

**FREMONT COUNTY PLANNING COMMISSION
MEETING MINUTES
7:00 PM, DECEMBER 8, 2016
450 N. 2ND ST., ROOM 205
LANDER, WY 82520**

Open of Meeting: Chairman Kristin Paulsen called the meeting to order at 7:00 p.m. The following were present: Vice Chairman JR Oakley; Planning Commissioners: Tom Jones and Chris VonHoltum; County Commissioner Travis Becker; Planning Department Staff: Director Steve Baumann, Small Wastewater Specialist Marcel Lopez and Department Secretary Cheryl Crowson. Absent: Planning Commissioner Harold Albright. Guests: See attached sheet.

Pledge of Allegiance: Chairman Paulsen led those present in the Pledge of Allegiance.

Approval of Agenda: Vice Chairman Oakley moved, Commissioner Jones seconded to approve the Agenda of the December 8, 2016 meeting. No further discussion, the motion carried unanimously.

Approval of September 29, 2016 Minutes: Commissioner VonHoltum moved, seconded by Vice Chairman Oakley to approve the minutes from the September 29, 2016 meeting. No further discussion, the motion carried unanimously.

Approval of October 20, 2016 Minutes: Commissioner VonHoltum moved, seconded by Commissioner Jones to approve the minutes from the October 20, 2016 meeting. Vice Chairman Oakley abstained from voting due to the fact he was absent from the meeting. No further discussion, the motion carried unanimously.

Staff Progress Report: Director Baumann reviewed the Staff Progress report presented to the County Commissioners for October 2016. Brief discussion regarding the roads that are being reviewed. No further discussion or questions.

Unfinished Business: None.

New Business:

Table Top Subdivision

Ron Elliott came forward to represent the subdivision. It is a one lot simple subdivision separating one lot off of property owned by Poor Farm, DTA at the corner of Iiams Road and Hwy 789, the lot size being two and one-half acres. There has not been any correspondence received other than from the utility companies, which are all acceptable. Director Baumann stated we received comments from the County Clerk to

add a comma after “owner” and add Poor Farm DTA, Ltd. on the signature line and on the acknowledgement. The issue with surveyor was regarding the Certification of Dedication, to add “and do hereby grant for public use perpetual easements for installation and maintenance of utilities, irrigation and drainage facilities”. Also, adding the necessary documentation on all the easements shown. Mr. Elliott has received the permit to construct that was approved by the roads department and the County Commissioners.

Vice Chairman Oakley moved, seconded by Commissioner VonHoltum to send to the County Commissioners for approval the Table Top Subdivision pending the changes noted in red on the plat, Dedication of Ownership, easement document book and page numbers. No further discussion, motion passed unanimously.

Warm Springs Mountain Subdivision Second Filing Replat Lots 19 & 20 Replat

Chris Hamilton came forward to represent the subdivision. This subdivision is taking two and one-half acres from Lot 19 and the remainder added to Lot 20, renaming them as Lot 19A, the two and one-half acre piece, and Lot 20A for the remainder. Currently there are homes on both lots. The purpose is to sell to the landowner below Lot 19A, the lot for access. The only change is moving the lot line and adding utility easements to both lots. Utilities are currently in place located within the roadway easement and the other utility going to the house is within the current location of Lot 20A on the side. Director Baumann commented the only correspondence received was from the utility companies and was acceptable. The comment received from the County Clerk’s office was after John A. Holmes and Jane F. Holmes on the signature line, place a comma and the word “Trustee”. Chairman Paulsen stated in the notary jurat, to correct “Trustee” to “Trustees”. Director Baumann stated there are existing covenants in place that require minimum lot size of two and one-half acres, this cannot be split again.

Commissioner Von Holtum moved, seconded by Commissioner Jones to send to the County Commissioners for approval the Warm Springs Mountain Subdivision Second Filing Replat Lots 19 & 20 Replat, with the two additions of “Trustee” after the names on the signature lines and the addition of “Trustees” in the notary jurat. No further discussion, motion passed unanimously.

Review Final Redline Strikeout of complete Regular Subdivision Regulations

Discussion of the Regular Subdivision Regulations with the following changes.

1. Chapter IV. Section 7, A
At the beginning of the first sentence insert “State Statute 18-5-306(a)(xii) states the”.
2. Chapter IV, Section 7, A, II
Remove “(State Statute 18-5-306(a)(xii)”.

3. Chapter V, Section 2, B
Replace with the same wording as in the Simple Subdivision Regulations, Chapter III, 1. General Conditions, G. Site Considerations, I, on page 19.
4. Chapter V, Section 4, A, II
Replace “facilities” with “elements”

The Regular Subdivision Regulation with the above listed changes will be sent to Jodi Darrough for review prior to sending to the County Commissioners.

Vice Chairman Oakley moved, seconded by Commissioner VonHoltum that the Planning Commission recommend to the County Commissioners the Fremont County Regular Subdivision Regulations with the changes and corrections that were noted today on Page 42 under Homeowners Association Documents, on page 45 under General Standards, B and on Page 46 Roadway Standards, II including any additions Jodi Darrough recommends based on legal recommendations. No further discussion, the motion carried unanimously.

The members set the next regular meeting for Thursday, January 26, 2017 at 7:00 p.m. There being no further business for the Planning Commission, Chairman Paulsen adjourned the meeting at 8:10 p.m.

Respectfully submitted:

Cheryl Crowson
Department Secretary

Kristin Paulsen
Chairman