

1 **Planning & Zoning Commission Minutes**

2 January 21, 2026

3  
4 This is a regular meeting of the Park County Planning & Zoning Commission held at 1:00pm in  
5 the Alternate EOC Meeting Room in the County Courthouse at 1002 Sheridan Ave., Cody, WY.

6  
7 **Commission Members Present:**

8 Duncan Bonine, Chairman (voted 2026 Vice Chairman)  
9 Brian Peters, Vice Chairman (voted 2026 Chairman)  
10 Kimberly Brandon-Wintermote  
11 Randy Mair  
12 Earl McKinney

13  
14 **Staff Present:**

15 Joy Hill, Planning Director  
16 Kim Dillivan, Assistant Director  
17 Erika Decker, Planner I  
18 Brian Edwards, County Engineer (by virtual means)  
19 Ben McDonald, Public Works (by virtual means)  
20 Mary McKinney, Weed and Pest (by virtual means)

21  
22 Chairman Bonine opened the meeting at 1:00pm and introduced Commission members and staff.

23  
24 **ELECTION OF OFFICERS**

25  
26 Chairman Bonine announced the election of officers for the new year. Commissioner Brandon-  
27 Wintermote made a MOTION to have Commissioner Peters serve as Chairman and  
28 Commissioner Bonine serve as Vice Chairman. Motion SECONDED by Commissioner Mair. All  
29 in favor. Motion passed.

30  
31 **APPROVAL OF MINUTES**

32  
33 Chairman Peters asked the Commission for comments or changes to the Dec 17, 2025 meeting  
34 minutes. Commissioner Mair made a MOTION to approve the minutes; Commissioner Brandon-  
35 Wintermote SECONDED the motion to approve the minutes as corrected. All in favor. Motion  
36 carried.

37  
38 **REGULAR AGENDA**

39  
40 **PUBLIC HEARING – Erickson Subdivision Sketch Plan:** Brian and Callee Erickson  
41 (applicants/landowners) request approval of application and Sketch Plan for Erickson  
42 Subdivision. The applicants propose to re-subdivide Lot 6 of Western Hills Subdivision, thereby  
43 creating a 2-lot major subdivision comprised of one 7.38-acre lot and one 1.47-acre lot, each for  
44 residential use. The proposed subdivision is approximately 1.1 miles northwest of Powell city  
45 limits on the south side of Barrows Rd with an address of 1118 Barrows Rd, Powell, in a General  
46 Rural - Powell (GR-P) zoning district in the Powell Local Planning Area. The property is  
47 approximately 8.85 acres within Tract 11, Lot 84, Resurvey, T55N, R99W of the 6<sup>th</sup> P.M., Park  
48 County, WY.

49  
50 Chairman Peters reviewed the rules of a public meeting and opened the public hearing at 1:08pm.

51  
52 There being no comments from Commission members, Erika Decker, Planner I, presented the  
53 Staff Report.

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- 54 - It is unclear to staff where the new leach field will be for the Lot 2 residence after the  
55 existing system is abandoned.  
56

57 Chairman Peters asked if any Commission members had questions for Staff.

- 58 • Commissioner Mair asked about the larger subdivision – Western Hills. How big is it and  
59 does it have its own HOA. It appears there were six lots in the first filing and then two  
60 additional subdivisions. As for the HOA, we would have to check the clerk's records to see  
61 if that exists.
- 62 • Commissioner McKinney said the perc test and groundwater cut were done on one  
63 property but he assumes that is not where a new system will go. Staff is unsure and  
64 recommended asking the applicant for clarification.
- 65 • Commissioner Bonine addressed Finding #43 and the deviation from DEQ review on  
66 septic and water. Staff stated they're requesting that we follow the same standards that  
67 we would for a simple or a minor instead of having that go through DEQ chapter 23 review,  
68 and that is an allowable deviation by the board in our new regulations, instead of them  
69 having to get a variance like was previously needed.
- 70 • Commissioner Brandon-Wintermote said the last time we saw a subdivision in this neck  
71 of the woods, we saw disagreement regarding the road.
- 72 • Commissioner Brandon-Wintermote said last time the school district said they would not  
73 go down the road due to its condition. Their recent response on this project says  
74 something different. Do we know if something has changed? Has the road condition  
75 changed? Staff does not know.
- 76 • Brian Edwards, County Engineer, said they are working on a letter with comments on this  
77 project. As was stated, we have had other fairly recent subdivisions...Western Hills 2<sup>nd</sup>  
78 Filing, Sullivan, Mendoza...where there are other subdivisions involving multiple lots, the  
79 road that should have been built to a residential standard has not happened. Our office  
80 had granted administrative relief previously to prevent a single developer from having to  
81 improve the entire road. While we do believe the road should be brought to the County  
82 standard, we feel it is the responsibility of all the landowners. In this case, it is a little bit  
83 different than the others, there are two existing residences already using the road. In  
84 processing this lot split in this subdivision, there would be no additional traffic or wear and  
85 tear on the road from what is happening already. There are already two approaches. The  
86 westernmost one would have to be improved a little bit. They are recommending that the  
87 applicant apply for administrative relief and what could happen, if there is no opposition  
88 from the neighbors and the public that needs to happen, what happened on the others  
89 where we've granted administrative relief, they appealed to the Board for their final  
90 decision. The road does not meet the minimum standards for width, paving, but based on  
91 what we've done for some others, we would recommend this be improved, but all  
92 landowners using the road should be part of that improvement. We do agree that both lots  
93 should share in road improvements and maintenance. He recalled at least two other road  
94 improvement and maintenance agreements there. If there are any improvements to either  
95 of the lot approaches, a right-of-way permit should be issued by Public Works. The other  
96 thing is on the addressing, both residences are served by a single address. If split, and  
97 two separate accesses are used, there should be two separate addresses. No stormwater  
98 management or erosion control plan will be required.
- 99 • Mary McKinney, Weed and Pest, typically we wouldn't ask for a long-term weed plan in  
100 this situation with two residences on one lot, but with the significant presence of weeds  
101 and the potential for utility work and a leach field, we want to work with landowners.  
102

103 Chairman Peters asked if the applicant had any questions or comments.

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- 104 • Tommi Stewart, applicant's representative from Interstate Engineering. On DEQ review,  
105 since it already has an existing septic and it will be on an NRWD tap, DEQ said on top of  
106 regular review, they would look to groundwater contaminants so they would not leach into  
107 neighboring lands. There is not anything for them to approve. As far as the leach field, the  
108 existing one will be abandoned and a new one will be built on Lot 2. There are no permits  
109 on file for what exists on the property.
- 110 • Commissioner Brandon-Wintermote asked about MDU and the electricity providers and  
111 their concerns about easements. Tommi said they plan to put a 20-foot easement between  
112 the two houses to cover anything existing. The power is going to be routed down Barrows  
113 Road to a pole and then underground from there.
- 114 • Commissioner Brandon-Wintermote asked about NRWD. Tommi said there will be an  
115 easement all down the west side of the lot to cover power coming from the north. The  
116 irrigation comes from the west. We will put a tee and manifold in to run in an easement to  
117 the north. It will all be sprinkled and a waste ditch won't be needed, but there already is  
118 one.

119  
120 Chairman Peters asked if there were comments from any members of the public.

- 121 - Tommi said they are working on gathering signatures from the neighbors regarding the  
122 potential to not need to fully fence the property. The property is mostly fenced.
- 123 - Commissioner Brandon-Wintermote asked what the applicant is planning to do with road  
124 maintenance. Tommi said she knows there is already a road maintenance agreement and  
125 each lot owner would sign on to be members of the agreement.
- 126 - Chairman Peters asked when Commissioner Brandon-Wintermote had been down the  
127 road. She said it was for a work project and the road was in poor condition. Tommi said  
128 the end of the road (further west) is pretty hairy (bad condition). Commissioner Brandon-  
129 Wintermote said it would be nice if the landowners would come together to improve the  
130 road.
- 131 - Chairman Peters asked if any improvements have occurred since Mendoza went in.  
132 Others shook their heads no. The applicant, Mr. Erickson, said some gravel had been  
133 placed to fix some ruts, maybe a bit of grading.

134  
135 Commissioner Bonine made a MOTION to close the hearing at 1:43pm; Commissioner McKinney  
136 SECONDED the motion. All in favor. Motion carried.

137  
138 Chairman Peters asked Commission members if they had any discussion.

- 139 - Commissioner Brandon-Wintermote asked about a condition for the DEQ deviation.  
140 Commissioner Bonine said he found the language in the DSR and it is pretty much in the  
141 Board's purview. He read the language and said it really is up to the Board. They could  
142 recommend, but it seems irrelevant. Commissioner Brandon-Wintermote wondered if they  
143 should at least recommend.
- 144 - Commissioner Bonine asked if the Board will receive the P&Z Commission's  
145 recommendation on sketch plan review since Preliminary Plat review will be in between.  
146 The Planning Director indicated that staff will carry forward the Commission's specific  
147 recommendation on the matter of septic and water and DEQ review if the Commission  
148 chooses to address it.

149  
150 Commissioner Bonine made a MOTION to recommend approval of the Erickson Subdivision  
151 Sketch Plan by Resolution 2026-01, with language in the resolution to recommend the deviation

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152 from the DEQ review requirement of septic and water, based on the findings presented and  
153 including the following conditions:

154 1. The applicants shall provide all easements as requested by applicable utilities and  
155 special districts, irrigation districts or public agencies providing services. The width of  
156 any utility easement shall be sufficient to allow adequate maintenance of the system,  
157 but in no case shall such utility easement be less than 20 feet in width. Easements  
158 must be identified on the final plat;

159 2. Prior to Preliminary Plat Review by the Planning & Zoning Commission, the applicants  
160 shall submit a formal response from Park County Public Works to the Planning &  
161 Zoning Department;

162 3. Prior to Final Plat Review by the Board of County Commissioners, the applicants shall  
163 provide adequate evidence addressing the merchantable title requirements (i.e.,  
164 lender/mortgage holder consent, evidence the irrigation assessment has been paid);

165 4. Prior to Final Plat Review by the Board of County Commissioners, the applicants shall  
166 submit a Water Distribution Plan that has been reviewed and approved by the  
167 Shoshone Irrigation District and the State Engineer's Office;

168 5. Prior to Final Plat Review by the Board of County Commissioners, the applicants shall  
169 submit an approved Long-Term Noxious Weed Management Plan for recording with  
170 the Final Plat;

171 6. Prior to Final Plat Review by the Board of County Commissioners, the applicants shall  
172 submit an HOA and/or evidence of participation in a Road Maintenance Agreement to  
173 address Lot 1 and Lot 2 maintenance responsibility of Barrows Road to the Planning  
174 & Zoning Department. Further, a note regarding the HOA and/or participation in the  
175 Road Maintenance Agreement shall be placed on the plat;

176 7. Prior to Preliminary Plat Review by the Board of County Commissioners, the applicants  
177 shall submit evidence that domestic water taps have been secured by contract from  
178 NRWD for each lot, or a letter of recommendation from the DEQ resulting from the  
179 submittal of a study evaluating the proposed water wells or water supply system;

180 8. Prior to Final Plat Review by the Board of County Commissioners, the applicants shall  
181 place the following note on the final plat: "Any proposed water wells on these  
182 subdivision lots shall be permitted by the Wyoming State Engineer's Office prior to  
183 installation";

184 9. Prior to Final Plat Review by the Board of County Commissioners, the applicants shall  
185 place a notice of the Wyoming Right to Farm and Ranch Act of 1991 on the plat;

186 10. Prior to Final Plat Review by the Board of County Commissioners, the applicants shall  
187 provide evidence of 1) an existing legal perimeter fence as prescribed by W.S. 11-28-

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188 102; 2) written consent from all adjacent landowners a perimeter fence is not  
189 necessary; or 3) plans to construct a perimeter fence as required by statute and in  
190 accordance with W.S. 18-5-306(a)(xiii);

191 11. Prior to Final Plat Review by the Board of County Commissioners, the applicants shall  
192 submit a completed *Affidavit of Subdivider's Compliance with W.S. 18-5-319* to the  
193 Planning and Zoning Department;

194 12. Prior to Final Plat Review by the Board of County Commissioners, the applicants shall  
195 submit an appropriate Subdivision Improvements Agreement addressing all applicable  
196 required improvements (ex. utilities, water tap, fencing, etc.) for review by staff,  
197 approval as to form by the County Attorney, and approval of the Board;

198 13. The approval of this sketch plan shall expire after twelve (12) months, unless the  
199 applicants submit an application for final plat. Upon written request in advance of the  
200 date of expiration, and for good cause shown, the Board may grant one extension of  
201 time for a period not to exceed six (6) months; and

202 14. The applicants shall otherwise comply with standards in the Park County  
203 Development Regulations and the minimum subdivision requirements as set forth in  
204 Wyoming Statute 18-5-306.

205  
206 Commissioner Brandon-Wintermote SECONDED the motion.

- 207 - Commissioner Bonine addressed fixing the following findings:
- 208 o #26 and #56 – remove finding #56
- 209 o #51 and #61 – remove finding #51

210  
211 All in favor. Motion carried. See Resolution 2026-01 attached hereto and incorporated herein.

212  
213 [Review 2026 Regular Meeting Schedule](#)

214  
215 Move August meeting to August 12<sup>th</sup> instead of the 19<sup>th</sup> due to BCC meeting conflict.

216  
217 [Update on Development Standards and Regulations Amendments](#)

218  
219 The Planning Director introduced Melissa Ruth, part of the Logan Simpson consultant team, on  
220 the DSR amendments project. Melissa led the Commission through a discussion about draft  
221 language for DSR II relating to agricultural uses. She clarified that the intent of the definition in  
222 the DSR is to identify the land use impact. It is not to identify every single agricultural use or  
223 everything that could be under agriculture. She reviewed the current draft language for agricultural  
224 operations and sought input on the Commission members' concerns.

225  
226 Chairman Peters delivered the Chair's report.

227  
228 The Planning Director delivered a report for the Planning and Zoning Department.

229  
230

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231 There being no other business, Commissioner McKinney made a MOTION to adjourn the meeting  
232 at 4:08pm. Commissioner Brandon-Wintermote SECONDED the motion. All in favor. Motion  
233 carried.

234  
235 Respectfully submitted,

  
Kim Lee Hardage, Secretary

236  
237  
238

**RESOLUTION 2026-01  
PARK COUNTY PLANNING & ZONING COMMISSION**

**TITLE: RECOMMENDATION TO APPROVE  
ERICKSON SUBDIVISION SKETCH PLAN**

**WHEREAS**, Brian and Callee Erickson (applicants/landowners) propose to re-subdivide Lot 6 of Western Hills Subdivision;

**WHEREAS**, the proposed subdivision is classified as a major subdivision which must comply with the Major Subdivision Review Process;

**WHEREAS**, the Planning & Zoning Commission held a duly noticed public hearing on January 21, 2026, to consider the sketch plan application for Erickson Subdivision, and made findings as follows:

1. On December 16, 2025, Brian and Callee Erickson (applicants/landowners) submitted a Major Subdivision Permit Application;
2. A revised sketch plan was received on December 29, 2025;
3. The applicants request approval to re-subdivide Lot 6 of Western Hills Subdivision, thereby creating a 2-lot major subdivision comprised of one 7.38-acre lot and one 1.47-acre lot, each for residential use;
4. Applicable Regulations are the *Park County, Wyoming, 2025 Development Standards and Regulations* adopted October 1, 2025 (regulations);
5. This subdivision is classified as a major subdivision;
6. The subdivision is located in a General Rural Powell (GR-P) zoning district;
7. The lot sizes as proposed are consistent with the GR-P zoning district;
8. Ownership is affirmed by Warranty Deed dated December 8, 2021, and recorded on December 14, 2021, to Brian Erickson and Callee Erickson, Husband and Wife, (Doc #2021-8594);
9. The property is Lot 6 of Western Hills Subdivision, according to the plat recorded in Book "E" of plats, page 78, Park County, Wyoming;
10. The proposed subdivision is located approximately 1.1 miles northwest of Powell city limits on the south side of Barrows Rd with an address of 1118 Barrows Rd;
11. Surrounding land uses are residential and residential vacant;
12. The Western Hills Subdivision is south and east of the property. The Western Hills Subdivision (second filing) is west of the property;
13. The property is developed with a preexisting single-family residence, an accessory housing unit, and an unpermitted accessory structure. County

records show the accessory housing unit was permitted as an accessory building (pole barn) in 2007;

14. The topography is relatively flat;
15. This property is not located within one mile of a municipality; therefore, municipal review is not required;
16. Public notice requirements have been met;
17. Relevant agencies were notified as required;
18. Park County Fire District #1 is able to provide fire protection to the proposed subdivision and requests access points constructed to accommodate their fire equipment;
19. Park County School District #1 was notified and responded that school bus service is available;
20. TCT may have the availability and capacity to provide wireless internet and VOIP phone service to this location, depending upon line of site and tower availability;
21. Garland Light and Power stated the property is located within their territory and will be served off the powerline currently running along the north side of Barrows Rd;
22. Shoshone Irrigation District stated the proposed subdivision will be provided water from the 17F headgate on the main canal which in turn goes into a private irrigation line that serves the Barrows Road subdivisions and the proposed lots. A water distribution plan will be needed to show how each lot will receive water off the private line;
23. Shoshone Irrigation District stated the assessment has not been paid for this year or last. They will not sign off on the water distribution plan until they are current, and the subdivision fee is paid;
24. Powell-Clarks Fork Conservation District provided a soils report;
  - The primary soil types are rated “low risk” for corrosion of concrete and “Moderate risk” to “high risk” for corrosion of steel;
  - The soil types are rated “somewhat limited” to “very limited” for unpaved local roads streets due to depth to saturated zone, flooding, low strength, frost action, shrink-swell, dusty, and slope;
  - The primary soil type is rated “somewhat limited” to “very limited” for dwellings with or without basements and small commercial buildings due to slope, depth to soft bedrock and shrink-swell; the secondary soil type is rated “not limited” to “somewhat limited” due to depth to soft bedrock;
  - The soil types are not considered prime farmland;
  - The soil types are primarily considered “very limited” with regard to septic tank absorption fields due to depth to bedrock, slow water movement, and slope;

25. NRWD stated that while capacity currently exists to serve the one additional lot, this could change in the future and in no way obligates NRWD to serve the proposed lot;
26. MDU stated gas is currently installed to both locations. There will need to be a utility easement for the home on Lot 2 due to the service splitting off Lot 1 to serve Lot 2 or the service will need to be re-routed from the home on Lot 2 out to Barrows Rd;
27. Park County Weed & Pest will require a Long-Term Noxious Weed Management Plan;
28. The United States Postal Service will provide mail service to the proposed subdivision and placement of mailboxes will be determined when new residents are ready for mail delivery;
29. The Park County Treasurer's Office stated the first half of taxes are paid and the second half is due on May 10, 2026;
30. Wyoming DEQ summarized the notifications, permits, and certificates required for various activities that may impact surface or groundwater;
31. The Wyoming Game & Fish Department has no specific terrestrial wildlife comments;
32. Park County Public Works stated in the public hearing that the road (Barrows Road) was not built to residential standards. They recommend that the applicant apply for administrative relief as they do not believe that this subdivision would create any additional impact to the road. If any improvements are proposed to either of the existing approaches, a right-of-way permit would need to be obtained. The existing residences currently share an address, a second address will need to be obtained. No storm water management or erosion control plan will be required at this time;
33. No public comments have been received;
34. A title report dated November 7, 2025 was provided;
35. The applicants have not provided adequate evidence to address the merchantable title requirements;
36. A pre-application meeting occurred on November 17, 2025;
37. A notice of intent was published on December 16, 2025, and December 23, 2025;
38. An HOA or participation in a Road Maintenance Agreement will be required to set out Lot 1 and Lot 2 maintenance responsibility of Barrows Road, including snow removal and drainage facilities;
39. No landslides, steep slopes, rockfalls or other hazardous features are known to exist on the property;
40. No statement from the applicants has been received regarding the fencing requirement;

41. Access to each proposed lot will be from Barrows Road, a private road dedicated to public use;
42. Application submission requirements for sketch plan have been met, with the exception of adequate evidence addressing the merchantable title requirements and a statement of intent to comply with the fencing requirement;
43. The applicants request the board allow them to follow the wastewater standards for simple and minor subdivisions, as this is a two- (2) lot major subdivision (re-subdivision);
44. On December 9, 2025, a groundwater exploration cut was made on proposed Lot 1 to a depth of 9' 6.5". Groundwater was not discovered;
45. A percolation test was completed on proposed Lot 1 on December 10, 2025. The percolation rates ranged from 27 to 40 minutes per inch (mpi);
46. Conventional septic systems will likely be sufficient should the subdivision be approved and new development occur;
47. The proposed subdivision is not within 400 feet of a municipal wastewater system;
48. Wastewater requirements pertaining to sketch plan review have been met, unless the Board determines that DEQ review is required;
49. The applicants propose NRWD taps to serve domestic water to the subdivision lots. However, if the applicants do not secure NRWD taps and instead propose on-site domestic water wells, they will be required to submit a report to the DEQ evaluating the adequacy and safety of the proposed water system;
50. There will be a minimal reduction in land available for agricultural use upon the development of the proposed subdivision lots;
51. Anticipated impacts to agriculture have been addressed by the applicants;
52. A water distribution plan is required, and it will require review and approval from the State Engineers Office and the Shoshone Irrigation District;
53. No stream or river passes within or adjacent to the subdivision;
54. Garland Light and Power provides service to proposed Lot 1 and is available to serve the additional proposed lot; however it is not clear if the proposal includes underground installation of the utility;
55. Underground power service has not been made adjacent to proposed Lot 2, and natural gas may need to be re-routed;
56. A Subdivision Improvements Agreement is required for this subdivision;
57. 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;

58. The applicants 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);
59. This subdivision is not located in an overlay district;
60. The proposed lots appear to be adequately sized to allow for development;
61. No open spaces, natural areas, schools, or parks are proposed or required; and;
62. All approval standards requirements pertaining to sketch plan review have been met.

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

**NOW, THEREFORE, BE IT RESOLVED** based on the foregoing, the Planning & Zoning Commission hereby recommends approval of the sketch plan for the Erickson Subdivision, subject to the following conditions:

1. The applicants shall provide all easements as requested by applicable utilities and special districts, irrigation districts or public agencies providing 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 Preliminary Plat Review by the Planning & Zoning Commission, the applicants shall submit a formal response from Park County Public Works to the Planning & Zoning Department;
3. Prior to Final Plat Review by the Board of County Commissioners, the applicants shall provide adequate evidence addressing the merchantable title requirements (i.e., lender/mortgage holder consent, evidence the irrigation assement has been paid);
4. Prior to Final Plat Review by the Board of County Commissioners, the applicants shall submit a Water Distribution Plan that has been reviewed and approved by the Shoshone Irrigation District and the State Engineer's Office;
5. Prior to Final Plat Review by the Board of County Commissioners, the applicants shall submit an approved Long-Term Noxious Weed Management Plan for recording with the Final Plat;

6. Prior to Final Plat Review by the Board of County Commissioners, the applicants shall submit an HOA and/or evidence of participation in a Road Maintenance Agreement to address Lot 1 and Lot 2 maintenance responsibility of Barrows Road to the Planning & Zoning Department. Further, a note regarding the HOA and/or participation in the Road Maintenance Agreement shall be placed on the plat;
7. Prior to Preliminary Plat Review by the Board of County Commissioners, the applicants shall submit evidence that domestic water taps have been secured by contract from NRWD for each lot, or a letter of recommendation from the DEQ resulting from the submittal of a study evaluating the proposed water wells or water supply system;
8. Prior to Final Plat Review by the Board of County Commissioners, the applicants 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 applicants shall place a notice of the Wyoming Right to Farm and Ranch Act of 1991 on the plat;
10. Prior to Final Plat Review by the Board of County Commissioners, the applicants 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);
11. Prior to Final Plat Review by the Board of County Commissioners, the applicants shall submit a completed *Affidavit of Subdivider's Compliance with W.S. 18-5-319* to the Planning and Zoning Department;
12. Prior to Final Plat Review by the Board of County Commissioners, the applicants shall submit an appropriate Subdivision Improvements Agreement addressing all applicable required improvements (ex. utilities, water tap, fencing, etc.) for review by staff, approval as to form by the County Attorney, and approval of the Board;
13. The approval of this sketch plan shall expire after twelve (12) months, unless the applicants submit an application for preliminary plat. Upon written request in advance of the date of expiration, and for good cause shown, the Board may grant one extension of time for a period not to exceed six (6) months; and

14. The applicants 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.

By the Park County Planning & Zoning Commission this 21<sup>st</sup> day of January, 2026.

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

**ATTEST:**

*Brian J Peters*

\_\_\_\_\_  
Brian Peters, Chair

*Kim Lee Hardage*

\_\_\_\_\_  
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, January 21, 2026, 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.

**ELECTION OF OFFICERS**

**APPROVAL OF MINUTES**

Approve minutes from the regular meeting on December 17<sup>th</sup>, 2025.

**REGULAR AGENDA**

[Public Hearing: Erickson Subdivision Sketch Plan](#)

[Development Standards and Regulations – continued discussion on amendments \(as time allows\)](#)

**OTHER BUSINESS**

1. Review 2026 regular meeting schedule. NOTE: BCC will move from August 18<sup>th</sup> to 19<sup>th</sup> and from November 3<sup>rd</sup> to November 4<sup>th</sup>. Need to make sure PZ Commission does not schedule a meeting on August 19<sup>th</sup>.
2. Chair's Report
3. Planning Director's Report

**ADJOURN**

# PLEASE SIGN IN

## PLANNING and ZONING COMMISSION REGULAR MEETING Jan 21, 2026

	Erickson Subdivision Sketch Plan		
	Please <b>PRINT</b> your name	Name of the <b>HEARING OF INTEREST</b>	DO YOU WISH TO SPEAK
1	Emmi Stewart		
2	BRIAN ERICKSON		
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