

Big Horn County Planning and Zoning Commission  
March 22, 2018  
County Courthouse  
420 West C Street, Basin, Wyoming  
1:00 pm

**Commission members present:** Cliff Alexander (Vice-Chairman), David Neves (Secretary), Michael Scherman and John Fuller

**Commission member absent:** Alan Bair (Chairman)


**Land Planning staff present:** Stephanie Muckley (Planning Technician) and Joy Hill (Land Planner)


**Others present:**

1. 1:04pm: Meeting called to order by Cliff Alexander.
2. Review and approval of the January 25, 2018 meeting minutes. Motion to approve by David Neves. 2<sup>nd</sup> by John Fuller. All in favor. Approved.
3. Review and approval of the February 23, March 23, April 27, May 25, June 22, July 27, August 24, September 28, October 26 and November 23, 2017 meeting cancellations as well as February 22, 2018 meeting cancellation notice. Motion to approve by David Neves. 2<sup>nd</sup> by John Fuller. All in favor. Approved.
4. The Chairman asked for an update on the workshop for Subdivision Regulation amendments. The Land Planner reviewed items that will be presented to a consultant to help with progress on the amendment work including: Development of a mobile home court/park chapter and related definitions, scan of the existing regulations for any potential zoning or non-subdivision regulation language, scan of the regulations to ensure that all minimum statutory requirements are being met, and a review of the exemptions with guidance (legal and otherwise) as to how we can clarify or expand upon them.
5. The Land Planner spoke with the Board of Commissioners at their last regular meeting regarding the Commission's interest in an update to the Land Use Plan while concurrently developing the Natural Resource Management Plan (NRMP). The Board indicated that, while they can see the importance of updating the Land Use Plan and developing and NRMP, they are not certain the budget will allow for completion of these projects. They will, however, take them into consideration during the upcoming discussions about the budget for the next fiscal year.
6. The Planning Technician provided updates on active subdivisions:
  - Tyra – No progress. Mrs. Tyra indicated that she does wish to finalize her subdivision and is hoping to conduct the perc tests as soon as ground thaws and will send a letter to indicating her interest in finishing the process. No letter has been received to date.

- Heiser – No progress. Waiting on perc test and irrigation plan submission to irrigation district.
  - Anderson-Wright – No progress. Awaiting proof of mailings; perc tests are required; draft plat not yet submitted.
  - Wipf – No progress. County as renamed the portion of Road 12 ½ that runs southwest of the parcel to Lovell Lakes Road. The plat will reflect the correct road name. Awaiting perc tests and groundwater cut before further discussing water concerns on this parcel.
  - George – Moving along quickly. We anticipate a final plat for presentation on April 26<sup>th</sup>. There is no fire protection for this parcel. The Land Planner will observe the perc test holes on Tuesday, March 27 with Mr. George present. We received a letter of concern from a neighboring landowner regarding irrigation. Mr. George is working with the neighbor and potential buyer to determine a resolution. Awaiting a response from the Nowood Irrigation District. The Land Planner will contact Mr. Herman for clarification on the issue presented, as well as contacting the Nowood Irrigation District to ask about their area of responsibility in the matter (if any) and the State Engineer's Office (if necessary) to find out about any known appropriations.
7. The Planning Technician introduced the Smith Simple Subdivision. Approximately 3 miles southeast of Shell Propose to split a 33-acre parcel into 21-acre and 12-acre parcels.
8. John Fuller made a motion to adjourn the meeting at 1:43pm. 2nd by David Neves. All in favor.

Respectfully submitted;

  
Chairman

  
Secretary