

1 **Planning & Zoning Commission Minutes**

2 April 17, 2018

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4 This is a regular meeting of the Park County Planning & Zoning Commission. Present were  
5 Chairman Marion Morrison, Commissioners Kimberly Brandon-Wintermote, Linda Putney  
6 Duncan Bonine and Debora L. Smith. Staff present was Linda Gillett, Planning Director, Kim  
7 Dillivan, Planner II, Patti Umphlett, Planning Department.  
8

9 **APPROVAL OF MINUTES**

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11 Chairman Morrison asked the Board for comments or changes on the March 20, 2018, minutes.  
12 There being none, Commissioner Debora L. Smith moved to approve the minutes as written.  
13 Motion was seconded and carried unanimously.  
14

15 **REGULAR AGENDA**

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17 **PUBLIC HEARING – Proposed changes to 2015 Park County Development Standards**  
18 **and Regulations**

19  
20 Chairman Morrison opened the public hearing at 7:01, reviewed the rules of a public meeting  
21 and introduced the Board and Staff. The Chairman asked the board if there were any questions  
22 or statements. She stated that she had received a phone call from Sandy Sisti but the  
23 conversation had no influence on her thoughts and decisions. That being the only comment,  
24 Planning Director, Linda Gillett presented the Staff Report  
25

26 Members of the public, Steve Hartman and Sandy Sisti, had questions and concerns about  
27 accessory housing transient rental. Discussion was had regarding the property owner living on  
28 site to provide onsite management in order to rent accessory housing unit.  
29

30 The Commission agreed that public meetings on transient residential rentals should be done as  
31 soon as feasible.  
32

33 Rob Burgen presented concerns regarding the definition for Highway Commercial Business.  
34

35 After much discussion, the following proposed revisions will be presented to the public and go  
36 before the Park County Commissioners.  
37

38 The significant revisions include but are not limited to:  
39

- 40 • Delete Chapter V, Park County Road & Bridge Standards. The requirements of the Road  
41 & Bridge Standards as pertains to development remain the same. Road & Bridge  
42 standards (Public Works requirements) are referenced where needed throughout in  
43 regards to roads, bridges, addressing, runoff and erosion control, etc. and related tables  
44 and appendices;
- 45 • Appendix 13 (Percolation Test Procedure) deleted; it is included in the stand-alone small  
46 wastewater regulations;
- 47 • Clarification of appeal process for zoning violations (no public hearing);
- 48 • Revised Accessory building or use (removed ‘established concurrent or subsequent to’);

- 49 • Added “Accessory housing unit cannot be used for transient housing unless the property
- 50 owner resides in the primary structure full time and is on-site when unit is rented”;
- 51 • Added “Owner must reside in the primary structure to request a zoning permit for an
- 52 accessory housing unit”;
- 53 • Municipal extra-territorial review of development within the one mile of city / town
- 54 limits is no longer subject to municipal approval as of January 1, 2019;
- 55 • Group Home definition changed to meet federal standards;
- 56 • Added “boarding house” definition;
- 57 • Added definition of Transient Lodging, less than 30 days;
- 58 • Changed Short Term Rental definition to “more than 30 days and less than 6 months”;
- 59 • Added “RV Park is campground”;
- 60 • Added “RV’s / campers cannot be rented”;
- 61 • Added Wedding Venue as a cottage industry;
- 62 • Storage containers require a zoning permit if onsite more than 60 days;
- 63 • Occupancy of structures may not exceed the designed wastewater capacity;
- 64 • Bed & Breakfasts and Boarding Houses are limited to up to 10 persons;
- 65 • Dude Ranch / Resort use now allow one night accommodations, food and bar service to
- 66 the general public;
- 67 • Highway Commercial Business is permitted “along any public road”;
- 68 • Deleted specific requirements for mobile home parks – review as minor or major
- 69 subdivision;
- 70 • Removed requirement for soils report from conservation district;
- 71 • Signs require a zoning permit;
- 72 • Off-site directional business signs are limited to one, no more than 3 x 3 ft in size.

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74 There being no further discussion, Commissioner Putney moved to close the public hearing.  
75 Motion was seconded and carried unanimously.

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77 Commissioner Putney moved to approve Resolution 2018-8 as written. Motion was seconded  
78 and carried unanimously.

79  
80 See Resolution 2018-8 attached hereto and made a part hereof.

81  
82 **OTHER BUSINESS**

- 83
- 84 1. Chair’s Report - None
- 85 2. Planning Director’s Report -- Discussed additional changes to the regulations
- 86

87 **ADJOURN**

88  
89 There being no other business, a motion was made to adjourn the meeting. The motion was  
90 seconded and carried unanimously.

91  
92 Respectfully submitted,

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94   
95 Patti Umphlett, Secretary



**Park County Planning & Zoning Department**  
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## **PARK COUNTY PLANNING & ZONING COMMISSION**

Regular Meeting 7:00 P.M., Tuesday, April 17<sup>th</sup>, 2018 in the Alternate Emergency Operating Center (EOC Room), basement of the Courthouse Addition  
1002 Sheridan Ave. Cody, WY. 82414

Meetings of the Park County Planning & Zoning Commission are open to the public. For more information please contact the Park County Planning & Zoning Department at 527-8540 or 754-8540.

### **APPROVAL OF MINUTES**

Approve minutes from March 20<sup>th</sup>, 2018 meeting.

### **AGENDA**

1. **[PUBLIC HEARING – Proposed changes to 2015 Park County Development Standards and Regulations](#)**

### **OTHER BUSINESS**

1. Chair's Report
2. Planning Director's Report

### **ADJOURN**

# PLEASE SIGN IN

## PLANNING and ZONING COMMISSION MEETING April 17, 2018

		Proposed Changes to 2015 Dev. Rules & Regs	
1	Please <b>PRINT</b> your name	Name of the <b>HEARING OF INTEREST</b>	DO YOU WISH TO SPEAK
1	Stew Hartman	changes to 2015 Dev. Rules	Y
2	Sandy Sisti	changes to 2015 Dev Rules	N
3	Ken Markert	Dev Stds.	yes
4	Doris Thayer	Regs STR	y
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