

Planning & Zoning Commission Minutes

May 21, 2025

This is a regular meeting of the Park County Planning & Zoning Commission held at 1:00pm in the EOC Room of the County Courthouse at 1002 Sheridan Ave., Cody, WY.

Commission Members Present:

Duncan Bonine, Chairman
Brian Peters, Vice Chairman
Kimberly Brandon-Wintermote
Guy Eastman
Randy Mair

Staff Present:

Joy Hill, Planning Director
Jennifer Cramer, Planner II
Erika Decker, Planner I
Brian Edwards, County Engineer (by virtual means)
Ben McDonald, Public Works (by virtual means)
Mary McKinney, Weed and Pest

Chairman Bonine opened the meeting at 1:pm.

APPROVAL OF MINUTES

Chairman Bonine asked the Commission for comments or changes to the April 16, 2025 meeting minutes. Commissioner Mair said that on page 10 of the minutes there was a question of who seconded a particular motion – he confirmed it was him. Commissioner Brandon-Wintermote made a MOTION to approve the minutes as corrected; Commissioner Mair SECONDED the motion to approve the minutes as corrected. All in favor. Motion carried.

REGULAR AGENDA

PUBLIC HEARING – Countryside Grooming SUP-275: JaNeen Burrows (applicant), on behalf of landowner Chris Pelletier, requests approval of the Special Use Permit (SUP) Application for the Countryside Grooming SUP-275. The applicant is proposing a minor commercial use to operate a dog grooming business. The proposed use is within a 0.75-acre parcel described as the E 317' of Lot 91A, House Subdivision, recorded in Plat Bk. C, Pg. 10; being part of Lot 99 (Resurvey), T55N R100W of the 6th P.M., Park County, WY. The property is located just southeast of the Townsite of Ralston, approximately 4.5 miles southwest of Powell, with an address of 557 Main Street, Ralston, WY. The project site is in a Transitional (T) Zoning District.

Chairman Bonine reviewed the rules of a public meeting and opened the public hearing at 1:04pm.

There being no comments from Commission members, Jennifer Cramer, Planner II, presented the Staff Report.

Chairman Bonine asked if any Commission members had questions for Staff.

- Chairman Bonine asked about the recommended zoning change. Is that a separate process that the applicant shall be involved in? Jennifer said the regulations indicate that the zoning should be changed at the time the use is proposed. Staff recommends commercial and agrees that a condition to change the zoning district would be appropriate.
- Brian Edwards, County Engineer, said he has no questions or comments.

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- Mary McKinney, Weed and Pest, said she has no concerns since there will be no ground disturbance.

Chairman Bonine asked if the applicant had any questions or comments. The applicant simply stated that she is happy to answer any questions.

Chairman Bonine asked if any Commission members had questions for the applicant.

- Commissioner Mair said there is a dog grooming business and a hearing aide business – how do those come together. JaNeen Burrows, the applicant, said that the hearing business is on the east side with offices. Her business is separate, the buildings are conjoined. Commissioner Mair said the landowner has no issue with this. JaNeen said that is her understanding. It is fairly quiet.
- Commissioner Mair asked if there would be any overnight stays. JaNeen said no – the animals have to go home.

Chairman Bonine asked if there were comments from any members of the public. There were no comments from those in attendance.

Chairman Bonine asked Commission members if they had further questions. There were none. Commissioner Brandon-Wintermote asked for a moment of discussion.

- Commissioner Brandon-Wintermote asked about the fact that the property taxes have not been paid. She recommends that a condition be added requiring the landowner to pay the taxes prior to approval. Commissioner Mair agreed. Commissioner Peters and Commissioner Eastman feel that since the applicant is not the landowner, she should not be held to the taxes being paid to get approval. Chairman Bonine said he feels it is not reasonable to hold up the application for the applicant based upon the landowner's lack of payment. Commissioner Brandon-Wintermote asked if it was the landowner applying, would the answer be different. Members agreed it would be different.
- Commissioner Brandon-Wintermote asked about a condition for the zoning district change. Commissioner Eastman asked if the zoning change would be permanent. The Planning Director said it would.
- Chairman Bonine asked the Planning Director for suggested language for the condition to change the zoning. The Director offered: Approval of this SUP shall automatically convert the zoning from Transitional to Commercial.

Commissioner Eastman made a MOTION to close the hearing at 1:24pm; Commissioner Peters SECONDED the motion. All in favor. Motion carried.

Commissioner Brandon-Wintermote made a MOTION to recommend approval of the Countryside Grooming SUP-275 by Resolution 2025-21 based on the findings presented and including the following conditions:

1. Park County noise, lighting, and other nuisance regulations shall apply;
2. Prior to review by the Board of County Commissioners, the applicant shall provide evidence they have complied with any requirements of the State Fire Marshal's Office;
3. The applicant shall obtain sign permits from the Planning & Zoning Department, if applicable;

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4. The applicant shall dispose of any waste generated onsite at an approved disposal site, and comply with all County solid waste disposal requirements;
5. The applicant shall take measures to prevent fur/hair from entering the septic system, to the greatest extent possible; and should the septic system fail or malfunction, it shall be brought up to today's standards which means, at a minimum, the leach field will need to be replaced;
6. The approval of this SUP shall change the zoning from Transitional (T) to Commercial (C); and
7. The applicant shall otherwise comply with standards in the Park County Development Standards and Regulations.

Commissioner Eastman SECONDED the motion. All in favor. Motion carried. See Resolution 2025-21 attached hereto and incorporated herein.

PUBLIC HEARING – New Roots Campground SUP-276: Katie Hauck Davison (applicant) on behalf of landowner (Mitchell Davison), requests approval of the Special Use Permit (SUP) Application for the New Roots Campground SUP-276. The applicant is proposing three (3) dry tent sites, and a cabin. The proposed use is within a 1.20-acre parcel described as Lot 2, New Roots Vineyard & Winery SS-316, recorded in Plat Bk. Q, Pg. 52; being part of Lot 46-R, T56N R98W and Lot 46-Q, T56N R99W of the 6th P.M., Park County, WY. The property is located approximately three miles northeast of Powell, with an address of 675 Lane 5, Powell, WY, in the General Rural Powell (GR-P) Zoning District.

Chairman Bonine opened the public hearing at 1:27pm.

There being no comments from Commission members, Jennifer Cramer, Planner II, presented the Staff Report.

Chairman Bonine asked if any Commission members had questions for Staff.

- Commissioner Mair asked about the City of Powell being notified. He had this project mixed up with another one.
- Commissioner Brandon-Wintermote said finding #2 didn't match finding #13. Staff said the earlier finding briefly describes the use, whereas the later finding includes specifics of the applicant's proposal. Commissioner Brandon-Wintermote sought clarification on the parking spaces.
- Commissioner Mair said this is a campground with the possibility of long-term rental. Staff indicated that the applicant currently has the cabin rented long-term and the tenant may help with check-ins. If they leave, she may short-term rent the cabin as part of the campground use. Commissioner Mair is concerned if they will mold together and fit into our regulations. Staff indicated the rule doesn't appear to not allow for it.
- Ben McDonald, Public Works, said he will provide written comment. As far as legal access, there is a permitted access for the parcel. It is addressed. Regarding the roadways and the interior of the campground, we are going to ask for more detail regarding those. Typically a road like this is required to have a cul-de-sac for emergency service turnaround. Seeking clarification on travelled road surface. There is a 24-foot-wide road requirement. He recommends softer material be removed and replaced with road base. He will require a comprehensive drainage plan from the applicant to identify drainage features and confirm that no runoff will occur to the detriment of neighboring properties.

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- Mary McKinney, Weed and Pest, said they did an annual inspection. She noticed significant disturbance had occurred to move the cabin in. They do need to reseed and prevent a giant weed patch which could impact their own hay production. Any area where there is bare ground, even maybe at the tent sites, she is not sure if they plan to reseed with a different type of seed. The District does cost share if the applicant is interested in that.

Chairman Bonine asked if the applicant had any questions or comments.

- Katie Davison, the applicant, said she is available to answer any questions. She's tried to comply with all the rules and regulations.

Chairman Bonine asked if any Commission members had questions for the applicant.

- Staff asked the applicant to clarify the long-term use of the cabin. The applicant stated that she has spoken with the tenant about a rent reduction in exchange for helping take care of the campground. They agreed. She does own and live on adjacent land and is pretty much there.

Chairman Bonine asked if there were comments from any members of the public. There were no comments from those in attendance.

Commissioner Brandon-Wintermote asked about the existing Long-Term Noxious Weed Management Plan. Mary McKinney said there is an existing plan from the subdivision. Mary said there is no irrigation for this particular parcel. The window is almost closed if you are dependent on natural moisture to get any seeding done. She is not sure if they will use gravel or other medium around the tent sites. There are some areas that should be reseeded. If you don't put something desirable down, you'll just have a weed patch.

Commissioner Mair made a MOTION to close the hearing at 1:46pm; Commissioner Brandon-Wintermote SECONDED the motion. All in favor. Motion carried.

Chairman Bonine asked Commission members if they had any discussion.

- Commissioner Brandon-Wintermote asked if there should be a condition about the requirements from Public Works. Members agreed there should be a condition.

Commissioner Peters made a MOTION to recommend approval of the New Roots Campground SUP-276 by Resolution 2025-22 based upon the findings presented and including the following conditions:

1. Park County noise, lighting, and other nuisance regulations shall apply;
2. Prior to review by the Board of County Commissioners, the applicant shall submit a formal response from Park County Public Works to the Planning & Zoning Department and comply with any of their requirements;
3. Prior to commencement of use, the applicant shall have a regularly maintained and anchored chemical toilet, shielded from view, available for restroom usage by tent campers;
4. Prior to placement of signs, the applicant shall obtain any required permits from the Planning & Zoning Department; and

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- 196 5. The applicant shall otherwise comply with standards in the Park County Development
197 Standards and Regulations.
198

199 Commissioner Eastman SECONDED the motion. All in favor. Motion carried. See Resolution
200 2025-22 attached hereto and incorporated herein.
201

202 **PUBLIC HEARING – FiveSixOne MS-90 Sketch Plan:** Tommi Stewart, applicant, requests
203 approval of the Sketch Plan for FiveSixOne Minor Subdivision (MS-90). The applicant is proposing
204 a four-lot residential subdivision that will create one 4.00-acre lot and three 2.62-acre lots from an
205 11.86-acre parcel. The proposed subdivision is within the NW1/4SW1/4 of Lot 44, Resurvey,
206 T56N, R99W of the 6th P.M., Park County, WY. The property is in the General Rural Powell
207 (GR-P) Zoning District in the Cody-Powell Rural Planning Area, approximately 2.4 miles north of
208 Powell city limits, north of County Lane 6, on the east side of County Road 8, with an address of
209 561 Road 8, Powell.
210

211 Chairman Bonine opened the public hearing at 1:50pm.
212

213 There being no comments from Commission members, Jennifer Cramer, Planner II, presented
214 the Staff Report.
215

216 Chairman Bonine asked if any Commission members had questions for Staff.

- 217 • Commissioner Brandon-Wintermote said Condition #2 may be stricken/replaced with a
218 condition requiring an approved Long-Term Noxious Weed Management Plan (to be
219 submitted prior to final plat review by the Board of County Commissioners).
- 220 • Chairman Bonine addressed Finding #61, regarding livestock running at large; he is
221 curious if the statute referenced is correct. Discussion ensued; it was determined to be the
222 correct statute.
- 223 • Ben McDonald, Public Works, said they have no additional comment.
- 224 • Mary McKinney, Weed and Pest, said she has received the Long-Term Noxious Weed
225 Management Plan and have approved it. Commissioner Brandon-Wintermote said we can
226 now strike Condition #2 (newly written).
227

228 Chairman Bonine asked if the applicant had any questions or comments.

- 229 • Tommi Stewart, the applicant, said she can answer any questions. As far as the easement,
230 she confirmed with the professional surveyor who said the easement is limited to a
231 property owner to the east. The individual questioning the easement shouldn't be using it
232 anyway. She added that the subdivision is already fenced in as it is a pasture.
233

234 Chairman Bonine asked if there were comments from any members of the public. There were no
235 comments from those in attendance.
236

237 Chairman Bonine asked if Commission members had additional questions or discussion.
238 Commissioner Brandon-Wintermote made a MOTION to close the hearing at 2:09pm;
239 Commissioner Eastman SECONDED the motion. All in favor. Motion carried.
240

241 Chairman Bonine asked Commission members if they had any discussion.

- 242 • Commissioner Brandon-Wintermote addressed Findings #31 and #32 needing to be
243 updated. And strike newly worded Condition 2.
244

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Commissioner Eastman made a MOTION to recommend approval of the Sketch Plan for FiveSixOne Minor Subdivision (MS-90) by Resolution 2025-23 based upon the findings presented and including the following conditions:

1. The applicants shall provide all easements as requested by applicable utilities and special districts, irrigation districts or public agencies providing services. 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. Prior to Final Plat Review by the Board of County Commissioners, the applicant shall provide a water distribution plan that has been reviewed and approved by the Shoshone Irrigation District to the Planning and Zoning Department;
3. Prior to Final Plat Review by the Board of County Commissioners, the applicant shall place the following note on the final plat: "Slow percolation rates and high groundwater may be present and engineered systems may be required.";
4. In regards to domestic water, prior to Final Plat review by the Board of County Commissioners:
 - a. If the applicant chooses to serve the lots by a NRWD taps, the applicant shall provide an executed Water Service Agreement with NRWD obligating service to Lots 2, 3 & 4; or
 - b. If the applicant chooses to serve Lots 2, 3 & 4 by a well, the applicant shall provide a water analysis from a well within one-half mile of the subdivision; or
 - c. If a NRWD taps for Lots 2, 3 & 4 are not proposed and a well is not available for sampling within one-half mile, the applicant shall place the following note on the final plat: **"NO WATER ANALYSIS WAS CONDUCTED AND THE AVAILABILITY AND QUALITY OF POTABLE WATER IS UNKNOWN. CISTERNS MAY BE REQUIRED."**;
5. Prior to Final Plat Review by the Board of County Commissioners, the applicant shall provide evidence of 1) an existing legal perimeter fence as prescribed by W.S. 11-28-102; 2) written consent from all adjacent landowners a perimeter fence is not necessary; or 3) plans to construct a perimeter fence as required by statute and in accordance with W.S. 18-5-306(a)(xiii);
6. Prior to final plat review by the Board of County Commissioners, the applicant shall submit a completed *Affidavit of Subdivider's Compliance with W.S. 18-5-319* to the Planning and Zoning Department; and
7. Prior to Final Plat Review by the Board of County Commissioners, the applicant shall submit an appropriate Subdivision Improvements Agreement, if applicable, addressing all applicable required improvements (i.e., utilities, water taps, fencing, etc.) for review by staff and approval as to form by the County Attorney and approval

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of the Board;

8. Prior to Final Plat Review by the Board of County Commissioners, the applicant shall place the following note on the final plat: "Any proposed water wells on these subdivision lots shall be permitted by the Wyoming State Engineer's Office prior to installation";
9. Prior to Final Plat Review by the Board of County Commissioners, the applicant shall place a notice of the Wyoming Right to Farm and Ranch Act of 1991 on the plat; and
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.

Commissioner Brandon-Wintermote SECONDED the motion. All in favor. Motion carried. See Resolution 2025-23 attached hereto and incorporated herein.

PUBLIC HEARING – Dragonfly River Ranch SUP-277: Scott Mitchell (applicant) on behalf of landowner, Dirt Road Dollars, LLC., requests approval of the Special Use Permit (SUP) Application for the Dragonfly River Ranch SUP-277. The applicant is proposing a Large Impact Structure Use to construct a 31,000 sq-ft riding arena for private use. The proposed use is within a 364.40-acre parcel being part of Section 7 and Section 18, T48N R100W of the 6th P.M., Park County, WY. The property is located just under one mile west/southwest of Meeteetse, on the north side of Highway 290 (Pitchfork Rd), with an address of 289 Pitchfork Rd, Meeteetse, WY. The project is located in the General Rural Meeteetse (GR-M) Zoning District.

Chairman Bonine opened the public hearing at 2:12pm.

There being no comments from Commission members, Jennifer Cramer, Planner II, presented the Staff Report. A response has been received from Park County Public Works. In summary, they recommend design plans under the direction of a professional engineer and a professional report was provided. They have no concerns regarding the report. Confirmed access to the site with a valid address. Regarding runoff and erosion control, Appendix 19 requirements must be adhered to. It is recommended that a site-specific drainage plan be submitted to Public Works.

Chairman Bonine asked if any Commission members had questions for Staff.

- Commissioner Peters asked about Condition #5 being a requirement. Staff indicated that we generally follow up with them, rather than the applicant.
- Commissioner Mair asked for clarification on Finding #19 – WYO Electric is not the electric provider. Rocky Mountain Power is. He just wanted to clarify that they are going to use existing services.
- Ben McDonald, Public Works, said he doesn't have comments beyond what is in the review. He did speak with the applicant and because it is a large impact structure, a drainage plan is required and he will work with the applicant to ensure that the plan is comprehensive but not overly detailed.
- Mary McKinney, Weed and Pest, clarified that the reason no management plan is needed is that the ground has already been disturbed. However, there were other weed species on the property well away from this site and she is working with the applicant on a plan to deal with those species and dealing with reseeding and bare ground control around the new arena.

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Chairman Bonine asked if the applicant had any questions or comments.

- Scott Mitchell, the applicant, stood for questions. There were none.

Chairman Bonine asked if there were comments from any members of the public. There were no comments from those in attendance.

Commissioner Brandon-Wintermote asked about the site plan not being very detailed or to scale. Will the erosion plan bring this up to par? The applicant said he will provide a better drawing for the future.

Commissioner Mair made a MOTION to close the hearing at 2:29pm; Commissioner Peters SECONDED the motion. All in favor. Motion carried.

Commissioner Brandon-Wintermote asked about Condition #4 – she thinks they just need to do the runoff and erosion control plan, including a revised site plan that is professionally done in compliance with County standards.

Commissioner Brandon-Wintermote made a MOTION to recommend approval of the Dragonfly River Ranch SUP-277 by Resolution 2025-24 based upon the findings presented and including the following conditions:

1. Approval is granted based on the applicant's proposal of a 31,000-square-foot arena for private use;
2. Any modifications to the use, including but not limited to expansion, placement of improvements, or increased intensity of the use, will require an amendment to this SUP or a new SUP, pursuant to the regulations in place at the time of the proposed change;
3. Park County noise, lighting, and other nuisance regulations shall apply;
4. Prior to review by the Board of County Commissioners, the applicant shall submit an approved drainage and erosion control plan, including a revised site plan that is professionally done in compliance with County standards, to the Planning & Zoning Department;
5. Prior to review by the Board of County Commissioners, the applicant shall submit a response from Wyoming Game & Fish;
6. Prior to review by the Board of County Commissioners, the applicant shall submit a response from the Town of Meeteetse to confirm whether the existing water connection is sufficient to serve the large impact structure;
7. Prior to construction of the arena, the applicant shall obtain an approved Building/Zoning Permit for the arena structure from the Planning & Zoning Department;
8. The applicant shall screen, anchor and regularly maintain the portable toilet serving the use and shall obtain a small wastewater system permit should a septic system be necessary in the future; and
9. The applicant shall otherwise comply with standards in the Park County Development Standards and Regulations.

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Commissioner Mair SECONDED the motion. All in favor. Motion carried. See Resolution 2025-24 attached hereto and incorporated herein.

PUBLIC HEARING – Sheridan Greenhouse SUP-278: Della Sheridan (applicant) requests approval of the Special Use Permit (SUP) Application for the Sheridan Greenhouse SUP-278. The applicant is proposing a minor commercial use consisting of two greenhouse structures totaling 3,900 sq-ft and a 960 sq-ft office space to operate a retail greenhouse business. The proposed use is within approximately 0.75 acres of a 2.04-acre parcel described as Lot 1, Kylander SS-323, recorded in Plat Bk. Q, Pg. 82; being part of Lot 69-S, Lot 69, Resurvey, T55N R99W, of the 6th P.M., Park County, WY. The property is located on an unaddressed parcel, approximately one mile east of Powell, on the north side of county Lane 9, in a Rural Residential 2-Acre (RR-2) Zoning District.

Chairman Bonine opened the public hearing at 2:34pm.

There being no comments from Commission members, Jennifer Cramer, Planner II, presented the Staff Report.

Chairman Bonine asked if any Commission members had questions for Staff.

- Commissioner Brandon-Wintermote recalled there was a public comment in the packet. Staff located the comment which was received yesterday (5/20/25). The neighbor indicated there is a low elevation spot on the property that allows for pooling of water. The low spot is adjacent to the neighbor's shop building. The neighbor is concerned that if little thought is given to runoff, there could be damage to his property. He is seeking reassurance.
- Chance Sheridan, applicant's representative, said the road is going to be built up about 8 inches, so there will need to be a significant storm to allow water to drain onto the neighbor's property.
- Commissioner Mair asked about finding #25 and the Department of Ag. The representative said the applicant can reach out to him for any licenses that may apply. Staff visited with the representative on the phone and he made it sound like the licenses are easy to obtain and he is ready to help.
- Ben McDonald, Public Works, said he will provide a written response. They have reviewed and gone through it. He said the project will be addressed off of Lane 9. There is an access but they will probably need a ROW permit to construct the new access point and likely the old one will go away based on the sketch plan. They can work that out. Lane 9 use, based on commercial, implies that this could add 115 vehicles per day to average daily traffic counts. This additional traffic is already accommodated by the existing road condition. The drainage and erosion control plan is required, though it does not need to be done by a licensed professional. They assumed if the road is built up and crowned it will probably take care of the drainage on that side of the property. They don't want it in the ROW. No Geotech report is required based on the size of the structures and facility. Because of this use and location, parking is not allowed in the County Road ROW. All parking, staging area, etc. are recommended to be an all-weather surface for public access. The formal response will be out this week.
- Mary McKinney, Weed and Pest, said this property has a history of bare ground control sterilant. There are nuisance weeds on the property which is inherent with the bare ground sterilant. We recommend they continue with bare ground control and will assist them as needed. There will be disturbance as they get their buildings set up. Recommend cleaned equipment and follow best management practices.

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Chairman Bonine asked if the applicant had any questions or comments. Della Sheridan, the applicant, said she had nothing to add.

Chairman Bonine asked if any Commission members had questions for the applicant.

- Commissioner Peters said he assumed the parking spots will not be under the power line. The applicant said no. There are some Rocky Mountain Power lines with guidelines coming down from the poles. They do intend to put something down near those to ensure cars won't hit them. They have pushed the parking lot further into the lot so customers can back up on the property without backing up onto Lane 9 and creating a hazard.
- Commissioner Eastman said the water tends to flow east. The road is basically going to result in a berm to improve water conditions for the neighbor. Chance Sheridan said recent rains created "duck ponds" which drained out in a few days. The gravel they will put in should prevent that.

Chairman Bonine asked if there were comments from any members of the public.

- Ryan Green, neighbor to the east, said he raised the concern. He asked if they intended to do an improvement he would have recommended six inches. It is pretty flat out there but there is a grade that goes to that low spot. Having the berm there at the toe of the road would also eliminate his concerns about weed treatment making it to his property. Otherwise, on page 14 of the staff report, part 14, uses the term campground. Staff confirmed it is a typo.
- Michelle Maskey, neighbor, asked about where the existing driveway is, it sits on an easement. There is no discernable difference between her property and where the commercial property starts. What will stop patrons from parking in front of her shop or blocking her driveway. Chance said hopefully common respect. He doesn't anticipate anyone parking in front of the driveway. There is ample space – 11 to 13 spots are sketched in. That was just enough to make room for customers, but there will also be overflow to the north to accommodate extra parking. Ms. Maskey said her concern is if the parking is not clearly marked, in the past, previous patrons of that property have parked on her property. Chance said there will be directional signage for parking. He and Della will be onsite during business hours to also pay attention to parking issues if they arise. Commissioner Mair suggested making a sign that says "no parking on roadway".
- Ms. Maskey asked about noise pollution. She is a licensed psychologist who does primarily telehealth virtually. She is concerned about noise filtering into her home. There is an appendix that talks about residential noise limits vs. commercial noise limits. She doesn't want her property obstructed by noise. The applicant stated that she moved the greenhouse as far away from the neighbor as possible and put her office closer to their property to keep the business further away. She said the neighbors are her top priority to make sure they are happy. Chance said he doesn't anticipate there being more noise than the previous business (sand blasting and powder coating). Mr. Green said they will have exhaust fans. Chance said they will be on the west side. The neighbors said they appreciate the consideration. Ms. Maskey said her main concern is that it does not impact her practice. The Planning Director stated that we do have standards for noise and the applicants will be required to comply.
- Julie Thomas, on Road 11 and Lane 9 looks forward to not having quite as many weeds, as a positive. Concerning their parking, could they possibly put up a barrier on that side next to them so people cannot be crossing the line. She's been in their shoes before. Maybe with the parking, maybe it could be moved back. She said "welcome to the neighborhood and take care of the weeds".

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Commissioner Mair made a MOTION to close the hearing at 3:03pm; Commissioner Brandon-Wintermote SECONDED the motion. All in favor. Motion carried.

Commissioner Eastman made a MOTION to recommend approval of the Sheridan Greenhouse SUP-278 by Resolution 2025-25 based upon the findings presented and including the following conditions:

1. Park County noise, lighting, and other nuisance regulations shall apply;
2. Prior to review by the Board of County Commissioners, the applicant shall submit a formal response from Park County Public Works to the Planning & Zoning Department and comply with any of their requirements;
3. Prior to commencement of construction of the septic system, the applicant shall obtain a Small Wastewater System Permit to Construct from the Planning & Zoning Department;
4. Prior to commencement of construction, the applicant shall obtain building permits for the greenhouse and office structures from the Planning & Zoning Department;
5. Prior to placement of signs, the applicant shall obtain any required permits from the Planning & Zoning Department;
6. The applicant shall obtain any required permits from the Wyoming Department of Agriculture prior to commencement of the use;
7. The applicant shall obtain a permit for the well from the State Engineer's Office; and
8. The applicant shall otherwise comply with standards in the Park County Development Standards and Regulations.

Commissioner Peters SECONDED the motion. Commissioner Brandon-Wintermote asked for Condition #2 to be modified to reflect complying with the recommendations of Public Works and the addition of a condition regarding the well needing to be permitted by the State Engineer's Office. Commissioner Eastman proposed amending the motion to accept the changes. Commissioner Peters SECONDED the amended motion. All in favor. Motion carried. See Resolution 2025-25 attached hereto and incorporated herein.

Update on Development Standards and Regulations Amendments

Chairman Bonine provided a brief update on progress made on the amendments to the 2015 Development Standards and Regulations.

- Round 1 – The latest draft of the first-round amendments following the work sessions is under review and intended to be released by the Board soon. A date for the public hearing has not been set. There will be a minimum of 45 days for public review in advance of the hearing.
- Round 2 – We are in the final days of collecting early public comment on zoning/uses. The next step will be a deep dive internal review of public comments, staff, PZ Commission, Board, technical committee, etc. We anticipate another opportunity for the public to review the next draft of zones and uses prior to creating the second-round draft of the regulations.
- Today the Commission will discuss the draft table of uses and definitions for each use, along with general discussion about issues relating to each use which may warrant special review/standards.
- Duncan said if there are challenges with public communication, it is more the public not understanding. He is hopeful that we can reach a consensus on how the process actually

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works and hopefully we are not the ones throwing the process under the bus with the public. There is a lot of work left to do. Nothing is proposed and nothing is decided. That needs to be a part of all the conversations with the public. We are still looking for public input. Nothing is set in stone or locked in. It is all subject to review. He's hopeful we can all be on the same page.

Chairman Bonine delivered the Chair's report.

The Planning Director delivered a report for the Planning and Zoning Department.

There being no other business, Commissioner Peters made a MOTION to adjourn the meeting at 5:15pm. Commissioner Mair SECONDED the motion. All in favor. Motion carried.

Respectfully submitted,


Kim Lee Hardage, Secretary

**RESOLUTION 2025 - 21
PARK COUNTY PLANNING & ZONING COMMISSION**

**TITLE: RECOMMENDATION TO APPROVE COUNTRYSIDE GROOMING
SPECIAL USE PERMIT-275 (SUP-275)**

WHEREAS, JaNeen Burrows has submitted a Special Use Permit Application requesting review and approval of a Special Use Permit to operate a dog grooming business in an existing 954 sq-ft building. This business will operate on a 0.76-acre parcel of land, owned by Christopher Pelletier;

WHEREAS, the property is addressed as 557 Main Street, Ralston and is located just southeast of the Townsite of Ralston, approximately 4.5 miles southwest of Powell, Wyoming;

WHEREAS, this project is defined by Park County Development Standards and Regulations as a Minor Commercial Business: Retail and service businesses and office use with building sizes less than 5,000 square feet of floor area and less than one acre of land developed in association with the use;

WHEREAS, the application and supporting documents are in substantial compliance with Park County Development Standards and Regulations pertaining to special use permits;

WHEREAS, the applicant submitted a statement on how compatibility can be achieved as required for a Special Use Permit – the proposed use will result in minimal noise and visual impacts, and is consistent with surrounding uses in this area, and adequate services and infrastructure are available, or will be made available, to serve the use;

WHEREAS, the Planning & Zoning Commission held a duly noticed public hearing on May 21, 2025, to consider the Special Use Permit application and rezoning the parcel to Commercial (C) zoning, and made findings as follows:

1. On April 7, 2025, JaNeen Burrows (applicant), on behalf of Chris Pelletier (landowner), submitted a Special Use Permit Application to the Planning and Zoning Department;
2. The applicant requests approval of a Special Use Permit to operate a dog grooming business in an existing 954 sq-ft building;
3. Applicable regulations are the *Park County, Wyoming, 2015 Development Standards and Regulations*, adopted September 15, 2015;
4. The use is classified as a minor commercial business;
5. Ownership is affirmed by Warranty Deed dated May 27, 2020, to Christopher D. Pelletier and Anita R. Pelletier, husband and wife, as tenants by the entireties with right of survivorship (document #2020-3542);
6. The property is described as that part of Tract 91-A, House Subdivision, according to the plat recorded in Book "C" of Plats, Page 10, Park County, Wyoming, located East

of the following line: Beginning at a point on the north line of Tract 91-A located N.56°23'E. a distance of 223 feet from the northwest corner of Tract 91-A; thence south to the south boundary of Tract 91-A;

7. The property is located just southeast of the Townsite of Ralston, approximately 4.5 miles southwest of Powell, with an address of 557 Main Street, Ralston;
8. The property is in a Transitional (T) zoning district;
9. Minor commercial business uses are allowed in the T zoning district, provided an SUP is approved;
10. According to the regulations: "Some changes to zoning maps are done without a Zoning Map Amendment public hearing; for instance, when a lot is classified as Transitional, it automatically changes to an appropriate zoning classification according to a Special Use Permit." (p. 303);
11. The definition for commercial (C) states, "It is intended that land in the T district will be rezoned to other urban zoning districts or rural residential when specific residential, commercial or industrial development plans are proposed.";
12. The property has historically been used for commercial purposes and Commercial zoning is consistent with neighboring zoning and uses, therefore this parcel should be re-zoned to Commercial (C) zoning if the use is approved;
13. Neighboring land uses are primarily commercial, with exempt State of Wyoming lands along the railroad corridor to the north and some residential lands south of the highway;
14. The townsite of Ralston is just northwest of the parcel, the Bloom Subdivision is east and the Barrows Subdivision is south of the property;
15. Heart Mountain Hearing is in operation on the same parcel, Gettings Crop LLC (insurance office) is on the west side of the parcel and the Red Eagle fuel station and convenience store is southeast of the property;
16. The property is developed with a pre-existing unpermitted commercial business (Heart Mountain Hearing), well and septic system. The landowner recently obtained a permit to sell seasonal ag products from a 612 sq-ft greenhouse (temporary use) on the property;
17. The topography is relatively flat;
18. Legal notice requirements were met, including notice to property owners within 660 ft. of the property boundary;
19. The applicant provided a site plan for the use showing the grooming shop (954 sq-ft according to the Assessor records), access, traffic flow and seven parking spaces as well as the existing septic system and domestic water well;
20. The applicant provided the following details of how the business will operate:
 - The grooming business is open Monday, Wednesday and Friday from 9am to 7pm, and on Saturday by appointment only.
 - Two part-time groomers, plus the owner, operate the business.

- A maximum of 8 dogs could be groomed in one day, however more than 5 dogs daily is unusual. They groom an average of 50 dogs per month.
- 21. The application was forwarded to relevant agencies as required;
- 22. Wyoming DEQ provided agency contacts and information for permitting associated with various construction activities that may impact surface water;
- 23. The Wyoming State Electrical inspector has no requirements for the proposed use;
- 24. Fire plan review by the State Fire Marshal's office is not required, but exit signs and a mounted fire extinguisher will be required for inspection by the State Fire Inspector;
- 25. The Park County Treasurer confirmed taxes are currently delinquent;
- 26. WYDOT confirmed the highway accesses are commercial accesses and a change in use application will not be required for the dog grooming business;
- 27. Park County Public Works have no concerns or requirements related to the proposed use;
- 28. Wyoming Game & Fish have no terrestrial wildlife comments related to the proposed use;
- 29. The Fire District can provide fire suppression to the property and request all access points are constructed to accommodate their fire equipment;
- 30. Park County Weed & Pest will not require a Long-Term Noxious Weed Management Plan;
- 31. No written comments have been received;
- 32. The applicant made a statement of how compatibility will be achieved:
 - The grooming business is compatible with other nearby commercial uses.
 - Dogs are not kept outdoors, so the use is quiet.
 - Adequate parking exists for the few vehicles that come to the property for dog drop off and pick up during the day.
- 33. The proposed use will not be within 20 feet of a County road right-of-way;
- 34. No covenants tied to this property are known to exist;
- 35. Outdoor lighting exists on the structure and must comply with County regulations;
- 36. There are no known nonconformities on the property;
- 37. No nuisances have been reported at this location;
- 38. A soils report is not required;
- 39. Legal access exists by a permitted WYDOT access from Highway 14A;
- 40. A domestic water well serves the property and is used for dog grooming. Bottled water is available for human consumption;
- 41. The property is within the Shoshone Irrigation District, though it doesn't appear that there are any water rights or irrigation infrastructure associated with the property;

42. Non-residential uses require one parking space for each 400 square feet of floor area. The grooming business floor area is 954 square feet requiring 3 parking stalls. Adequate parking area is designated on the site plan;
43. A permitted septic system currently serves the property. DEQ will allow the applicant to use the existing system with the following conditions:
 - The applicant will need to prevent fur/hair from entering the system, to the greatest extent possible; and
 - If the system fails or malfunctions, it will need to be brought up to today's standards which means, at a minimum, the leach field will need to be replaced.
44. The existing structure is currently connected to utilities;
45. Exterior signs must comply with County regulations and may require permitting by the Planning & Zoning Department;
46. Trash is collected onsite and hauled offsite on a regular basis. Solid waste disposal requirements shall apply;
47. No specific criteria are identified for this use;
48. The proposed use is not located in any Overlay District; and
49. Site plan review is not required; and
50. The applicant stated that no overnight stays (for animals) will occur.

WHEREAS, the Planning & Zoning Commission concludes the Special Use Permit Application 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 *Park County, Wyoming 2015 Development Standards and Regulations*;

WHEREAS, the Planning & Zoning Commission concludes the following:

1. The use is in harmony and compatible with surrounding land uses and with the neighborhood and will not create a substantial adverse impact on adjacent properties with conditions;
2. Adequate services and infrastructure are available to serve the use, or adequate services and infrastructure will be provided;
3. The use complies with all specific criteria stated in these regulations for the use;
4. The use complies with additional requirements of overlay districts, if applicable.

NOW, THEREFORE, BE IT RESOLVED having heard and weighed the evidence, the Planning & Zoning Commission hereby recommends approval of the special use permit for the Countryside Grooming Special Use Permit-275 and rezoning the parcel to Commercial (C) zoning, subject to the following conditions:

1. Park County noise, lighting, and other nuisance regulations shall apply;
2. Prior to review by the Board of County Commissioners, the applicant shall provide evidence they have complied with any requirements of the State Fire Marshal's Office;
3. The applicant shall obtain sign permits from the Planning & Zoning Department, if applicable;
4. The applicant shall dispose of any waste generated onsite at an approved disposal site, and comply with all County solid waste disposal requirements;
5. The applicant shall take measures to prevent fur/hair from entering the septic system, to the greatest extent possible; and should the septic system fail or malfunction, it shall be brought up to today's standards which means, at a minimum, the leach field will need to be replaced;
6. The approval of this SUP shall change the zoning from Transitional (T) to Commercial (C); and
7. The applicant shall otherwise comply with standards in the Park County Development Standards and Regulations.

ADOPTED by the Planning & Zoning Commission this 21st day of May, 2025.

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

ATTEST:


Duncan Bonine, Chairman


Kim Lee Hardage, Secretary

RESOLUTION 2025 - 22
PARK COUNTY PLANNING & ZONING COMMISSION

TITLE: RECOMMENDATION TO APPROVE NEW ROOTS CAMPGROUND
SPECIAL USE PERMIT-276 (SUP-276)

WHEREAS, Katie Hauck Davison has submitted a Special Use Permit Application requesting review and approval of a Special Use Permit for a campground that will consist of three 40' x 40' tent sites and a 48' x 16' cabin. The cabin is served by NRWD and an existing small wastewater system, but water and septic hookups will not be provided or available for the tent sites;

WHEREAS, the property is addressed as 675 Lane 5, Powell and is located approximately three miles northeast of Powell, on the north side of Lane 5;

WHEREAS, this project is defined by Park County Development Standards and Regulations as a Campground: An outdoor area providing space for vacationers to live on a temporary basis in either tents, tent trailers, or recreational vehicles which is open to the general public and operated to provide financial gain to the proprietor. A campground may also include rental cabins and the sale of goods and services to patrons, but its primary function is to accommodate visitors providing their own shelter;

WHEREAS, the application and supporting documents are in substantial compliance with Park County Development Standards and Regulations pertaining to special use permits;

WHEREAS, the applicant submitted a statement on how compatibility can be achieved as required for a Special Use Permit – the proposed use will result in minimal noise and visual impacts, and is consistent with surrounding uses in this area, and adequate services and infrastructure are available, or will be made available, to serve the use;

WHEREAS, the Planning & Zoning Commission held a duly noticed public hearing on May 21, 2025, to consider the Special Use Permit application and made findings as follows:

1. On April 8, 2025, Katie Hauck Davison (applicant) submitted a Special Use Permit Application to the Planning and Zoning Department;
2. The applicant requests approval of a Special Use Permit for a campground that will consist of three 40' x 40' tent sites and a 48' x 16' cabin;
3. Applicable regulations are the *Park County, Wyoming, 2015 Development Standards and Regulations*, adopted September 15, 2015;
4. The use is classified as a campground;
5. Ownership is affirmed by Quitclaim Deed dated April 17, 2023, to Mitchell G. Davison, as an individual and single person, recorded as Document #2023-1327;

6. The property is described as Lot 2, New Roots Vineyard & Winery SS-316, recorded in Plat Bk. Q, Pg. 52; being part of Lot 46-R, T56N R98W and Lot 46-Q, T56N R99W of the 6th P.M., Park County, Wyoming;
7. The property is located approximately three miles northeast of Powell, on the north side of Lane 5, with an address of 675 Lane 5, Powell;
8. The property is in a General Rural Powell (GR-P) zoning district;
9. Campground uses are allowed in the GR-P zoning district, provided an SUP is approved;
10. Neighboring land uses are exempt Park County owned lands to the west, residential vacant lands to the east and north and residential lands south of the property. Agricultural lands and exempt Bureau of Reclamation lands are nearby;
11. The property is developed with a permitted residence and septic system, and the topography is relatively flat;
12. Legal notice requirements were met, including notice to property owners within 660 ft. of the property boundary;
13. The applicant provided a site plan drawing for the use showing a total of three 40'x40' tent sites, one 48'x16' existing cabin, four 6'x19' parking spaces and a common picnic table and fire pit area. Utility lines, existing septic system, common portable toilet and trash receptacle locations are shown;
14. The applicant provided the following details of how the campground will operate:
 - The campground will operate year-round, seven days per week.
 - Semi-private tent sites are designed to offer some privacy while maintaining a sense of community.
 - One rental cabin is available for guests who prefer not to tent camp. The cabin will be available for up to a six-month rental during the off-season for guests seeking extended stays.
 - Currently the cabin is rented long-term and the tenants will be on-site to help manage the campers.
 - Seasonal employees will be hired for maintenance and guest services during peak months.
 - One community fire pit will be accessible with picnic tables.
 - Nature trails and outdoor activities to include hiking, bird-watching and nature workshops may be offered.
 - Hosting eco-conscious retreats, yoga sessions and small outdoor gatherings may be offered.
 - Firewood, eco-friendly camping gear and locally made goods will be available for sale on-site.
15. The application was forwarded to relevant agencies as required;
16. The Powell-Clarks Fork Conservation District provided a soils report with the following information:

- Three soil types are predominate on the property: Worland-Oceanet complex (59.5% of area), Water-Pogo-like complex (12% of the area), and Apron sandy loam (28.3% of the area).
 - The soil types are rated “not limited,” “somewhat limited,” and “very limited” for dwellings with or without basements and small commercial buildings. The reasons for these ratings vary.
 - The soil types are predominately considered “very limited” regarding septic tank absorption fields. Limitations are due to slow water movement, depth to bedrock, flooding, and depth to saturated zone.
17. Shoshone Irrigation District confirmed there are no irrigation water rights or district easements on the property;
 18. Wyoming DEQ provided agency contacts and information for permitting associated with various construction activities that may impact surface water;
 19. The Wyoming State Fire Prevention and Electrical Safety agency have no requirements for the proposed use;
 20. The Park County Treasurer confirmed no property taxes are due at this time as this is a new parcel for the 2025 tax year;
 21. The Fire District stated they can provide fire suppression services to the property and request all access points are constructed to accommodate their fire equipment;
 22. Wyoming Game & Fish have no concern with the project, but offer their standard recommendations to help mitigate wildlife issues;
 23. Park County Weed & Pest confirmed the property is currently subject to a Long-Term Noxious Weed Management Plan. They noted the recent cabin and infrastructure development and per the requirements of the Weed Plan, re-vegetation shall take place within 12 months of any disturbance;
 24. NRWD has no concern so long as the applicants proceed as stated in their plans and do not provide water to the tent sites and NRWD does not provide fire-flow supply;
 25. Park County Public Works has not provided comment;
 26. Three neighboring landowners submitted letters and one neighbor provided verbal comment in support of the proposed campground;
 27. The applicant made a statement of how compatibility will be achieved:
 - Quiet hours will be enforced from 7pm to 7am to maintain a peaceful environment for both guests and neighbors.
 - Dogs will be permitted but must be on a leash at all times and adhere to quiet hours.
 - There will be a strict policy against disruptive behavior, ensuring a respectful coexistence with the surrounding community.
 - Lighting will be dark sky compliant.
 - A structured waste disposal system will be in place for waste and recyclables.
 - The restroom facility will be disguised as a shed to minimize the visual impact.

- The applicant is committed to operating in harmony with the local environment and community while providing an enjoyable outdoor experience for visitors.
28. The proposed use will not be within 20 feet of a County road right-of-way;
 29. No covenants tied to this property are known to exist;
 30. Outdoor lighting is proposed and will be required to comply with County regulations;
 31. There are no known nonconformities on the property;
 32. No nuisances have been reported at this location;
 33. Access is proposed by County Lane 5;
 34. The tent sites will not have access to domestic water. The cabin is served by Northwest Rural Water District;
 35. For Residential Units: Two parking spaces for each dwelling unit is required. Four parking spaces have been designated on the site plan. The applicant stated there is more space for parking along the entire south and west side of the cabin and the adjoining lot could be used for overflow parking. However, she has indicated that she will only allow one vehicle at each tent site, therefore parking appears to be adequate;
 36. A permitted septic system is in place to serve the cabin. The proposed portable toilet will need to be shielded, anchored and serviced regularly;
 37. Electricity is currently provided by Garland Light & Power to the existing cabin;
 38. A sign may be erected near the entrance in the future and will require review and permitting by the County. Small signs are proposed on the interior of the campground for emergency services and directional purposes;
 39. Solid waste will be disposed of according to County regulations;
 40. No specific criteria are identified for this use;
 41. The proposed use is not located in any Overlay District;
 42. Site plan review is required;
 43. No hazardous substances will be stored, handled, or disposed of on the site;
 44. Regarding fire protection, one designated community fire pit will be on-site and strictly regulated with posted guidelines that include mandatory extinguishing of fires before unattended periods. Fire extinguishers will be placed inside and outside of the cabin for rapid response;
 45. The use is not expected to impact any lakes, reservoirs, or streams;
 46. No federally protected wetlands are expected to be impacted by this use;
 47. A runoff and erosion control plan may be required for this use;
 48. Air quality is not expected to be impacted by this use;
 49. The proposed use is not considered a specific use; and
 50. Special Site Plan Standards do not apply.

WHEREAS, the Planning & Zoning Commission concludes the Special Use Permit Application 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 *Park County, Wyoming 2015 Development Standards and Regulations*;

WHEREAS, the Planning & Zoning Commission concludes the following:

1. The use is in harmony and compatible with surrounding land uses and with the neighborhood and will not create a substantial adverse impact on adjacent properties with conditions;
2. Adequate services and infrastructure are available to serve the use, or adequate services and infrastructure will be provided;
3. The use complies with all specific criteria stated in these regulations for the use;
4. The use complies with additional requirements of overlay districts, if applicable.

NOW, THEREFORE, BE IT RESOLVED having heard and weighed the evidence, the Planning & Zoning Commission hereby recommends approval of the special use permit for the New Roots Campground Special Use Permit-276 subject to the following conditions:

1. Park County noise, lighting, and other nuisance regulations shall apply;
2. Prior to review by the Board of County Commissioners, the applicant shall submit a formal response from Park County Public Works to the Planning & Zoning Department and comply with any of their requirements;
3. Prior to commencement of use, the applicant shall have a regularly maintained and anchored chemical toilet, shielded from view, available for restroom usage by tent campers;
4. Prior to placement of signs, the applicant shall obtain any required permits from the Planning & Zoning Department; and
5. The applicant shall otherwise comply with standards in the Park County Development Standards and Regulations.

ADOPTED by the Planning & Zoning Commission this 21st day of May, 2025.

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

ATTEST:


Duncan Bonine, Chairman


Kim Lee Hardage, Secretary

**RESOLUTION 2025-23
PARK COUNTY PLANNING & ZONING COMMISSION**

**TITLE: RECOMMENDATION TO APPROVE
FIVESIXONE MS-90 SKETCH PLAN**

WHEREAS, Tommi Stewart (applicant/landowner) propose to create a four-lot subdivision from an existing approximately 11.87-acre parcel. The subdivision is comprised of one 4.00-acre lot and three 2.62-acre lots, each for residential use;

WHEREAS, a minor subdivision must comply with the Minor Subdivision Review Process;

WHEREAS, the application and supporting documents are in substantial compliance with Park County Development Standards and Regulations pertaining to Minor Subdivision sketch plans;

WHEREAS, the Planning & Zoning Commission held a duly noticed public hearing on May 21, 2025 to consider the sketch plan application, and made findings as follows:

1. Tommi Stewart (applicant/landowner) submitted a Minor Subdivision Application on April 10, 2025, including payment, sketch plan, a copy of the Notice of Intent to Subdivide and other supporting documentation;
2. A revised sketch plan was received on May 5, 2025;
3. The applicant requests approval of a four-lot subdivision consisting of one 4.00-acre lot and three 2.62-acre lots, each for residential use;
4. Ownership is affirmed by Warranty Deed (dated May 5, 2023, Doc. #2023-1745) to Tommi Stewart, a single woman as sole owner;
5. Applicable Regulations for this development are the *Park County, Wyoming, 2015 Development Standards and Regulations*, adopted September 15, 2015 ("Regulations");
6. This subdivision is classified as a minor subdivision;
7. The property is in a GR-P zoning district;
8. The lot sizes as proposed are consistent with the GR-P zoning district;
9. The property is an 11.87-acre parcel of land within the NW/4SW/4 of Lot 44, Resurvey, T56N, R99W of the 6th P.M., Park County, Wyoming as described in Warranty Deed doc# 2023-1745;
10. The proposed subdivision is located approximately 2.4 miles north of Powell City limits, approximately ¼ mile north of the intersection of County Lane 6 and County Road 8 on the east side of County Road 8 with an address of 561 Road 8;

11. Proposed Lot 1 is developed with a permitted residence and septic system;
12. Proposed Lots 2, 3 & 4 are irrigated, productive cropland;
13. Neighboring land uses are primarily agricultural, with one residential property bordering the proposed subdivision to the north;
14. This property is within one mile of a municipality (annexed City of Powell property is approximately ½ mile south of the proposed subdivision); therefore, municipal review is required and the City of Powell has been notified;
15. Public notice requirements have been met;
16. Relevant agencies were notified as required;
17. Park County School District #1 stated they will have bus stops at all exit points onto County Road 8;
18. Montana-Dakota Utilities Company stated there is a 1.25" natural gas main line located in the ROW on the west side on Road 8 that can serve all proposed lots. Natural gas service line installations can be initiated once a structure is erected that will use natural gas;
19. Park County Fire Protection District #1 can provide fire suppression to the property. They request all access points be constructed to accommodate their fire equipment;
20. Powell-Clarks Fork Conservation District identified two soil types on the property: Youngston-like-Lostwells-like complex, 0 to 3 percent slopes and Youngston-like-Lostwells-like complex, 0 to 3 percent slopes, occasionally flooded.
 - The soil types are rated "somewhat limited" and "very limited" regarding dwellings with or without basements and small commercial buildings. Limitations are due to shrink-swell, flooding and depth to saturated zone.
 - Regarding septic tank absorption fields – the soil types are rated "very limited" due to flooding, depth to saturated zone and slow water movement.
 - The soil types are considered prime farmland if irrigated and not prime farmland;
21. TCT stated they can serve this subdivision with wireless internet and VOIP phone service delivered via wireless dish mounted on a building depending on line-of-sight to one of their towers;
22. Garland Light & Power provided an estimate to install a single-phase underground primary powerline to the 3 additional lots to the south coming off the overhead powerline at 561 Road 8 (proposed Lot 1). GLP stated they currently serve proposed lot 1 and have capacity to serve the additional 3 lots;
23. Shoshone Irrigation District stated they have been in contact with applicant and a water distribution plan will be required;
24. Park County Weed & Pest found one noxious weed species in their initial

- inspection and a Long-Term Noxious Weed Management Plan will be required;
25. USPS can deliver mail for the new addresses and placement of mailboxes will be determined when new residents are ready for mail delivery;
 26. A City of Powell representative stated the proposed subdivision will be placed on the 4/28 agenda. The City has no comments;
 27. The Park County Treasurer stated the first half of taxes are paid and the second half is due on May 10, 2025;
 28. Northwest Rural Water District stated one of the lots in the proposed subdivision has service installed. Capacity for additional service is currently available for the remaining lots, however details and costs of construction would need to be worked through with the landowner. Water service agreements are the only mechanism available to obligate NRWD service to these lots;
 29. Wyoming Game & Fish stated they have no terrestrial wildlife comments for this subdivision;
 30. Wyoming DEQ summarized the notifications, permits, and certificates required for various activities that may impact surface or groundwater;
 31. Park County Public Works has provided the following information from their review:
 - Legal access to the lots is from direct access to County Road 8, a chip sealed/paved surface road that is maintained by Park County. The proposed increase in traffic associated with the subdivision is not expected to result in a change in classification of the roadway.
 - Sufficient frontage exists to accommodate new access points to the lots. All new access points or upgrades to existing access points require a permit from Park County Public Works;
 - Addressing will be reviewed and issued upon development of each individual lot. Lot owners will be able to establish address points by submitting a Request for Address form and application from Public Works.
 - Public Works does not have any concerns with drainage and erosion control at this time. In no case shall development result in an increase in stormwater runoff to the County ROW or adjacent properties.
 32. One public comment has been received by the property owner adjacent and south of the proposed subdivision. He noted concern about a 40' easement shown on the sketch plan on the south end of Lot 4 and a fence line encroaching on the easement (which he uses);
 33. The applicant addressed the public comment and stated the easement is as stated on the sketch plan for access and utilities for the parcel adjacent to the east of the subdivision and does not affect or benefit the property owner to the south of the subdivision;

34. A pre-application meeting was held on February 25, 2025;
35. A title report dated March 5, 2025 has been received;
36. No new roads or driveways are proposed;
37. Solid waste disposal services are available through private companies;
38. No known landslides, steep slopes, rockfalls or other hazardous features are known to exist on the property;
39. Access to each lot will be directly from County Road 8;
40. Application submission requirements for sketch plan have been met;
41. Percolation tests were completed on proposed Lots 1 & 4 on May 3, 2025. The applicant noted the holes did not percolate, which indicates a percolation rate in excess of 80mpi;
42. On May 3, 2025, groundwater exploration cuts were made on proposed subdivision Lots 1 & 4, to depths of approximately 8 feet. Groundwater was discovered at 8 feet below the surface and the applicant noted evidence of groundwater at a depth of 4 feet;
43. Engineered septic systems may be required due to slow percolation rates and high groundwater;
44. Wastewater requirements pertaining to sketch plan review have been met;
45. Domestic water is proposed from NRWD. There is one existing tap and NRWD currently has the capacity to serve three additional taps, however details and costs of construction would need to be worked through with the landowner;
46. On-site wells must comply with the requirements of the Wyoming State Engineer's Office;
47. Domestic water requirements pertaining to sketch plan review have been met, except that an agreement has not been made with NRWD for three additional taps;
48. There will be a reduction in land available for agricultural use upon the development of the proposed subdivision lots. The applicant will be required to comply with the recommendations of County Weed and Pest regarding the control of weeds. The subdivision, with existing and future residential uses, is not expected to cause further disturbances of weed development, pests and litter or domestic pets;
49. This parcel is located in an Agricultural Overlay District;
50. Notice of the Wyoming Right to Farm and Ranch Act of 1991 must be stated on the final plat;
51. Existing irrigation facilities have been identified on the property;
52. All easement standards apply;
53. Agricultural impacts have been addressed;

54. No stream or river is within or adjacent to the proposed subdivision;
55. Water rights requirements pertaining to sketch plan have been met;
56. Electric service is not yet adjacent to each lot;
57. Utility requirements pertaining to sketch plan have been met, with the exception that power service is not adjacent to each lot; therefore, a Subdivision Improvements Agreement will be required;
58. Lot standards have been met;
59. Common maintenance of facilities is not proposed;
60. No sidewalks, street lighting, alleys, or open spaces are proposed;
61. An HOA will not be required unless common facilities maintained by lot owners are proposed;
62. It appears that livestock can be legally run at large on lands adjacent to the proposed subdivision. The subdivision is subject to Wyoming Statute § 18-5-319;
63. The applicant will be required to provide evidence of 1) an existing legal perimeter fence as prescribed by W.S. 11-28-102; 2) written consent from all adjacent landowners a perimeter fence is not necessary; or 3) plans to construct a perimeter fence as required by statute and in accordance with W.S. 18-5-306(a)(xiii);
64. There will be a reduction in land available for agricultural use upon the development of the proposed subdivision lots;
65. The proposed lots appear to be adequately sized to allow for development;
66. No open spaces, natural areas, schools, or parks are proposed or required; and
67. All approval standards requirements pertaining to sketch plan review have been met.

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 sketch plan for FiveSixOne MS-90, 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 services. 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. Prior to Final Plat Review by the Board of County Commissioners, the applicant shall provide a water distribution plan that has been reviewed and approved by the Shoshone Irrigation District to the Planning and Zoning Department;
3. Prior to Final Plat Review by the Board of County Commissioners, the applicant shall place the following note on the final plat: "Slow percolation rates and high groundwater may be present and engineered systems may be required.";
4. In regards to domestic water, prior to Final Plat review by the Board of County Commissioners:
 - a. If the applicant chooses to serve the lots by a NRWD taps, the applicant shall provide an executed Water Service Agreement with NRWD obligating service to Lots 2, 3 & 4; or
 - b. If the applicant chooses to serve Lots 2, 3 & 4 by a well, the applicant shall provide a water analysis from a well within one-half mile of the subdivision; or
 - c. If a NRWD taps for Lots 2, 3 & 4 are not proposed and a well is not available for sampling within one-half mile, the applicant shall place the following note on the final plat: **"NO WATER ANALYSIS WAS CONDUCTED AND THE AVAILABILITY AND QUALITY OF POTABLE WATER IS UNKNOWN. CISTERNS MAY BE REQUIRED."**;
5. Prior to Final Plat Review by the Board of County Commissioners, the applicant shall provide evidence of 1) an existing legal perimeter fence as prescribed by W.S. 11-28-102; 2) written consent from all adjacent landowners a perimeter fence is not necessary; or 3) plans to construct a perimeter fence as required by statute and in accordance with W.S. 18-5-306(a)(xiii);
6. Prior to final plat review by the Board of County Commissioners, the applicant shall submit a completed *Affidavit of Subdivider's Compliance with W.S. 18-5-319* to the Planning and Zoning Department; and
7. Prior to Final Plat Review by the Board of County Commissioners, the applicant shall submit an appropriate Subdivision Improvements Agreement, if applicable, addressing all applicable required improvements (i.e., utilities, water taps, fencing, etc.) for review by staff and approval as to form by the County Attorney and approval of the Board;
8. Prior to Final Plat Review by the Board of County Commissioners, the applicant shall place the following note on the final plat: "Any proposed water wells on these subdivision lots shall be permitted by the Wyoming State

Engineer's Office prior to installation”;

9. Prior to Final Plat Review by the Board of County Commissioners, the applicant shall place a notice of the Wyoming Right to Farm and Ranch Act of 1991 on the plat; and
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 21st day of May, 2025.

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

A handwritten signature in blue ink, appearing to read "Duncan Bonine", written over a horizontal line.

Duncan Bonine, Chairman

ATTEST:

A handwritten signature in blue ink, appearing to read "Kim Lee Hardage", written over a horizontal line.

Kim Lee Hardage, Secretary

RESOLUTION 2025 - 24
PARK COUNTY PLANNING & ZONING COMMISSION

TITLE: RECOMMENDATION TO APPROVE DRAGONFLY RIVER RANCH
SPECIAL USE PERMIT-277 (SUP-277)

WHEREAS, Scott Mitchell has submitted a Special Use Permit Application requesting review and approval of a Special Use Permit to construct a 31,000 sq-ft. riding arena (large impact structure) for personal use;

WHEREAS, the property is addressed as 289 Pitchfork Rd, Meeteetse and is located just under one mile west/southwest of Meeteetse, on the north side of Highway 290 (Pitchfork Rd);

WHEREAS, this project is defined by Park County Development Standards and Regulations as a Large impact structure: Any building larger than 10,000 square feet accessory to any use;

WHEREAS, the application and supporting documents are in substantial compliance with Park County Development Standards and Regulations pertaining to special use permits;

WHEREAS, the applicant submitted a statement on how compatibility can be achieved as required for a Special Use Permit – the proposed use will result in minimal noise and visual impacts, and is consistent with surrounding uses in this area, and adequate services and infrastructure are available, or will be made available, to serve the use;

WHEREAS, the Planning & Zoning Commission held a duly noticed public hearing on May 21, 2025, to consider the Special Use Permit application and made findings as follows:

1. Scott Mitchell (applicant) on behalf of Dirt Road Dollars, LLC (landowner), submitted a Special Use Permit Application on April 16, 2025, including payment and a Site Plan;
2. The applicant requests approval of a Special Use Permit to construct a 31,000 sq-ft. riding arena (large impact structure) for personal use;
3. Applicable regulations are the *Park County, Wyoming, 2015 Development Standards and Regulations*, adopted September 15, 2015;
4. The use is classified as a large impact structure;
5. Ownership is affirmed by Warranty Deed dated October 4, 2021, to Dirt Road Dollars, LLC, a Utah limited liability company (Document #2021-7088);
6. The property is a 364.40-acre parcel located in Lot 4, and the SE1/4SW1/4, SW1/4SE1/4 of Section 7, and the E1/2 of Section 18, and in the W1/2W1/2 of Section 17, T48N, R100W, 6th P.M., Park County, Wyoming;
7. The property is in a General Rural Meeteetse (GR-M) zoning district;
8. Large Impact Structure uses are permitted in the General Rural Meeteetse (GR-M) zoning district provided a Special Use Permit is approved;

9. The property is located just under one mile west/southwest of Meeteetse, on the north side of Highway 290 (Pitchfork Rd), with an address of 289 Pitchfork Rd, Meeteetse, WY;
10. Neighboring land uses are primarily agricultural, with exempt BLM land to the north and a small commercial parcel to the southeast;
11. The property is partially developed with a permitted septic system, two residences, accessory structures and there a building permit and a small wastewater system permit to construct for a third residence issued in June of 2024;
12. SUP-171 (for a large impact structure) and SUP 4-05 (for a private landing strip) were approved in 2018 and 2004 on this property, but have since expired and are not in use;
13. The Greybull River runs through the center of the property, and there is an associated Special Flood Hazard Area along the river corridor; the project is not proposed within the floodplain;
14. The area of the property where the use is proposed is generally flat;
15. The applicant provided a site plan showing the proposed arena location, utility lines, parking and driveway access;
16. Legal notice requirements have been met;
17. Relevant agencies were notified as required;
18. Greybull Valley Irrigation District has no issue with the proposed structure and confirmed it will not affect any of their irrigation infrastructure;
19. WYO Electric confirmed there is sufficient existing power service at the location to serve the proposed arena;
20. Rimrock Engineering provided a Geotechnical Engineering Report (stamped by a Wyoming Professional Geotechnical Engineer) with the following recommendations:
 - Due to the planned design and construction of the riding arena, foundation loads are expected to be moderate to high and generally are column loaded. The best alternative is to support the proposed structure using drilled concrete piers extending into the underlying gravel stratum in order to bypass the compressible clay and silt soils.
 - To reduce the potential for movement related distress to concrete slabs (if present), a minimum of 8 inches of structural fill reinforced with a layer of Mirafi RS3801 should be used for slab support;
21. Wyoming DEQ summarized the notifications, permits, and certificates required for various activities that may impact surface or groundwater;
22. The Park County Treasurer stated the property taxes are paid in full on this parcel;
23. The State Fire Inspector confirmed plan review is not required since it is for private use, but offered the following information for the applicant: Fire safety requirements,

such as exit doors and fire sprinklers, *are required* for spectator and office areas if a riding arena is used for competition, rider training, event space, or commercial use;

24. The State Electrical Inspector stated a wiring permit may be required;
25. The Meeteetse Local Planning Area Advisory Committee has reviewed the project and offered their approval of the plans;
26. The Town of Meeteetse confirmed the property is connected to town water and the public works director will be able to confirm whether or not the tap size is sufficient to serve the arena;
27. WYDOT has no requirements for a private arena, however there are requirements for special events or commercial use;
28. Park County Weed & Pest will not require a Long-Term Noxious Weed Management Plan, however they recommend the applicant follow "Best Management Practices for Controlling the Spread of Noxious Weeds";
29. Wyoming Game & Fish and Park County Public Works have not provided comment;
30. No public comments have been received;
31. The applicant made the following statements of how compatibility will be achieved:
 - The arena will be for private use of the ranch only.
 - There will not be any noise or air quality impacts.
32. The property is not adjacent to a County Road;
33. No covenants are known to exist;
34. The applicant plans to install minimal lighting above the arena man doors;
35. Any outdoor lighting must comply with county regulations;
36. There are no known nonconformities on the property;
37. No nuisances have been reported at this location;
38. Factors relating to compatibility and impacts of the use have been addressed and suggest that the proposed use will be in harmony and compatible with surrounding land uses and with the neighborhood and will not create a substantial adverse impact on adjacent properties;
39. Access exists from State Highway 290 (Pitchfork Road);
40. The applicant plans to connect frost-free hydrants to their town of Meeteetse water tap to serve the use;
41. The Town of Meeteetse hasn't confirmed the existing tap is sufficient for the use;
42. There appears to be ample parking space to serve the use;
43. A portable toilet will be in place to serve the arena at this time and it will need to be screened from view, anchored and regularly maintained;
44. The applicant may propose a bathroom and septic system in the future, at which time a small wastewater system permit will be required;

45. The applicant proposes to connect the arena to existing power infrastructure in place on the property. An electrical contractor has provided confirmation that the existing infrastructure will provide the necessary power to serve the arena use;
46. No signs are proposed or necessary for this use, though any future signage is subject to the regulations;
47. Solid waste disposal services are available through private companies;
48. Adequate utilities, public services and infrastructure exist for the proposed use or the applicant will provide services to serve the proposed use;
49. No specific criteria are identified for this use;
50. Portions of the property are in the Agricultural and Flood Overlays;
51. The proposed use is consistent with area agricultural operations;
52. Any proposed development within the Special Flood Hazard Area is not allowed without first obtaining a Floodplain Permit from the County or a LOMA determination from FEMA;
53. Site plan review is required for this use;
54. No hazardous substances will be stored, handled, or disposed of on this site;
55. A runoff and erosion control plan may be required; and
56. No impacts to air quality are expected.

WHEREAS, the Planning & Zoning Commission concludes the Special Use Permit Application 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 *Park County, Wyoming 2015 Development Standards and Regulations*;

WHEREAS, the Planning & Zoning Commission concludes the following:

1. The use is in harmony and compatible with surrounding land uses and with the neighborhood and will not create a substantial adverse impact on adjacent properties with conditions;
2. Adequate services and infrastructure are available to serve the use, or adequate services and infrastructure will be provided;
3. The use complies with all specific criteria stated in these regulations for the use;
4. The use complies with additional requirements of overlay districts, if applicable.

NOW, THEREFORE, BE IT RESOLVED having heard and weighed the evidence, the Planning & Zoning Commission hereby recommends approval of the special use permit for the Dragonfly River Ranch Special Use Permit-277 subject to the following conditions:

1. Approval is granted based on the applicant's proposal of a 31,000-square-foot arena for private use;

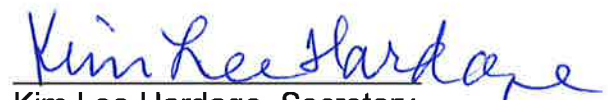
2. Any modifications to the use, including but not limited to expansion, placement of improvements, or increased intensity of the use, will require an amendment to this SUP or a new SUP, pursuant to the regulations in place at the time of the proposed change;
3. Park County noise, lighting, and other nuisance regulations shall apply;
4. Prior to review by the Board of County Commissioners, the applicant shall submit an approved drainage and erosion control plan, including a revised site plan that is professionally done in compliance with County standards, to the Planning & Zoning Department;
5. Prior to review by the Board of County Commissioners, the applicant shall submit a response from Wyoming Game & Fish;
6. Prior to review by the Board of County Commissioners, the applicant shall submit a response from the Town of Meeteetse to confirm whether the existing water connection is sufficient to serve the large impact structure;
7. Prior to construction of the arena, the applicant shall obtain an approved Building/Zoning Permit for the arena structure from the Planning & Zoning Department;
8. The applicant shall screen, anchor and regularly maintain the portable toilet serving the use and shall obtain a small wastewater system permit should a septic system be necessary in the future; and
9. The applicant shall otherwise comply with standards in the Park County Development Standards and Regulations.

ADOPTED by the Planning & Zoning Commission this 21st day of May, 2025.

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


Duncan Bonine, Chairman

ATTEST:


Kim Lee Hardage, Secretary

RESOLUTION 2025 - 25
PARK COUNTY PLANNING & ZONING COMMISSION

TITLE: RECOMMENDATION TO APPROVE SHERIDAN GREENHOUSE
SPECIAL USE PERMIT-278 (SUP-278)

WHEREAS, Della Sheridan has submitted a Special Use Permit Application requesting review and approval of a Special Use Permit for a commercial greenhouse business that will consist of one 20'x75' greenhouse, one 30'x80' greenhouse and a 30'x30' office;

WHEREAS, the unaddressed property is located approximately one mile east of Powell, on the north side of county Lane 9;

WHEREAS, this project is defined by Park County Development Standards and Regulations as a Minor commercial business: Retail and service businesses and office uses with building sizes less than 5,000 square feet of floor area and less than one acre of land developed in association with the use;

WHEREAS, the application and supporting documents are in substantial compliance with Park County Development Standards and Regulations pertaining to special use permits;

WHEREAS, the applicant submitted a statement on how compatibility can be achieved as required for a Special Use Permit – the proposed use will result in minimal noise and visual impacts, and is consistent with surrounding uses in this area, and adequate services and infrastructure are available, or will be made available, to serve the use;

WHEREAS, the Planning & Zoning Commission held a duly noticed public hearing on May 21, 2025, to consider the Special Use Permit application and made findings as follows:

1. On April 18, 2025, Della Sheridan (applicant) submitted a Special Use Permit Application to the Planning and Zoning Department;
2. The applicant requests approval of a Special Use Permit for a commercial greenhouse business that will consist of one 20'x75' greenhouse, one 30'x80' greenhouse and a 30'x30' office;
3. Applicable regulations are the *Park County, Wyoming, 2015 Development Standards and Regulations*, adopted September 15, 2015;
4. The use is classified as a minor commercial business;
5. Ownership is affirmed by Warranty Deed dated May 6, 2022, to Chance J.K. Sheridan and Della Sheridan, husband and wife, and Jeff R. Sheridan and Roxane Sheridan, husband and wife, as joint tenants with right of survivorship and not as tenants in common (Document #2022-2739);
6. The property is described as Lot 1, Kylander SS-323, recorded in Plat Bk. Q, Pg. 82; being part of Lot 69-S, Lot 69, Resurvey, T55N R99W of the 6th P.M., Park County, Wyoming;

7. The property is located on an unaddressed parcel, approximately one mile east of Powell, on the north side of county Lane 9, Powell;
8. The property is in a Rural Residential 2-Acre (RR-2) zoning district;
9. Minor commercial business uses are allowed in the RR-2 zoning district, provided an SUP is approved;
10. Neighboring land uses are a mix of industrial, commercial vacant, residential and exempt cemetery district lands. Agricultural lands are also nearby;
11. The property is vacant and unirrigated land, and the topography is relatively flat;
12. Legal notice requirements were met, including notice to property owners within 660 ft. of the property boundary;
13. The applicant provided a site plan drawing for the use showing the following:
 - Greenhouse structures: One 20'x75' and one 30'x80'.
 - A 32'x30' office structure.
 - Thirteen parking spaces.
 - Well and septic system locations.
 - Utility infrastructure.
 - Proposed sign location.
 - Main driveway.
 - Applicant's future residence, NRWD infrastructure and septic system.
14. The applicant provided the following details of how the campground will operate:
 - Seasonal commercial greenhouse business specializing in annual and perennial flowers, garden fruits and vegetables as well as trees and shrubs.
 - A retail building will be open year-round offering rare and common house plants, soil, pots and plant accessories.
 - Business hours will be 8am – 6pm, seven days per week.
 - Both the applicant and her husband will be employed. The applicant has not determined how many non-resident employees will be needed, but she does plan to hire part-time or full-time help as needed.
15. The application was forwarded to relevant agencies as required;
16. Park County Fire District #1 can provide fire suppression to the property provided all access points are constructed to accommodate their fire equipment;
17. Shoshone Irrigation District confirmed the property does not have any irrigation water rights and the only district easement is along the northern section of the subdivision (not on the subject property);
18. The Conservation District provided a soils report dated October 16, 2024 with the following information:
 - Two soil types were identified within the proposed subdivision: Willwood-Preatorson-Rock outcrop complex, 3 to 60 percent slopes (32% of the area) and Griffy sandy clay loam, 0 to 3 percent slopes (68% of the area).

- The primary soil type is rated “not limited” with regard to dwellings and small commercial buildings.
 - Soils are rated “very limited” with regard to septic tank absorption fields. Limitations are due to filtering capacity, slow water movement and slope.
 - Soil types are not considered prime farmland.
19. Wyoming DEQ provided agency contacts and information for permitting associated with various construction activities that may impact surface water;
 20. The State Fire Inspector will not require fire plan review;
 21. NRWD confirmed the applicant has been in contact with them and they currently have the capacity to serve the use, however a Water Service Agreement is the only tool available to obligate NRWD service;
 22. The Park County Treasurer confirmed property taxes are paid in full;
 23. Wyoming Game & Fish have no terrestrial wildlife comments pertaining to the proposed use;
 24. Park County Weed & Pest will not require a Long-Term Noxious Weed Management Plan, however they recommend the applicant follow Best Management Practices for Controlling the Spread of Noxious Weeds;
 25. The Wyoming Department of Agriculture noted certain licenses may be required by their department for the use;
 26. The Wyoming State Electrical Inspector said there are no permitting requirements from his department;
 27. Park County Public Works has not provided comment;
 28. One written public comment was received from a neighboring landowner with concerns about drainage, parking in their driveway and noise. They also were present at the public hearing to voice their concerns;
 29. The applicant addressed the public concerns:
 - The access/driveway will be built with a 8” base and will serve as a berm between the greenhouse use and their property and structures.
 - Clear signage will be placed at the entrance and driveway to direct customers to designated parking and the applicant’s will immediately require any customers to move should they mistakenly park at the neighboring property.
 - Greenhouse fans will be on the west side of the greenhouses, and the office has intentionally been placed between the greenhouses and the neighboring property as a buffer.
 30. The applicant made a statement of how compatibility will be achieved:
 - No grow lights will be used inside the greenhouses and all outside lighting will be shrouded.
 - Noise from heaters and fans will be minimal as will customer noise.

- Traffic impacts are expected to be minimal along Lane 9. There will be a few days per year when the greenhouse is busy (i.e., Mother's Day and opening and closing day for the season).
- Wastewater from watering the greenhouse plants is controlled and a gravel base on the greenhouse floors will absorb any watering runoff that may occur.

31. The proposed use will not be within 20 feet of a County road right-of-way;
32. No covenants tied to this property are known to exist;
33. Outdoor lighting is proposed and will be required to comply with County regulations;
34. There are no known nonconformities on the property;
35. No nuisances have been reported at this location;
36. A soils report has been received;
37. Access is proposed from County Lane 9;
38. The applicant plans to drill a domestic water well for plant watering in the greenhouses. NRWD is proposed to serve the office and retail part of the business;
39. Non-residential uses require one parking space for each 400 square feet of floor area. Total cumulative building size proposed is 4,800sq-ft and will require 12 parking spaces. The site plan shows 13 available parking spaces. Parking appears to be adequate;
40. The applicant proposes to construct a septic system to serve the greenhouse office. A permit to construct will be required from the Planning & Zoning Department prior to construction of the system;
41. Electricity is proposed by Garland Light & Power and natural gas service by MDU;
42. A sign is proposed and will require review and permitting by the County;
43. Solid waste will be disposed of according to County regulations;
44. No specific criteria are identified for this use;
45. The proposed use is not located in any Overlay District;
46. Site plan review is required;
47. No hazardous substances will be stored, handled, or disposed of on the site;
48. Regarding fire protection, the applicant stated exit signs and fire extinguishers will be required and the State Fire Inspector will conduct a walk-through inspection prior to opening;
49. The use is not expected to impact any lakes, reservoirs, or streams;
50. No federally protected wetlands are expected to be impacted by this use;
51. A runoff and erosion control plan may be required for this use;
52. Air quality is not expected to be impacted by this use;
53. The proposed use is not considered a specific use; and

54. Special Site Plan Standards do not apply.

WHEREAS, the Planning & Zoning Commission concludes the Special Use Permit Application 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 *Park County, Wyoming 2015 Development Standards and Regulations*;

WHEREAS, the Planning & Zoning Commission concludes the following:

1. The use is in harmony and compatible with surrounding land uses and with the neighborhood and will not create a substantial adverse impact on adjacent properties with conditions;
2. Adequate services and infrastructure are available to serve the use, or adequate services and infrastructure will be provided;
3. The use complies with all specific criteria stated in these regulations for the use;
4. The use complies with additional requirements of overlay districts, if applicable.

NOW, THEREFORE, BE IT RESOLVED having heard and weighed the evidence, the Planning & Zoning Commission hereby recommends approval of the special use permit for the Sheridan Greenhouse Special Use Permit-278 subject to the following conditions:

1. Park County noise, lighting, and other nuisance regulations shall apply;
2. Prior to review by the Board of County Commissioners, the applicant shall submit a formal response from Park County Public Works to the Planning & Zoning Department and comply with any of their requirements;
3. Prior to commencement of construction of the septic system, the applicant shall obtain a Small Wastewater System Permit to Construct from the Planning & Zoning Department;
4. Prior to commencement of construction, the applicant shall obtain building permits for the greenhouse and office structures from the Planning & Zoning Department;
5. Prior to placement of signs, the applicant shall obtain any required permits from the Planning & Zoning Department;
6. The applicant shall obtain any required permits from the Wyoming Department of Agriculture prior to commencement of the use;
7. The applicant shall obtain a permit for the well from the State Engineer's Office; and
8. The applicant shall otherwise comply with standards in the Park County Development Standards and Regulations.

ADOPTED by the Planning & Zoning Commission this 21st day of May, 2025.

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

ATTEST:



Duncan Bonine, Chairman



Kim Lee Hardage, Secretary



Park County Planning & Zoning Department

1002 Sheridan Avenue, Suite #109

Cody, Wyoming

(307) 527-8540

PARK COUNTY PLANNING & ZONING COMMISSION

Meeting 1:00 P.M., **Wednesday, May 21, 2025**, in the Alternate Emergency Operating Center (EOC Room), basement of the Courthouse Addition
1002 Sheridan Ave. Cody, WY

This is a regular meeting of the Park County Planning & Zoning Commission, open to the public. For more information, please contact the Park County Planning & Zoning Department at 307-527-8540, 307-754-8540, or 1-800-786-2844.

APPROVAL OF MINUTES

Approve minutes from April 16, 2025, regular meeting.

REGULAR AGENDA

[Public Hearing: Countryside Grooming SUP-275](#)

[Public Hearing: New Roots Campground SUP-276](#)

[Public Hearing: FiveSixOne MS-90 Sketch Plan](#)

[Public Hearing: Dragonfly River Ranch SUP-277](#)

[Public Hearing: Sheridan Greenhouse SUP-278](#)

[Update on Development Standards and Regulations Amendments](#)

OTHER BUSINESS

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

ADJOURN

PLEASE SIGN IN

PLANNING and ZONING COMMISSION REGULAR MEETING May 21, 2025

		Countryside Grooming SUP-275	
		New Roots Campground SUP-276	
		FiveSixOne MS-90 Sketch Plan	
		Dragonfly River Ranch SUP-277	
		Sheridan Greenhouse SUP-278	
	Please PRINT your name	Name of the HEARING OF INTEREST	DO YOU WISH TO SPEAK
1	Terri Stearns	FiveSixOne Minor Sub	if needed
2	JaNeen Burrows	Countryside Grooming	No
3	Katie Davison	New Roots Campground	if questions
4	SCOTT MITCHELL	Dragonfly River Ranch	need answered if need yes
5	Ryan Green	683 Lot - Sheridan Greenhouse	yes
6	Michelle Matzke	Sheridan Greenhouse SUP 278	YES
8	Della Sheridan	Sheridan Greenhouse	yes
9	Chance Sheridan	Sheridan Greenhouse	If needed
10	Mike JESKE	DRAGONFLY RIVER RANCH	✓
11	GERALD HEATH	DRAGONFLY RIVER RANCH	"
12	Mary McKinney	all	✓
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