

WESTON COUNTY PLANNING & ZONING COMMISSION MEETING

MINUTES

THURSDAY, APRIL 28, 2011

6:00PM

WESTON COUNTY COURTHOUSE

This meeting was rescheduled from the regularly scheduled meeting date of May 21, 2011

Commission Members: Rick Dunford, Mike Turner, Joe Sandrini, Jim Varner, Jerry Varner

Staff: Ray Pacheco, Planning Coordinator

Call to order: 6:05pm

Roll call: All present with the exception of Jim Varner

Approval of minutes: (March 17, 2011)

Motion: Sandrini

Second: Turner

Vote: 4-0 (approved)

Public Comment: This refers to comments, questions and/or concerns not on the agenda - NONE

Old Business:

- ❖ S.I.A. - Revision 6

The Planning Coordinator asked that this document be sent to the Board of Commissioners because the document has been worked on and revised for over one year and he stated that it includes the necessary comments to protect the county. He said, unless someone on the Commission has any issues with the content of the document as presented it is time to send it onto the Board. The Commission agreed that it was time to send it on to the Board. He also said that most of the comments that were discussed during the March meeting when the Board attended have been added, but some of the changes suggested by the Board were not made due to conflicts in one area to another in the document. He said that all the areas where the "shalls" needed to be changed to "mays" and vice versa had been made.

The Commission said that if there are further changes to be made, then they would prefer that the Board make those changes, suggestion or comments because the Commission feels that they have completed their review of the document. The Commission discussed some sections that they wanted amended or clarified and the Coordinator said that he would make the changes and forward them onto Mr. Sandrini for his review. A question was asked if this document covered the basic improvements of a subdivision but eliminated covering amenities, such as swimming pools or tennis courts. The Coordinator said that only the items listed in the Agreement and shown and approved in connection with the bond or letter of credit would be covered. He said the Commission and Board would have to approve or disapprove any and all items to be covered by the Agreement.

The Commission said that amenities should be covered under homeowners associations and should not be a part of the S.I.A. The Chairman asked for a motion to either send the document onto the Board or to continue a review of the document by the Commission. A motion was made to forward the document onto the Board as amended. The Coordinator said that he would draft a letter for the Chairman to sign explaining the Commission's decision on this matter.

Motion: Turner *Second:* Sandrini *Vote:* 4-0 (approved)

❖ Replatting of existing subdivision lots - DRAFT document

The Coordinator explained that this document attempts to provide regulations and guidelines for the replatting or resubdivision of existing subdivision lots. He said that he combined comments from the feedback he got from other Wyoming counties, which explained how they are handling the resubdivision of subdivision lots. He said he also included comments from the Commission and some of the concepts that are being presented in the proposed subdivision regulations. He said that the major aspects of this document are, the need to identify on the survey plat, which subdivision is being replatted and stating that this new lot is a part or portion of Lot X. Also, there will be the need for the survey plat to be reviewed by the Commission and Board.

The Coordinator reminded the Commission of the problem that exist right now for the County Clerk and County Assessor when someone brings in a survey to be recorded and the landowner goes through the recording process but neither office knows from looking at the survey that the property is in a subdivision. He said that there are a lot of these situations in the county that have happened and it is being created by surveyors and attorneys that are not informing their clients about the need to get approval by the Commission and Board before altering an existing recorded subdivision plat. The Commission asked if this procedure was governed by state statutes and the answer is no. But, the division of land is governed by statute and county regulations and this procedure would help facilitate the intent of the landowner. He said that other counties are dealing with this process differently but they all agree that "replatting" is a subdivision process; the problem is that no one has attempted to remedy the problem with consistent standards.

It was asked if replatting falls under the Exemptions found in W.S. 18-5-303 and the Coordinator said that this statute states that exemptions can only be applied to divisions made outside of platted subdivisions. The Coordinator said that he has an e-mail from the County Attorney saying that; "it would probably be less confusing to have a separate section on re-subdivisions, even if the process was similar to the existing subdivision rules". The Commission went through the document one last time and made some suggestions on wording and moving certain sections to other areas. The Commission thought that the rules allowed some lots to be replatted but that it could not be done in all subdivisions. They also talked about dealing with the combination of lots and if that should be managed with this process or be dealt elsewhere. It was stated that the removal of a lot line is merely the vacationing of a lot line but that this should also be reviewed by the Commission and Board. By statute, the vacationing of a lot line does require the amending of the original plat. There was also a discussion on the need to breakdown the Procedures and Supporting Documentation sections better.

There was a brief discussion on going through the Variance process and how this would work in this situation. The Commission agreed that an applicant would have to go through the Commission and Board to obtain a variance. A motion was made to send the document to the Board for their review and

consideration as amended. *Motion:* Varner *Second:* Sandrini *Vote:* 4-0 (approved)

The Commission asked for a copy of the document that would be sent to the Board, and the Coordinator said that he would accommodate them with a copy at their next meeting. He also said that he would draft a letter for the Chairman to sign indicating the Commission’s action on this document.

New Business:

- ❖ Planning & Zoning Commission Training – May 19th and 20th in Thermopolis

Three Commission members stated that they were interested in attending this conference and asked the Planning Coordinator to visit with the Board to see what expenses the county would pay for in order for them to attend. It was mentioned that there are funds set aside for the commission to use for conferences and other planning related educational activities.

Because of the dates of this training, the commission talked about the need to move the date of their May meeting. The Chairman explained to everyone the agenda topics and the importance of the members going in order to network with other commissioners around the state. It was explained that the Wyoming Planning Association is a planning network that allows planners, commissioners and others the chance to discuss and resolve planning issues affecting their communities and also bounce ideas off of each other.

There was a brief discussion on wind energy since this is a topic of the training. The Commission talked about the need to talk about the issue more, especially with the Board.

Adjournment:

Motion: Varner *Second:* Sandrini *Vote:* 4-0 (approved) *Time:* 6:37pm

Rick Dunford, Chairman: _____ Date: _____

Joe Sandrini, Vice Chairman: _____ Date: _____

Jim Varner, Secretary: _____ ABSENT _____ Date: _____