

**BOARD OF COUNTY COMMISSIONERS  
SUBLETTE COUNTY, WYOMING  
AGENDA  
SUBLETTE COUNTY COURTHOUSE  
TUESDAY, JULY 19, 2016**

7:00 a.m. Breakfast at the Stockmans  
The Commissioners and Industry Representatives

*(Tentative Agenda, Subject to Change Up To 9 a.m. the Day of the Meeting)*

- 9:00 a.m. Call to Order  
Pledge of Allegiance
- *Chairman Nelson will call the meeting to order, lead the Pledge of Allegiance, and request approval of the prior meeting minutes.*
- Adoption of FY17 Budget
- *Adoption of Funding Resolutions*
- Designation of Official Newspaper  
Butch Penton, Road & Bridge Report
- *This report will include a review of all present maintenance work being performed, project updates, materials and equipment.*
- 9:30 a.m. Ron Gordon, Waste Management
- *Review Landfill Engineering Services RFPs*
  - *This report will include a review of the activities at the Marbleton Landfill, Pinedale Transfer Station and Recycling Center.*
- 10:00 a.m. Shad Cooper, County Fire Warden
- *Monthly SCUF report*
- 10:30 a.m. Robin Schamber, 4H Coordinator
- *Discuss completion of building project*
- 10:45 a.m. Sheriff KC Lehr
- *Report on Department Activities*
- 11:00 a.m. Old Business
- *Adopt Resolution Establishing Ice Arena Committee*
  - *John McKinley & Roxanna Jensen, NOVC Discussion*
  - *Each member will report on activities since last meeting*

1:00 p.m. Planning & Zoning

- *Request for Minor Subdivision approval, pursuant to Chapter V of the Sublette County Subdivision Resolution; Robert Blaha and Robert Shaw, applicants. The application for Minor Subdivision proposes the division of a 35 acre parcel within the Rural Residential 10 zoning district into a 12 (+/-) acre lot and 23 (+/-) acre lot. The Blaha/Shaw property subject to the application seeking minor subdivision approval is located in Section 11 (E1/2SE1/4), Township 36N, Range 113W; generally described as being within Hoback Ranches Subdivision and bisected by Aspen Drive.*
- *Request for Change of Zoning District Boundary approval, pursuant to Chapter VIII, Section 2 of the Sublette County Zoning and Development Regulations; James and Valerie Kelson, applicants. The application proposes a change of zoning district boundary for a 20 acres parcel from the current Agricultural zoning to Rural Residential 10 zoning. Approval of the requested change of zoning district boundary will result in a subsequent application for Minor Subdivision to create two 10 acre lots allowed with the change of zoning. The Kelson parcel subject to the application seeking change of zoning district approval is located in Sections 4 and 33, Townships 37N and 38N, Range 113W; generally described as Lot 2 of the Brewer Lot Division (currently zoned Agricultural) and an adjacent parcel to the east (currently zoned Recreational Service) and being located in the vicinity of 14287 U S Highway 189 and 191.*
- *Request for Minor Subdivision approval, pursuant to Chapter V of the Sublette County Subdivision Resolution; James and Valerie Kelson, applicants. The application for Minor Subdivision proposes the division of a 20 acre parcel within the Rural Residential 10 zoning district into a two 10 acre lots. The Kelson parcel subject to the application seeking change of zoning district approval is located in Sections 4 and 33, Townships 37N and 38N, Range 113W; generally described as Lot 2 of the Brewer Lot Division (currently zoned Agricultural) and an adjacent parcel to the*

*east (currently zoned Recreational Service) and being located in the vicinity of 14287 U S Highway 189 and 191.*

- *Request for Change of Zoning District Boundary approval, pursuant to Chapter VIII, Section 2 of the Sublette County Zoning and Development Regulations; High Plains Ventures LLC, applicant. The application proposes a change of zoning district boundary for 10 acres of a 40 acres parcel from the current Agricultural zoning to Rural Residential 5 zoning. Approval of the requested change of zoning district boundary will result in a subsequent application for Minor Subdivision to create two 5 acre lots allowed with the change of zoning. The High Plains Ventures parcel subject to the application seeking change of zoning district approval is located in Section 29, Township 34N, Range 109W; generally described as 35 B D Boulevard.*
- *Request for Variance approval, pursuant to Chapter VI of the Sublette County Zoning and Development Regulations, entitled Variances; High Plains Ventures LLC, applicant. The application proposes a variance to the standards found in Chapter III, Section 18 of the Sublette County Zoning and Development Regulations, which establishes the minimum site area for the designated zoning districts within the County. The applicant is proposing a change of district boundary for 10 acres of a 40 acre parcel within the Agricultural zoning district. With the change of zoning the remnant agriculturally zoned parcel will be 30 acres in size. The minimum lot size established for the Agricultural zoning district is 35 acres. The applicant is requesting variance approval for the 30 acres to retain agricultural zoning. The High Plains Ventures parcel subject to the application seeking change of zoning district approval is located in Section 29, Township 34N, Range 109W; generally described as 35 B D Boulevard.*
- *Request for Minor Subdivision approval, pursuant to Chapter V of the Sublette County Subdivision Resolution; High Plains Ventures LLC, applicant. The application for Minor Subdivision proposes the division of 10 acres, within the Rural Residential 5 zoning district into two 5 acre lots. The High Plains Ventures parcel subject to the application seeking change of zoning district approval is located in*

*Section 29, Township 34N, Range 109W; generally described as 35 B D Boulevard.*

- *Request for an amendment to the Sublette County Zoning and Development Regulations, pursuant to Chapter VIII, Section 1 of the Zoning and Development Regulations; County Planning Staff, applicant. The application for an amendment to the regulations proposes adopting the following standards and an application process for permitting mailboxes in County road easements:*

**PROPOSED AMENDMENTS TO ZONING AND DEVELOPMENT REGULATIONS**

*(Text Shown in Bold Font Will be an Addition to the Zoning and Development Regulations)*

**CHAPTER III – DEVELOPMENT STANDARDS**

**Section 46. Mailboxes.** *Mailboxes which are placed in County road easements shall conform to the requirements of this section.*

*A mailbox installation permit shall be obtained from Sublette County prior to the installation of any mailbox within a County road easement. Applications for permits are available from the County Planning and Zoning Office. All mailbox installation permits shall be approved by the Sublette County Road and Bridge Foreman prior to installation. Prior to approval by the Sublette County Road and Bridge Foreman the Postal Service shall be provided the opportunity to review and comment on the mailbox installation application.*

*Attach a map to a mailbox installation application showing the proposed location of the mailbox and an elevation view showing the physical dimensions of the proposed mailbox and installation method.*

*Mailboxes shall be installed to a height of 42 inches.*

*Mailboxes may be located within the outside five (5) feet of the County road easement and adjacent to an existing access driveway.*

*For any mailbox installation along the physical edge of the travel way within a Sublette County road easement the owner/applicant shall first obtain an engineered pullout and mailbox design from a Professional Engineer, licensed in the State of Wyoming. All engineered plans and designs are*

*subject to final approval by the Sublette County Road and Bridge Foreman.*

*The owner/applicant shall be responsible for providing clear access to the mailbox.*

*Sublette County shall not be responsible for any damage to mailboxes within the County road easement.*

*In addition to a \$75.00 application fee, all costs of application review and inspection shall be the responsibility of the owner/applicant.*

#### CHAPTER IV - ZONING AND DEVELOPMENT PERMITS

##### *Section 1. Zoning and Development Permit Required.*

*All proposed land development, use and construction including the enlargement of existing uses and structures shall conform to the applicable development standards prescribed in Sublette County Zoning and Development Regulations. The following development, use and construction require a Zoning and Development Permit: Building Permits, Sign Permits, County Road Access Permits, County Road Utility Crossing Permits, Septic Permits, Family Exemptions and **Mailbox Installation Permits.***

*If approved the amendment would apply on a County-wide basis.*

*Request for an amendment to the Sublette County Zoning and Development Regulations, pursuant to Chapter VIII, Section 1 of the Zoning and Development Regulations; County Planning Staff, applicant. The application for an amendment to the regulations proposes the addition of following language to the Zoning and Development Regulations in order to clarify that the County Zoning and Development Regulations only apply to privately owned unincorporated lands within the County:*

#### **PROPOSED AMENDMENTS TO ZONING AND DEVELOPMENT REGULATIONS**

**(Text Shown in Bold Font Will be an Addition to the Zoning and Development Regulations)**

#### **CHAPTER I – GENERAL**

*Section 4. Jurisdiction. The jurisdiction and operation of the Zoning and Development Regulations shall include all of the **privately owned** unincorporated lands within Sublette County, Wyoming, **with the exception of County owned lands which shall be subject to compliance with these Zoning and Development Regulations.***

*If approved the amendment would apply on a County-wide basis.*

- 2:00 p.m. Todd Hurd, Forsgren & Associates
- *The County's Owners Representative will review ongoing County construction projects.*
- 2:30 p.m. Ken Konicek, Tegeler & Associates
- *County Health Insurance renewal*