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DEPARTMENT OF PUBLIC WORKS
May 19th, 2022
PRE-MEETING WORKSHOP
CAMPBELL COUNTY PLANNING COMMISSION

The May 19th, 2022, pre-meeting workshop of the Campbell County Planning Commission began at 6:00 P.M. in the Public Works conference room. Planning Commission Members in attendance: Bob Jordan, Harry Averett, Kurt Siebenaler, and Anna Land. Chairman Todd Hildebrand was absent. Staff present were Sam Proffer, Planner and Zoning Administrator, and Clark Melinkovich, Senior Engineer & County Recorder.

Sam Proffer presented details of the night's regular meeting agenda. Mr. Proffer also informed the Commissioners of ongoing internal staff meetings where staff has been trying to find ways to streamline development processes. Mr. Proffer also advised the Commission that Planning staff was nearing completion on an informational/training presentation that will be first given to the Board of Commissioners, and then to the Planning Commission at a future date.

Mr. Proffer showed the Commissioner's a final draft of a subdivision plat template developed by the County GIS department. The electronic template will be distributed for use by land surveyors/engineers to standardize subdivision plat submittals. The goal is to reduce the staff review time of subdivision plats and to provide consistency for the Recorder's office.

No decisions on any agenda items were made. No official action was taken.

The workshop adjourned at 6:55 P.M.

Sam Proffer
Planner and Zoning Administrator

MEMBERS PRESENT

Kurt Siebenaler, Vice Chairman
Bob Jordan, Member
Harry Averett, Member
Anna Land, Member

MEMBERS ABSENT

Todd Hildebrand, Chairman

STAFF MEMBERS PRESENT

Sam Proffer, Planner and Zoning Administrator
Clark Melinkovich, Senior Engineer & County Recorder

The meeting was brought to order at 7:00 p.m. by Vice-Chairman Siebenaler. He thanked the public for attending and reminded them of how to address their comments to the Commission.

Approval of Minutes:

Vice-Chairman Siebenaler asked if the Commissioners had read the March 17th, 2022, meeting minutes and asked if there were any changes or corrections that needed to be made. All affirmed that they had read the minutes and no changes were needed.

Vice-Chairman Siebenaler asked for a motion to approve the March 17th, 2022, minutes as submitted. Commissioner Jordan moved to approve, and Commissioner Averett seconded.

All voted aye. Motion carried.

Public Hearings:

Case No. 22.01.SUTP the Schatz Temporary Use Permit Request

Vice-Chairman Siebenaler asked Planner and Zoning Administrator Proffer to present the case.

Mr. Proffer presented the case beginning by explaining that the applicant lived in a zoned subdivision that allowed only one single-family home per lot, and that the applicant was requesting to receive permission to live in his existing manufactured home while he built a new 'shop/home'.

Per the applicant's submittal, his long-range goal is to build the shop/home and then remove the manufactured home, and then at some point in the future propose to build his main home while living in his shop/home, and upon completion of that project, revert to just having his main home and converting the shop/home to simply a shop/garage.

Mr. Proffer went on to explain that Temporary Use Permits (TUP's) are usually handled at the staff level, but because of the long-term nature of this request it was being presented to the Planning Commission. Mr. Proffer advised the Commission that the applicant had been informed that the TUP was valid for only one year. The TUP would be issued at the same time his Building Permit is issued, and that the shop/home must be completed, and the manufactured home removed within that timeframe. It was also noted that there were no objections to the request from any of the neighboring properties.

Vice-Chairman Siebenaler requested that the applicant remove the existing infrastructure such as electrical pedestals, sewer/water hook-ups, etc., from the property once the manufactured home was removed. Mr. Proffer asked for clarification if the Commission wanted the applicant to remove the equipment even if he planned on using it for his future home.

Vice-Chairman Siebenaler clarified that if the home would be built in a different location, then the infrastructure must be removed. If the home would be built in the same location, staff could use their judgement, but the end goal was to prevent the possibility of a second manufactured home being placed back on the property. Mr. Proffer stated that the Planning and Building department would make those conditions as a part of the Building Permit and advise the Commission at a future meeting.

Vice-Chairman Siebenaler opened the floor for comments. No one stepped forward to comment.

After determining that there were no more comments or discussion, Vice-Chairman Siebenaler asked for a motion to approve the Temporary Use Request as requested by the applicant. Commissioner Averett made a motion to approve and was seconded by Commissioner Jordan.

Vice-Chairman Siebenaler asked for a voice vote by the commissioners.

All voted aye:

Motion passed.

Case No. 22.03.CRSD Sunshine Real Properties Simple Subdivision

Vice-Chairman Siebenaler asked Planner and Zoning Administrator Proffer to present the case.

Mr. Proffer presented the case by explaining that the location was outside of the Joint Planning Boundary, and therefore was not subject to any zoning requirements. Mr. Proffer then went on to state that the land was owned free of liens, and that it met all the

minimum size, access, and Comprehensive Plan standards. He also went on to discuss how Coal Dust Road that borders the land is not Public Right of Way, but is an easement that crosses the applicants land, with the understanding that the Graceland Improvement and Service District has been maintaining the road.

There was some discussion with the Commission regarding maintenance of the road, but it was concluded that there would be no requirements to form a road maintenance agreement or similar since adequate access is off County maintained Fairview Road.

After some discussion, Vice-chair Siebenaler opened the floor for public comment.

Mr. Keith (Smokey) Farmer, address 37 Khadafy Skoal, approached the Commission. Mr. Farmer explained his concerns about multiple home being built at the site, and concerns about additional wells being drilled that could impact his well.

Senior County Engineer and Recorder Clark Melinkovich explained how wells were not governed by the County but by the State Engineers office. Mr. Melinkovich went on to explain the basic processes and functions of how the State administered well drilling permits. He also discussed how the number of homes that could be built was limited by the number of septic systems that could be placed at the location. Mr. Melinkovich asked Mr. Proffer if he had anything to add.

Mr. Proffer stated that the location was unzoned, so there were no restrictions on number of homes based on any regulations but affirmed Mr. Melinkovich's explanation.

There was additional general discussion, but no additional concerns were brought out.

Ms. Audrey Henaghan, address 45 Coal Dust Road, approached the Commission. Ms. Henaghan stated the same concerns as Mr. Farmer. Ms. Henaghan had additional concerns about homes and septic systems being installed without County inspections, etc. Staff advised Ms. Henaghan that while that was always a possibility, County staff would eventually be involved because Powder Rive Energy does not install electrical service without County approval. There was general discussion on the topics of wells, septic systems, and home development.

There was general discussion between Ms. Henaghan, Mr. Farmer, and the Commission about maintenance of Coal Dust Road. After some discussion, there was no definitive course of action, but the Commission encouraged the surrounding property owners to reach out to the developer to try and work out ways to share the expense.

With no further discussion, Vice-Chairman Siebenaler entertained a motion. Commissioner Jordan made a motion to approve the Simple Subdivision request. Commissioner Averett seconded.

Senior Engineer Melinkovich polled the commissioners.

Voting was as follows:

Commissioner Averett:	Yes
Commissioner Jordan:	Yes
Commissioner Land:	Yes
Vice-Chairman Siebenaler:	Yes

Motion passed 4-0.

New Business:

None

Old Business:

None

Vice-Chairman Siebenaler asked if there were any other items to discuss.

There was no further official business discussed.

Adjournment: meeting was adjourned at 7:45 pm

Kurt Siebenaler, Vice-Chairman

NOTE: Campbell County Planning Commission meeting minutes contain a summary of discussions and are not intended to be verbatim.