

**FREMONT COUNTY PLANNING COMMISSION
MEETING MINUTES
7:00 PM, SEPTEMBER 29, 2016
450 N. 2ND ST., ROOM 205
LANDER, WY 82520**

Open of Meeting: Vice Chairman Oakley called the meeting to order at 7:03 p.m. The following were present: Planning Commissioners: Tom Jones and Chris VonHoltum; County Commissioner Travis Becker; Planning Department Staff: Director Steve Baumann and Department Secretary Cheryl Crowson. Absent: Chairman Paulsen and Planning Commissioner Harold Albright. Guests: See attached sheet.

Pledge of Allegiance: Vice Chairman Oakley led those present in the Pledge of Allegiance.

Approval of Agenda: Commissioner VonHoltum moved, Commissioner Jones seconded to approve the Agenda of the September 29, 2016 meeting. No further discussion, the motion carried unanimously.

Approval of Minutes: Commissioner Jones moved, Commissioner VonHoltum seconded to approve the Minutes from the August 25, 2016 meeting. No further discussion, the motion carried unanimously.

Staff Progress Report: Director Baumann reviewed the Staff Progress report presented to the County Commissioners for August 2016. Discussion: (a) Steve Warner is continuing to add road names, working in the Dubois area with two new roads being added this month; (b) Small wastewater permits are five behind from this time last year; (c) The fuel system had some problems in the Lander and Lysite sites, which have been addressed. Vice Chairman Oakley stated the Lander site keypad is not working appropriately. A new keypad will be ordered from Eaton. (d) The Director is working on Kingfisher Road and has made a couple trips for measurements and photos; (e) The Director is working with WYDOT in getting their functional classification maps updated and new road layers for MapServer to include county maintained, publically dedicated non-maintained and private roads. (f) Regarding inquiries into human remains burials, a draft policy has been presented to the County Commissioners for review. (g) City of Lander is working with the Corp of Engineers on a revised flood risk study starting at Sinks Canyon thru the City. Director Baumann requested to be included in the contact list. (h) Last month a former employee made an Unemployment Claim, but a claim has not been received for this month.

Unfinished Business: None.

New Business:

Potential Subdivision on Rein Rd.

Discussion from the site tour of this potential subdivision. The north end where it exits the subdivision, there is about twenty-four feet (+/-) of distance to power poles which is the area the road currently is existing in. There are no easements associated with the next two comments. There is a shallow buried 12-inch pipeline, along the east side of the road from the ditch on the other side of Riverview Road, going under Riverview Road and down the entire length. This pipeline could have been an open ditch that was put into pipe. On the corner of Rein Road and Beatrice Road, on the west side of the road, there is a manhole with a lid approximately eight feet deep with water running in it. After discussing this with the State Engineers Office, this could possibly be a drain tile. There would need to be a provision to shave the manhole down to the level of the road, and making sure it is fixed prior to subdivision approval. Tom Johnson of Apex Surveying, Inc. has sent a letter to the real estate agent explaining the comments that were made at the site tour. Discussion of the possibility of a variance for the road, it was the consensus that efforts should be made to obtain an easement from the Bebout's. Director Baumann stated he has not contacted High Plains Power on the cost of moving the power poles, approximately 4 or 5 poles, to add enough room for the road, if the landowner is not able to obtain an easement. Director Baumann will forward to the Planning Commissioners the e-mails received from the surveyor and/or real estate agent. No further discussion.

Review Chapter VII of Regular Subdivision Regulations

Lengthy discussion regarding the possibility of requiring the proponent of the man-camp to provide contracts from contractor(s) that will be responsible for the site upkeep. Differentiating between planned events, such as the boy scouts camp, ball camps or the upcoming eclipse, unplanned events such as flood or fire and events lasting thirty days or longer. Basically, wanting them to come in and discuss their plans, allowing the opportunity to provide them with a checklist/guidance of services available. Replace Chapter VII, 1, C, Temporary Housing/Event Facility, to read "Any temporary man-camp facility lasting over sixty (60) continuous days must present their proposal to the Planning Commission. (See Appendix C)". Director Baumann will discuss this issue with the Fremont County Commissioners asking for their comments. This chapter will be reviewed again at next month's meeting. No further discussion.

Discuss Event Permit/Process

Discussion of the land use permit forms obtained from various government entities. Specifically, the USDA Forest Service Special Use Application & Permit for Recreation Events, Operating Plan form. This form is comparable to use as a reference for initiating conversation how the proponent intends to take care of issues at the man-camp. The information would provide advance notice to emergency services and/or municipalities that could be impacted.

The members set the next regular meeting for Thursday, October 20, 2016 at 7:00 p.m. The Notice of the date change will be published in the local newspapers. There being no further business for the Planning Commission, Vice Chairman Oakley adjourned the meeting at 8:20 p.m.

Respectfully submitted:

Cheryl Crowson
Department Secretary

JR Oakley
Vice Chairman