

1 **Planning & Zoning Commission Minutes**
2 February 20, 2018
3

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

9 **AMENDMENT TO AGENDA**

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11 Chairman Morrison made a motion to add Randy Watts & Pat Nelson with Heart Mountain
12 Irrigation District to the end of the Agenda to update the Commission on changes in their Rules
13 and Regulations. Motion was seconded and carried unanimously.
14

15 **APPROVAL OF MINUTES**

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17 Chairman Morrison asked the Board for comments or changes on the January 19, 2018, minutes.
18 There being none, Commissioner Debora Bush moved to approve the minutes as written. Motion
19 was seconded and carried unanimously.
20

21 **REGULAR AGENDA**

22
23 **PUBLIC HEARING – Taylor SUP-159:** Chris Taylor requests approval of a special use permit
24 that would allow use of an area to process logs, for log homes, in a Residential ½-Acre (R-H)
25 Zoning District. The area of use is approximately 3 acres, located in a 322 acre parcel in Sec. 35,
26 T53N, R101W, Park County WY. This property is just south of Road 2 DAW, and is
27 approximately 0.5 miles east of Yellowstone Regional Airport.
28

29 Chairman Morrison opened the public hearing at 7:02, reviewed the rules of a public meeting and
30 introduced the Board and Staff. There being no comments or questions from the Board, Kim
31 Dillivan, Planner II, presented the Staff Report.
32

33 There were questions and discussion from the Board and Staff regarding possible future expansion;
34 parking area for employees; and how much area will be disturbed.
35

36 Applicant, Chris Taylor, stated he has not yet been able to find a recorded easement for access
37 through the Walliker property; there will be no substantial amounts of hazardous materials on the
38 property; the project is not expected to use / disturb any more than 3 to 4 acres; and hours of
39 operation will be 8:00 am to 5:30 pm, Monday through Friday and some Saturdays; there are no
40 other activities planned; and there will be no lights on the premises.
41

42 Chairman Morrison opened the floor to public comment as follows:

- 43 • Jeff Umphlett – concerned about lack of detail in the site plan and requested it be more
44 complete;
- 45 • Marshall Dominick (property owner), Managing Partner of Beacon Hill Land Co. - drafted
46 covenants and restrictions of no less than 35 acre division of the property; still searching
47 for Walliker easement; and suggested a restriction on the SUP for no future expansion;
- 48 • Randy Watts (Heart Mtn Irrigation District) – how many employees are planned;

49 Commissioner Putney asked if the possible purchase of an additional 40 acres is contingent upon
50 the issuance of this SUP. It was confirmed by the Application that yes it is.

51
52 Commissioner Putney moved to continue the Public Hearing to the March 20, 2018 meeting to
53 allow the Applicant to gather and submit additional information including a complete site plan
54 drawing with topographic lines; Walliker easement; a runoff and erosion control plan; and clarity
55 on the number of acres specifically involved. Motion was seconded and carried unanimously.

56
57 **PUBLIC HEARING – Higbie West 40 Major Subdivision Preliminary Plat Review:** Ed
58 Higbie requests approval of a preliminary plat for the subdivision of a 43.5 acre parcel into an 8
59 lot subdivision. Parcel is located within part of Lots 11 and 12, Sec. 24 (RS) T53N R102W and
60 part of Lots 7 and 16, Sec. 19 (RS) T53N R101W Park County, WY, in the General Rural 5-Acre
61 (GR-5) zoning district. This parcel is just east and north of Road 2 ABN, and approximately 1 mile
62 north of Cody city limits.

63
64 Chairman Morrison opened the public hearing at 7:46. There being no questions or comments
65 from the Board, Kim Dillivan, Planner II, presented the Staff Report.

66
67 There being no questions from the Board to the Staff, Chairman Morrison asked the Applicant if
68 he had any additional information or comments. Applicant had nothing more to add at this point.
69 Commissioner Brandon-Wintermote asked if the Applicant would build the driveways. The
70 Applicant clarified that yes, he will. Commissioner Putney asked if there is a watering schedule
71 planned and the Applicant said it will show on the Final Plat.

72
73 Chairman Morrison opened the floor to public comment:

- 74
- 75 • Heart Mountain Irrigation District read the District's new resolution to their By-Laws and
76 requested a written irrigation proposal / water plan;
 - 77 • Hailey Viera – concerns about waste water; school bus turn arounds; and water pressure
78 with North West Rural Water District.

79 There was discussion among the Board and Applicant (and applicant Representative, Brett Farmer)
80 regarding elevation comments and clarification; the hydrology test from NWRW; and the
81 availability and option of individual wells.

82
83 With no further discussion, Commissioner Putney moved to close the public hearing. Motion was
84 seconded and carried unanimously.

85
86 Commissioner Brandon-Wintermote moved to approve Resolution 2018-3, as written with
87 additional conditions - City of Cody approval must be obtained before final plat review; and a
88 draft irrigation distribution plan must be submitted to Heart Mtn Irrigation District prior to
89 preliminary plat review with the County Commissioners. Motion was seconded and carried
90 unanimously.

91
92 See Resolution 2018-3 attached hereto and made a part hereof.

93
94 **OTHER BUSINESS**

95
96 Heart Mountain Irrigation District Manager, Randy Watts and Board Member, Pat Nelson,
97 presented the Resolution stating changes in the HMID Rules and Regulations.

98

- 99 1. Chair's Report - None
100
101 2. Planning Director's Report – None
102

103 **ADJOURN**
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105 There being no other business, a motion was made to adjourn the meeting. The motion was
106 seconded and carried unanimously.

107
108 Respectfully submitted,

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110
111

112



Patti Umphlett, Secretary

**RESOLUTION 2018 - 3
PARK COUNTY PLANNING & ZONING COMMISSION**

**TITLE: RECOMMENDATION TO APPROVE HIGBIE WEST 40
MAJOR SUBDIVISION PRELIMINARY PLAT**

WHEREAS, Ed Higbie proposes to create an eight-lot major subdivision on a 43.6 acre parcel in Sec 24 (RS), T53N, R102W, and in Sec 19 (RS) T53N, R101W, 6th PM, Park County, Wyoming;

WHEREAS, the application and supporting documents are in substantial compliance with Park County Development Standards and Regulations pertaining to major subdivision preliminary plats;

WHEREAS, the Planning & Zoning Commission held a duly noticed public hearing on January 16th, 2018 to consider the sketch plan application, and unanimously recommended approval, with conditions;

WHEREAS, the Planning & Zoning Commission held a duly noticed public hearing on February 20th, 2018 to consider the preliminary plat application, heard and considered the staff report and testimony of the applicant and public, and weighed the facts presented;

Findings for preliminary plat are as follows:

- a. The lots as configured conform to the GR-5 zoning district, where they are located;
- b. All notice requirements have been met;
- c. Title report has been submitted;
- d. Draft Covenants have been submitted;
- e. There are no official wetlands, identified wildlife habitats or corridors on the property;
- f. Irrigation easements are shown on the preliminary plat;
- g. There are no apparent or identified hazardous conditions on the lots;
- h. NRWD has verified that it has the capacity to supply domestic water to each lot;
- i. DEQ has provided letter of 'no adverse recommendation';

- j. Electricity, natural gas, and telecommunications service is adjacent to each proposed lot;
- k. Fire protection is available via Fire District No. 2;
- l. Weed & Pest initial inspection noted the presence of noxious weeds, therefore, a long term noxious weed control plan is required;
- m. Heart Mountain Irrigation District has required conditions;
- n. Irrigation distribution plan is required (State Engineer);
- o. Municipal review is required (City of Cody);
- p. County Engineer has submitted comments;

WHEREAS the Planning & Zoning Commission concludes the proposed subdivision is generally consistent with the goals and policies of the Park County Land Use Plan, and is consistent with the standards and procedures of the 2015 Park County Development Standards and Regulations;

NOW, THEREFORE, BE IT RESOLVED based on the foregoing, the Planning & Zoning Commission hereby recommends approval of the preliminary plat for the Higbie West 40 Major Subdivision, subject to the following conditions:

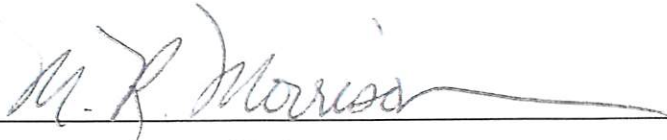
1. The applicants shall provide all easements as requested by applicable utilities and special districts, Irrigation Districts, or public agencies providing the service. The width of any utility easement shall be sufficient to allow adequate maintenance of the system, but in no case shall such utility easement be less than 20 feet in width. Easements must be identified on the final plat;
2. An irrigation plan must be submitted to State Engineer's Office prior to final plat review;
3. Final plat must state that no further subdividing will be allowed, and that no lot may be combined with another parcel for the purpose of calculating the number of allowed lots in a subsequent subdivision;
4. Noxious weed control plan must be approved prior to final plat review;
5. The plat shall contain a notice of the Wyoming Right to Farm and Ranch Act of 1991 (W.S. § 11-44-101);
6. Shared driveways are required; resulting in a total of 4 driveways;
7. Applicant is requested to work with Public Works Department to ensure optimal ingress and egress locations, and access for emergency vehicles and school buses;
8. City of Cody approval must be obtained before final plat review;

- 9. Draft irrigation distribution plan must be submitted to HMID prior to preliminary plat review by County Commissioners;
- 10. The applicant shall otherwise comply with standards in the Park County Development Regulations and the minimum subdivision requirements as set forth in Wyoming Statute 18-5-306.

ADOPTED by the Park County Planning & Zoning Commission this 20th day of February, 2018.

**PLANNING AND ZONING COMMISSION
PARK COUNTY, WYOMING**

ATTEST:



Marion Morrison, Chair



Patti Umphlett, Secretary



Park County Planning & Zoning Department
1002 Sheridan Avenue
Cody, Wyoming
(307) 527-8540

PARK COUNTY PLANNING & ZONING COMMISSION

Regular Meeting 7:00 P.M., Tuesday, February 20th, 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 January 16th, 2018 meeting.

AGENDA

1. **PUBLIC HEARING – Taylor SUP-159:** Chris Taylor requests approval of a special use permit that would allow use of an area to process logs, for log homes, in a Residential ½-Acre (R-H) Zoning District. The area of use is approximately 3 acres, located in a 322 acre parcel in Sec. 35, T53N, R101W, Park County WY. This property is just south of Road 2 DAW, and is approximately 0.5 miles east of Yellowstone Regional Airport.
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OTHER BUSINESS

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

ADJOURN



PLEASE SIGN IN

PLANNING and ZONING COMMISSION MEETING

February 20, 2018

		Higbie West 40 Major Subdivision	
		Taylor SUP-159	
	Please PRINT your name	Name of the HEARING OF INTEREST	DO YOU WISH TO SPEAK
1	Hailey Vieira	Higbie	Waffle
2	Edwin Higbie	Higbie	
3	Ruby Watts	Higbie	Yes
4	Jeff Umphlett	Taylor SUP	Yes
5	Pat Nelson	Higbie	
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**Planning Zoning Commission
Resolutions 2018**

Resolution #	Project
2018-1	Reachard Minor Subdivision-25
2018-2	Higbie West 40 Major Subdivision
2018-3	Higbie West 40 Major Subdivision
2018-4	Taylor SUP-159
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