

**FREMONT COUNTY PLANNING COMMISSION
MEETING MINUTES
7:00 PM, JUNE 25, 2015
450 N. 2ND ST., ROOM 205
LANDER, WY 82520**

Open of Meeting: Chairman Kristin Paulsen called the meeting to order at 7:05 p.m. The following were present: Vice Chairman Harold Albright, Planning Commissioners: Richard Emond, Tom Jones and JR Oakley. Planning Department Staff: Director Steve Baumann, Small Wastewater Specialist Marcel Lopez and Department Secretary Cheryl Crowson. Absent: County Commissioner Travis Becker

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

Approval of Agenda: Vice Chairman Albright moved, Commissioner Jones seconded to approve the Agenda of the June 25, 2015 meeting. No further discussion, the motion carried unanimously.

Approval of Minutes: Commissioner Jones moved, Vice Chairman Albright seconded to approve the Minutes from the May 28, 2015 meeting. No further discussion, the motion carried unanimously.

Staff Progress Report: : Director Baumann commented on the Staff Progress Report: (1) Review of the May 2015 Monthly Report provided to the County Commissioners; (2) Budget transfer of funds; (3) Letters to seven property owners on Bunker Road regarding changing address; (4) Director Baumann attended the Urban Systems meeting for the City of Lander as well as a meeting for the City of Riverton; (5) Marcel Lopez and Steve Warner have reviewed the DEQ small wastewater regulations and submitted their comments. The DEQ is close in finalizing the document. (6) Marcel Lopez stated as of today we are one behind from last year at this time in septic permits;

Unfinished Business:

Darnall Fourth Subdivision

Dan Hart of The Company, Inc. came forward to represent Scott Darnall, the Developer of the three lot subdivision north of Riverton off Burma Road. The road is named Dora Road, connects Burma Road with Glen Drive. State Engineers Office requested a change made in the description to Lot 2 to include, 2.99 acres all existing south of the irrigation ditch.

Chairman Paulsen called for a motion. Commissioner Oakley moved and seconded by Commissioner Emond, to send the Darnall Fourth Subdivision to the County Commissioners for approval with the addition of a note in the Irrigation Operation and Development Plan, Lot 2 existing below the canal. No further discussion, motion passed unanimously.

Rivera Estates Subdivision

Tod Polson came forward to represent the subdivision as the Developer and not as Owner. Discussion regarding: (a) increased size of cul-de-sac; (b) dedication of the street being either "public" or "private"; (c) correct date on Planning Commission Certification; (d) under section of Certificate of Ownership and Dedication, last paragraph, (i) change "County of Fremont and insert "the public", (ii) delete "private" and leave "public" streets; (e) pedestrian/bicycle easement (f) meandering irrigation line; (g) future location of well being kept in an existing easement; (h) change the 30 foot public access easement to a 50 foot public road, utility, irrigation and drainage easement; (i) reference an existing easement to High Plains Power; (j) State Engineers' office was going to record a separate irrigation plan and include and acknowledge on the plat (k) correct under Clerk's or Recorder's Certificate change from "Book and Page" to "Document No." (l) in the jurat for Barbara L. Rousseau insert "as" between each trust title.

Chairman Paulsen called for a motion. Commissioner Oakley moved, seconded by Commissioner Emond to send Rivera Estates Subdivision to the County Commissioners for approval pending seven changes: (1) Planning Commission Certificate, change the date from 2010 to 2015; (2) under the Certificate of Ownership and Dedication change the acreage for irrigation from 0.479 to 0.508; (3) change from "public or private streets" to "public streets"; (4) further down change where it states "County of Fremont the streets" change to "the public the streets"; (5) in recorders notes change from "Book and Page" to "Document No."; (6) in notary jurat, to second notary for Barbara Rousseau insert "as" before Trustee; (7) plat, during road dedication we take outside the middle of the road, take out "30' public access easement" and replace with "50' roadway, utility, irrigation and drainage easement". No further discussion, motion passed unanimously.

New Business:

Election of Officers

Vice Chairman Albright moved and seconded by Commissioner Emond, the officers of the Planning Commission: Kristin Paulsen as Chairman and JR Oakley as Vice Chairman. No further discussion, motion passed unanimously.

Commissioner Oakley commented he has an interview with the County Commissioners on Tuesday, June 30, 2015, to renew his position on the Planning Commission.

Vice Chairman Albright along with the other Commission members expressed their appreciation to Commissioner Emond for his years of service on the Planning Commission.

Notification of New Members

None at this time.

Sunnyside Lot 14 Re-subdivision

Ben Cole and Jennie Cole, Lot 14 owners, came forward to represent the subdivision located at the Northeast edge of the City of Riverton, a two lot split 14A and 14B, one lot is 1.08 acres and the other is 1.80 acres. Lot 14B has a tail at the bottom requesting to just go straight down the property line and decrease easement amount to ten (10) feet. Shared well agreement was recorded with the Fremont County Clerk as Document No.2015-1380663.

Chairman Paulsen called for a motion. Commissioner Oakley moved, seconded by Commissioner Jones to send Sunnyside Addition Lot 14 Re-subdivision to the County Commissioners for approval pending four changes. The East and West lot line easements be reduced to ten feet, so they would be ten foot utility, irrigation and drainage easements, the shared water well located on Lot 14A, document number be documented which is No. 2015-1380663, and the lot line be changed to run straight north and south off the call $S00^{\circ}12'54"E$, straight down splitting Lot 14A and Lot 14B, making sure to change the acreages accordingly. No further discussion, motion passed unanimously.

Craig Colton – Discussion of Flying Frog Re-Subdivision

Director Baumann discussed conversation with Mr. Colton regarding Mr. Colton's desire to do a re-subdivision. Also, discussion regarding utility accessibility and roadway access.

Additional Discussions

Chuck Holzen, President of LeClair Irrigation District and Director Baumann came forward to discuss notification to Irrigation Districts of future subdivisions. Discussion regarding (1) questions/comments with State Engineers' Office; (2) making sure we allocate appropriate amount of acreage to the land being irrigated; (3) LeClair, Riverton Valley and Midvale Irrigation Districts request to require subdividers to provide underground sprinkler systems for irrigation; (4) lack of irrigation easement history; (5) easement requirements for irrigation ditches, trying to come up with acceptable standards; (6) informing potential landowners of irrigation distribution, necessary equipment access, etc.; (7) written response from Irrigation Districts of any questions/comments on preliminary subdivision plats.

Fremont County Planning Commission
Meeting Minutes
June 25, 2015

Follow-up on City of Lander regarding Irwin Subdivision: (a) waiting for City of Lander to decide regarding unpermitted second line; (b) presented to City of Lander Planning Commission tonight; (c) looking at well water or alternative, i.e. cistern; (d) problem of roads going all over the place.

The members set the next regular meeting for Thursday, July 30, 2015 at 7:00 p.m. There being no further business for the Planning Commission, Chairman Paulsen adjourned the meeting at 8:30 p.m.

Respectfully submitted:

Cheryl Crowson
Department Secretary

Kristin Paulsen
Chairman