

## JOHNSON COUNTY PLANNING AND ZONING COMMISSION

### WORK SESSION - TUESDAY, JANUARY 3, 2023

Vice-Chairman Julie Baker called the meeting of the work session for the Johnson County Planning and Zoning Commission to order January 3, 2023, at 6:06 PM.

In attendance was Julie Baker, Manny Rodriguez, Planner Jim Waller, and County Clerk Jackie Camino. Travis Pearson arrived shortly after meeting started.

Jim Waller discussed the difference between Plan vs Regulation. Current plan is an update to the joint City of Buffalo and Johnson County Plan. The joint plan was based on possible regulation around the city, in the county and a coordinated effort. Then the National Forest Service Plan in early 2000's caused concern about participation with federal entities on federal decisions. The current plan was drafted to update the 1999 information and recognize coordination with the federal entities.

Briefly discussed septic regulations, flood regulations, and addressing policies all which are related to development. The 2005 Plan outlined the land uses which at the time led to the Zoning draft presented to the County Commissioners in 2014.

The Zoning statute is written for counties to follow and create local rules, tailored to the local conditions and community/county needs.

Manny Rodriguez asked about the land use regulation and the land use plan. Are they one in the same or 2 different documents? Brief discussion on the differences; in most cases they are separate.

Density, lot size, lot orientation, setbacks, are mechanisms of zoning and must be adopted by a resolution following Wyoming State Law W.S. 18-5-202. The board has received many concerns about land use and development over the past 10 years. The commission should discuss modest rules but they must be consistent with the zoning law. This could allow some tools to relieve the public concern. However, movement forward must be coordinated with the County Commissioners. Even if the tools are modest, they must be consistent with the state law and the desires of the county.

Planner Waller mentioned remember the November 2022 meeting. This was the controversial final plat review for Yoder Minor Subdivision. The citizens who attended the meeting want to know why a subdivision would be allowed when the will of the community does not desire the additional development along Trabling Road. Brief discussion about meeting and concerns.

Thinking about the Hot Springs County Plan/Regulation, Planner Waller explained this document has relative and absolute polices. Julie Baker expanded on the discussion about the policies and the attempt to make the document clear for what is and is not allowed.

Manny Rodriguez asked about the benefits of updating the plan without rules and a plan with rules? What would be the point of having a plan without rules? Rules appear to be needed to follow the plan. Last meeting, brief discussions on the land use by Lake DeSmet according to the 2005 Land Use Map and what is developed. Would these have been stopped by appropriate rules? Further discussion.

Discussion on the rules and the attempt to stop sprawl in the county. Open space requirements for new development are a topic in Sheridan.

Planner Waller explained water concerns were brought up 18 months ago based on a subdivision. If the county would like to control how or where development occurs, we should define our values for land use.

Planner Waller asked the board, should the county spend the time updating the plan in house? There is a large expense with a plan and concerns about a useable document covering the important aspects of the county.

Not all chapters in the current plan would be subject to update. Chapter 14 identifies the mechanisms to control land use, most of which are the same today.

Discussion on Plan, Zoning, or both. Should we invite the commissioners to a meeting and have a discussion. The 2014, Zoning Draft **did not move** past the commissioners. The governing body may have some input on what they would like to see. How does regulatory environment look if we simply said no more disruption of irrigated lands; similar to Hot Springs County. There is no perfect answer; but the document must be legal to be enforced.

Julie Baker, we should ask the County Commissioners to look at some scenarios to help understand the focus of updating the plan or rules or both? What do they want or expect? We do not want to proceed without support.

Manny Rodriguez mentioned density has come up many times. Maybe the county should have density rules? Can this be done without zoning? Planner Waller explained it comes to water/sewer if we look at it from subdivision. Some land use criteria to assist the board can be beneficial.

Maybe define the Lot Size, Water protections, etc. If the County Commissioners do not feel comfortable, that is a concern.

Planner Waller passed out questions for a survey/questionnaire. Discussion on possibly reaching out to elected officials and appointed boards. Do we send to the board, the elected boards, or all individuals on the boards? Four or five questions with multiple answers is the idea. Brief discussion on the questions presented and the answers listed.

Gerry Spiering asked about federal laws on charging stations, is it possible this could push development? He also questioned the water quality question? We will clarify surface water not ground water. What about the individuals that are against zoning? Should the survey/questionnaire have a question about zoning?

We would like to get a good return from the boards when the questions are sent. Then present data to the County Commissioners and see if they are receptive to the elected/appointed board responses. Good outreach is the best way to get a good response.

Last discussion is development over time and the comparison of subdivisions looking back to the 1970's. It took 5 years (2005-2010) to create the same number of lots that it took to create over 25 years from mid-70's to 2000. Brief discussion on the intensity of development and location of where development has occurred versus what the 2005 Land Use Plan identified.

Julie Baker mentioned how many subdivisions are on the irrigated lands? Loss of irrigation land is more alarming than the number of lots created. If we are an ag county, the county should think about protecting the productive irrigated crop lands.

Chairman Pearson asked do we need any action. Waller responded, no this is only a work session for discussion and ideas. As we move forward, and action will be on your regular agenda. Brief discussion about the costs some Wyoming Counties are spending on updating a plan. Briefly discussed best use of the funding to moving forward.

No further comments.

Work session adjourned at 7:01p.m.

Respectfully,

Travis D. Pearson  
Chairman, Travis Pearson

02-07-23  
Date

Attest: Jackie Camino  
Jackie Camino, County Clerk

JOHNSON COUNTY PLANNING AND ZONING COMMISSION

REGULAR MEETING-TUESDAY JANUARY 3, 2023

Chairman Travis Pearson called the meeting of the Johnson County Planning and Zoning Commission to order January 3, 2023, at 7:02 PM.

Those present were Commission members Julie Baker, Manny Rodriguez; Planner Jim Waller, Jackie Camino County Clerk; William J Novotny III, Chairman of the County Commission. Jake Hatch and Layne Qualm were absent from this meeting.

Julie Baker moved to approve the minutes of the December 06, 2023 work session. Manny Rodriguez seconded; motion carried.

Julie Baker moved to approve the minutes of the December 06, 2023. Manny Rodriguez seconded; motion carried.

Commission positions: Manny Rodriguez moved to re-elect Travis Pearson as Chairman and Julie Baker as Vice Chairman for the year 2023. Julie seconded and the motion carried.

There being no old business Chairman Pearson sought an update from Planner Waller who noted that the current By-Laws were previously amended, however no signed copy could be located. He recommended that the Commission take action to sign off on the amendment that was dated January 9, 2018. Manny Rodriguez moved to sign the amendment, Vice-Chair Baker seconded, and the motion carried.

Old Business – None

Planner Waller provided updated the commissioners on the Staghead Subdivision. He anticipates the plat will be final in the spring. However, he still needs proof that the water rights are final. He added two different actions must be completed to present to the commissions. No other subdivision action at this time.

Planner Waller brought up the issue of the meeting time and suggested perhaps a 7:00 pm meeting time doesn't work for some of the commissioners and asked for input. He inquired if an earlier time might better accommodate the members but those in attendance felt that the time would not likely make a difference.

Chairman Pearson called for the staff report. Planner Waller reported, 2022 septic report was finalized and emailed to the DEQ.

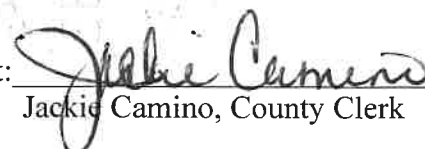
Commission had a short discussion around comprehensive plan and next work session. Planner Waller indicated that we need to hash out plan vs regulation.

Chairman Pearson asked for public comment. Being none, Vice Chairman Baker made a motion to adjourned. Manny Rodriguez seconded the motion. Meeting adjourned at 7:31 p.m.

Respectfully,

  
\_\_\_\_\_  
Chairman, Travis Pearson

02-07-23  
Date

Attest:   
\_\_\_\_\_  
Jackie Camino, County Clerk

## JOHNSON COUNTY PLANNING AND ZONING COMMISSION

### WORK SESSION - TUESDAY, FEBRUARY 3, 2023

Vice-Chairman Julie Baker called the meeting of the work session for the Johnson County Planning and Zoning Commission to order February 3, 2023, at 6:03 PM.

In attendance were Julie Baker, Layne Qualm, Planner Jim Waller, and County Attorney Tucker Ruby. County Commission member, Jeff Shelly, Seth Taylor, Gerald Spiering, Myra Camino were public attendees. Manny Rodriguez was absent from this meeting.

Jim Waller discussed the difference between Plan and Regulation. Briefly discussed costs. Possibly could draft a document update in house, similar to how Hot Springs County Land Use Plan and Regulation was drafted. The current draft zoning document from 2014 was drafted consistent with the current Comprehensive Plan. Should this document be cleaned up and address the two major items that could have large land use impacts; Airport Land Use and Floodplain Land Use? Briefly discussed concerns with airport land use and flood plain development. Both have requirements related to restrictions in how development is constructed.

Chairman Pearson asked about the big hang up is the floodplain map? Planner Waller explained the regulation briefly and the county must administer the regulation cross the entire county due to lack of floodplain mapping, Johnson County is considered Zone X. Reviewed a past example in the county subject to regulation. A flood development permit was issued with a determined base flood elevation.

Brief discussion on creek crossings and how they should be subject to regulation for weight restrictions, and hydrologic flood pressures. If crossings are not planned and built with these in mind and an event happens, there are consequences downstream.

Briefly discussed septic regulations, flood regulations, and that it would be good to think of new development and what aspects should have some regulation as the county grows.

Next item was discussion of the survey questions and methods of distribution. The survey questions were provided. Discussion of a type of press release or something on the radio and how do we make this known what we are working towards. County Commission Chair would recommend caution on how we solicit this first data and information. If the goal is to seek information from leaders at this time, that should be the focus. If more data is needed and desired, maybe this could be countywide and then possibly expand.

It was pointed out the questions have 3 answers and this should expanded to 4 answers for each question. General discussion on the specific wording.

General discussion on the boards that will be notified and how this will be accomplished.

General discussion on the letters and how to proceed with initially explaining what is being requested and what letter should accompany the survey. The first letter generally looks acceptable, the second letter will be shorted, and information added to the website. There will be changes submitted out for review.

No further comments.

Work session adjourned at 6:55 p.m.

Respectfully,

Travis Pearson  
Chairman, Travis Pearson

03-07-23  
Date

Attest: Jim Waller  
Jim Waller, County Clerk

## JOHNSON COUNTY PLANNING AND ZONING COMMISSION

### REGULAR MEETING-TUESDAY FEBRUARY 7, 2023

Chairman Travis Pearson called the meeting of the Johnson County Planning and Zoning Commission to order February 7, 2023, at 7:00 PM.

Those present were Commission members Julie Baker, Layne Qualm, Planner Jim Waller, Jackie Camino County Clerk; Commissioner Jeff Shelley, County Attorney Tucker Ruby. Absent was Manny Rodriguez.

Julie Baker moved to approve the minutes of the January 02, 2023 work session. Layne Qualm seconded; motion carried.

Board discussed again the meeting time since Layne was not present at the last discussion and all concurred to make no changes.

Julie Baker moved to approve the minutes of the January 02, 2023. Layne Qualm seconded; motion carried.

Board discussed matters regarding the land survey questions & letter to go out. They discussed the proposed questions and the format. Some items were added, and some were deleted. They also discussed the first letter to go out 7-9 days prior to the survey going out. Discussed the correspondence clarify what constitutes a sub-division in Johnson County – specifically that 35 acres and over is not a subdivision in JC. A second letter will accompany the survey. Letter will go out in email form with a deadline to return the survey. Survey to go out to elected officials as well as elected & appointed board members. Julie moved to move forward with the survey, Qualm seconded and the motion carried.

Old Business – None

Other Business – Waller provided update on Staghead Minor Subdivision. Water rights submitted to Board of Control – they've asked for some modifications. Other two water rights to go through Dave Schroeder's office in Sheridan. Anticipate final plat in the next couple of months - once plat comes in, Road & Bridge will have to come up with a final commitment regarding access. Also provided an update on Mather Peak. Issues such as utilities need to be finalized.

Commission had a short discussion around comprehensive plan and no work sessions to be scheduled at this time.

Chairman Pearson called for the staff report which Waller presented. He indicated things have been slow. He'd issued 3 addresses and 1 septic application.

Chairman Pearson asked for public comment. Being none, Vice Chairman Baker made a motion that the meeting be adjourned. Layne Qualm seconded the motion.

The meeting was adjourned at 7:41 pm.

Respectfully,

Travis Pearson  
Chairman, Travis Pearson

03-07-23  
Date



Attest: Jackie Camino  
Jackie Camino, County Clerk



## JOHNSON COUNTY PLANNING AND ZONING COMMISSION

### REGULAR MEETING-TUESDAY MARCH 7, 2023

Chairman Travis Pearson called the meeting of the Johnson County Planning and Zoning Commission to order February 7, 2023, at 7:00 PM.

Those present were Vice-Chairwoman Julie Baker, members Layne Qualm and Manny Rodriguez, Planner Jim Waller, County Clerk Jackie Camino; Commissioners Jeff Shelley & William Novotny III.

Minutes of the February 7<sup>th</sup> Work Session were reviewed. Julie moved to accept the minutes as presented. Qualm seconded; motion carried. Pearson took a moment to add an item to the agenda under old business to discuss finalizing the survey. Minutes of the February 7<sup>th</sup> regular meeting were reviewed. Rodriguez made a motion to accept the minutes as presented. Julie seconded and the motion carried.

Jim Waller discussed with the board the Subdivision Regulations – Article III, 3.2 Section C – Documents of Proper Use and Implementation & Other Possible Changes in Article V and VI. He reviewed the language; exemptions, boundary line adjustments, etc. detailing the process to make a boundary line adjustment. He discussed the implementation of making a policy vs rules and the process of making changes. Comments and recommendation regarding boundary line adjustments were provided by Commissioner Novotny. Travis recommended that Waller work with Barry Crago to make recommended changes to present to the commissioners with plans to have it by next month. Also discussed compliance with water regulations and it was determined that we would let the DEQ regulations cover this subject.

Waller indicated that the survey letter had been emailed and any that bounced back were subsequently mailed out. Waller reviewed once again the purpose of the survey. The second letter and surveys will be going out in the next week.

Other Business: Waller provided update on the Staghead Minor – coming through. Trying to get final plat completed. Comprehensive plan for future work sessions – none are planned at least until we get results of the survey.

Staff Report- We have had 3 septic applications as well as 3 address applications that were issued – all out on Trabing Road. Waller also discussed survey noted as Stagecoach Crossing.

Having no further comment by the board or the public, Pearson called for a motion adjourn. Julie Baker moved to adjourn meeting with Layne Qualm second and the motion was approved. Meeting adjourned at 7:56 pm.

Julie Baker  
Vice-Chairman, Travis Pearson

April 4, 2023  
Date

Attest: Jackie Camino  
Jackie Camino, County Clerk



JOHNSON COUNTY PLANNING AND ZONING COMMISSION

REGULAR MEETING-TUESDAY APRIL 4, 2023

Vice-Chairman Julie Baker called the meeting of the Johnson County Planning and Zoning Commission to order April 4, 2023, at 7:00 PM.

Those present were board members Layne Qualm, Manny Rodriguez and Jeremiah Wolski, Planner Jim Waller, County Clerk Jackie Camino; Commission Chairman William Novotny III, and Civil Attorney Barry Crago.

Minutes of the March 7<sup>th</sup> regular meeting were reviewed. Qualm made a motion to accept the minutes as presented. Wolski seconded and the motion carried.

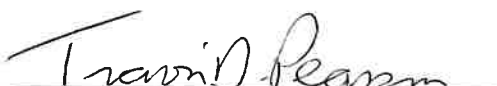
Jim Waller presented the final review report for the Staghead Final Subdivision located at 425 French Creek Road. Waller provided the final draft of the plat and indicated final approval is pending approval of water rights, which is scheduled to be presented at the May 8th Board of Control meeting. There are two access approaches, owner is seeking a third approach. Vice-Chair Baker called for a motion to approve the minor subdivision plat pending the conditions as outlined being met, one which includes approval of the water rights. Waller indicated the plat could not be presented to the commissioners for final approval and signature until action on water rights is approved. Qualm subsequently made the motion which was seconded by Wolski and the motion carried.

Waller reviewed and summarized the changes to be made by the board to the Subdivision Regulations. Civil Attorney Barry Crago provided some input and recommendations around the processes in place. Waller will work directly with Crago on the proposed changes and present final version at the next meeting. No formal action taken.


Waller indicated that the survey letters had been coming in and that there was a 50% participation. He will continue to compile the data as it comes in and make a final presentation when available.

Other Business: No other business. Waller indicated that he had hoped to have his final comprehensive plan outlined but requested it be pushed out to the next meeting. Staff Report - Given the poor weather conditions, Waller opted to defer to the next regular meeting.

Smith called for a motion to adjourn. Qualm moved to adjourn, Wolski seconded and motion was approved. Meeting adjourned at 8:04 p.m.

  
Chairman Travis Pearson

05-02-23  
Date

Attest:   
Jackie Camino, County Clerk



## JOHNSON COUNTY PLANNING AND ZONING COMMISSION

### REGULAR MEETING-TUESDAY MAY 2, 2023

Chairman Travis Pearson called the meeting of the Johnson County Planning and Zoning Commission to order May 2, 2023, at 7:00 PM.

Those present were members Julie Baker, Layne Qualm, Manny Rodriguez and Jeremiah Wolski, Planner Jim Waller, County Clerk Jackie Camino, and City Councilwoman Myra Camino.

Minutes of the April 4<sup>th</sup> regular meeting were reviewed. Manny Rodriguez made a motion to accept the minutes as presented. Wolski seconded and the motion carried.

Jim Waller presented detailed results of the recent survey. He confirmed again that we had over 50% participation. He requested all members review the data and asked the board members to provide feedback. Then the group can make a determination can be made about next steps. Also, the board continued discussion on the development of a Comprehensive Plan and future work sessions. Waller and the board all agreed that the survey will provide a starting point for structuring a new comprehensive plan. Hiring a professional to do the plan is extremely expensive, and Waller believes that we should try to develop the plan on our own.

Old Business: None

Other Business: Waller reviewed again that the Staghead Final Subdivision located at 425 French Creek Road was approved last month, pending approval of the water rights. No other subdivisions are pending on the books. However, he explained that he'd received a call about the possibility of a new subdivision established off Red Hills Road & Stagecoach Crossing. Some deeds showed up last week pertaining to some 35-acre splits off Kumor Road.

Planner Waller provided and updated Staff Report stating that since the March 6<sup>th</sup> meetings there have been 2 septic complaints, 3 addresses assigned in the past month with one request today. Waller discussed the current high price of putting a septic system in compared to historic prices.

Chairman Pearson asked for public comments. Councilwoman Camino provided comments about the Trails Board as they are working on comprehensive plan. She is seeking input from the planning board on what to allow regarding E-Bikes. The issue was tabled until the next meeting to allow the board time to research the matter.

Pearson called for a motion to adjourn. Qualm moved to adjourn, Wolski seconded and motion was approved. Meeting adjourned at 8:24 p.m.

Travis Pearson  
Chairman Travis Pearson

06-06-23  
Date

Attest: Jackie Camino  
Jackie Camino, County Clerk



JOHNSON COUNTY PLANNING & ZONING COMMISSION  
REGULAR MEETING – TUESDAY JUNE 6, 2023

The regular meeting of the Planning & Zoning Commission was called to order by Board Chairman Travis Pearson at 7:00 p.m. on Tuesday, June 6, 2023. Attending were Board Members Julie Baker, Manny Rodriguez, and Jeremiah Wolski. Also in attendance was County Planner Jim Waller & County Clerk Jackie Camino. Absent from the meeting was Layne Qualm.

Chairman Pearson presented the minutes from the regular meeting of May 2, 2023. Jeremiah Wolski moved to approve the minutes as presented; seconded by Julie Baker. Motion carried.

Jim Waller provided the state regulations pertaining to e-bike use and guidelines. Tim Cahal from the Buffalo Trails Board presented comments and invited discussion about e-bikes and their use on our trails. He provided an explanation about Class I, II & III e-bikes. He pushed for the board to agree to treat the Class I e-bikes the same as regular non-motorized bicycles on the trails. The group agreed that this is not a decision they have the authority to implement – that would need to be done by the County Commissioners.

Julie Baker moved to recommend to the County Commissioners that Class I e-bikes be treated the same as pedal bicycles pertaining to their use on our trail system; Class II & Class III e-bikes will be treated as motorized vehicles; that all future county road development include bike trails as a design criteria; and that the County Commission follow the recommendations of the Trials Board going forward. Jeremiah Wolski seconded, and the motion passed.

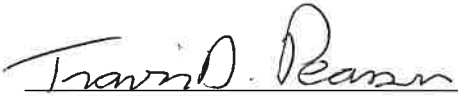
Jim Waller reviewed with the board a summary of the survey results including a cross analysis. There was discussion around how to use this information to prepare a Land Use Plan which included the options of doing an RFP vs preparing an in-house land use plan. Given the timeline the Commissioners are hoping for, it was determined that doing an RFP was the only option to meet that timeline. Waller indicated that we would need to have our scope of work very specific. He will work on that list and present at the next meeting and will ask for a work session with the commissioners to finalize the content of the RFP.


No old Business or other business was presented.

Jim Waller presented the Staff Report – the Staghead Minor Sub-Division was not approved at the Board of Control meeting – it was tabled until their next meeting in August. Waller also reported that he had no new subdivision to report; however he'd had a serious inquiry about the 273 acres west of the golf course from a land developer which is owned by the Barker family. He went on to report that there was an inquiry about a subdivision out on Red Hills Road. He's had eight septic system applications, one active septic system concern, three new addresses assigned, and two flood development permits.

Pearson called for any additional business and public comment. Being none, he called for a motion to adjourn. Julie Baker moved to adjourn, Jeremiah Wolski seconded, and the motion carried.

Meeting adjourned at 8:52 p.m.

  
Travis Pearson – Chairman

Attest:   
Jackie Camino, County Clerk



JOHNSON COUNTY PLANNING & ZONING COMMISSION  
REGULAR MEETING – TUESDAY JULY 4, 2023

**Meeting Canceled due to conflict with 4<sup>th</sup> of July.**

A handwritten signature in cursive script that reads "James Waller".

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James Waller, County Planner

JOHNSON COUNTY PLANNING & ZONING COMMISSION  
REGULAR MEETING – TUESDAY AUGUST 1, 2023

The regular meeting of the Planning & Zoning Commission was called to order by Board Chairman Travis Pearson at 7:00 p.m. on Tuesday, August 1, 2023. Attending were Board Members Manny Rodriguez, and Jeremiah Wolski. Also in attendance was County Planner Jim Waller & County Civil Attorney Barry Crago, County Clerk Jackie Camino. Absent from the meeting was Layne Qualm & Julie Baker.

Chairman Pearson presented the minutes from the regular meeting of June 6, 2023. Jeremiah Wolski moved to approve the minutes as presented; seconded by Manny Rodriguez. Motion carried.

Chairman Pearson reviewed the last-minute changes/updates to the proposed subdivision regulations, noting some minor changes that were made to Articles III, IV, V, VI & the application. County Planner Jim Waller reviewed all the updates and corrections. There was a discussion about the changes involving the board, Waller and Crago to make minor tweaks to the document, and the process going forward including required public notices & a public hearing. Jeremiah Wolski moved to approve the changes as presented including the corrections to start the public process; seconded by Manny Rodriguez. Motion carried.

Board discussed how to move forward in establishing an update to the Comprehensive Plan. Waller explained that state law requires the county to have a plan and reviewed what is currently in place. He noted that not having one will affect or ability to secure government funding. Barry Crago explained that it further acts as a shield to some federal regulations and in addition to that, we must have a plan in place to implement any zoning. Crago recommended the need to meet with the County Commissioners to discuss the need to determine what their expectations are for the plan. Wolski made a motion to approve scheduling a work session with the County Commissioners to discuss the Comprehensive Plan; seconded by Rodriguez and the motion carried.


No old Business or other business was presented.


Jim Waller presented the Staff Report in written form stating there were 7 septic permit applications and 11 new addresses issued since June 6<sup>th</sup>. One flood development permit for stream bank improvements on property along Clear Creek was issued. Love is still planning to build near I-90; a house is under construction in North Shore PUD; enhanced septic treatment costs are rising significantly; and Waller noted that he'd attended a workshop in June and Johnson County could be the next county to see flood mapping. There were 3 subdivision inquiries over the past 45 days, and there would be 2 boundary line adjustments coming in the next few weeks. He'd also had inquiries about splitting property for family members.

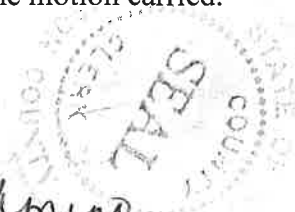
Public Comment: Jeff Spiering indicated that he is continuing his quest regarding affordable housing. He is trying to develop a working group to work on a solution to this problem. He asked if the Planning Commission would be willing to

Pearson called for any additional business and public comment. Being none, he called for a motion to adjourn. Jeremiah Wolski moved to adjourn, Manny Rodriguez seconded, and the motion carried.

Meeting adjourned at 7:58 p.m.

  
Travis Pearson – Chairman

Attest:   
Jackie Camino, County Clerk





JOHNSON COUNTY PLANNING & ZONING COMMISSION  
REGULAR MEETING – TUESDAY SEPTEMBER 5, 2023

The regular meeting of the Planning & Zoning Commission was called to order by Board Chairman Travis Pearson at 7:00 p.m. on Tuesday, September 5, 2023. Attending were Board Members Julie Baker and Jeremiah Wolski. Also in attendance was County Planner Jim Waller & County Civil Attorney Barry Crago, County Clerk Jackie Camino and Commissioner Bill Novotny. Absent from the meeting was Layne Qualm & Manny Rodriguez.

Chairman Pearson presented the minutes from the regular meeting of August 1, 2023. Julie Baker pointed out an error and asked that the second paragraph be corrected to change Manny Rodriguez Baker to Manny Rodriguez. Jeremiah Wolski moved to approve the minutes as corrected; seconded by Julie Baker. Motion carried.

Jim Waller discussed the scope of work/services for the Comprehensive Plan process to fully determine that an RFP is necessary. The board discussed the areas they needed to focus on. After discussion, Waller is to prepare a draft of the RFP which he will email to the board for review & comments.

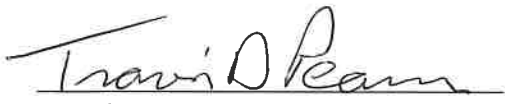
No old Business or other business was presented.

Jim Waller provided an update on the proposed changes to the subdivision regulations. A public hearing has been scheduled for October 3<sup>rd</sup> and the hearing has been advertised. Public comment is to be accepted through September 25<sup>th</sup>. Comments will be forwarded to the board by email as they are received.

Jim Waller presented the Staff Report indicating there were 32 septic permit applications year to date compared to 45 this time last year. There were 5 new addresses issued since the last meeting, and 3 septic permits issued.

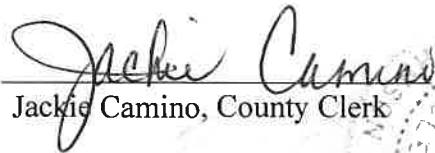
Chairman Pearson called for any additional business and public comment. Being none, he called for a motion to adjourn. Julie Baker moved to adjourn, Jeremiah Wolski seconded, and the motion carried.

Meeting adjourned at 7:58 p.m.



Travis Pearson – Chairman

Attest:



Jackie Camino, County Clerk



JOHNSON COUNTY PLANNING & ZONING COMMISSION  
REGULAR MEETING – TUESDAY OCTOBER 3, 2023

The regular meeting of the Planning & Zoning Commission was called to order by Board Chairman Travis Pearson at 7:20 p.m. on Tuesday, October 3, 2023. Attending were Board Members Julie Baker and Jeremiah Wolski. Also in attendance was County Planner Jim Waller, County Civil Attorney Barry Crago, County Clerk Jackie Camino, and Commission Chairman Bill Novotny. Absent from the meeting were Layne Qualm & Manny Rodriguez.

Chairman Pearson presented the minutes from the regular meeting of September 5, 2023. Julie Baker moved to approve the minutes as presented; Jeremiah Wolski seconded; motion carried.

Chairman Pearson then called to order the public hearing pertaining to the proposed changes to the subdivision regulations. Pearson called for any public comment. Jim Waller provided documentation that the hearing had been appropriately advertised as required. Hearing no public comments, Chairman Pearson read the facts & findings. Baker moved to approve the proposed draft of subdivision changes as presented. Wolski seconded and the motion carried. Waller stated the amendment would need to be approved by the Johnson County Commissioners.

Jim Waller provided an update on the Comprehensive Plan process. He explained that the draft version of the Request for Proposal (RFP) to engage a vendor to prepare the plan has gone out to the board. He indicated he and Julie Baker are going to work on finalizing the language pertaining to the scope of services and they will be sent back to board for final review. Once the board has finalized the plan, it will be forwarded on to the commissioners to be approved and then advertised for bid.

No old Business or other business was presented.


Staff Report: Jim Waller provided the report. He indicated there had been two water & sewer complaints, which he explained in detail, and he'd issued three addresses. He also commented that Love's is still coming to Buffalo and he'd not heard anything more on the subdivision inquiry he'd had in September. He'd also had two inquiries from landowners about zoning, and questions about why Johnson County does not have zoning regulations.

Chairman Pearson called for any additional business and public comment. Jerry Spiering commented on the situation at Richardson Park and inquired what actions the city or county could take.

Julie Baker moved to adjourn, Jeremiah Wolski seconded, and the motion carried.

Meeting adjourned at 8:04 p.m.


  
Travis Pearson – Chairman

Attest:   
Jackie Camino, County Clerk

JOHNSON COUNTY PLANNING & ZONING COMMISSION  
REGULAR MEETING – TUESDAY NOVEMBER 7, 2023

**Meeting Canceled due to lack of Agenda Items.**

  
\_\_\_\_\_  
Travis Pearson – Chairman

Attest:   
\_\_\_\_\_  
James Waller, County Planner

## JOHNSON COUNTY PLANNING & ZONING COMMISSION REGULAR MEETING – TUESDAY DECEMBER 5, 2023

The regular meeting of the Planning & Zoning Commission was called to order by Board Chairman Travis Pearson at 7:00 p.m. on Tuesday, December 5, 2023. Attending were Board Members Julie Baker, Manny Rodriguez and Jeremiah Wolski. Also in attendance was County Planner Jim Waller and County Clerk Jackie Camino. Absent from the meeting was board member Layne Qualm.

Chairman Pearson presented the minutes from the regular meeting of October 3, 2023. Jeremiah Wolski moved to approve the minutes as presented; Julie Baker seconded and the motion carried.

Julie Baker presented a motion to acknowledge that no meeting was held on November 7<sup>th</sup> due to lack of agenda items. Manny Rodriguez seconded, motion carried.

Chairman Pearson then called for a discussion on the draft of the Request For Proposal (RFP) of the Comprehensive Land Use Plan update. County Planner Jim Waller presented a copy to all which had previously been emailed. He indicated the highlighted areas will require definitive information and dates by the County Commissioners. The discussion included minor updates needed to the document and the need for a public meeting, which will likely include one in Buffalo and one in Kaycee. Chairman Pearson called for a motion to submit the RFP to the County Commissioners for approval. Jeremiah Wolski so moved; Manny Rodriguez seconded. Pearson called for public comment and there was none. The motion carried.

No old Business or other business was presented.

Staff Report was presented by Jim Waller. There have been 10 septic permit applications and 6 new addresses issued since the October meeting. The city & county have initiated a fact-finding process concerning logistics of sewer services west of Buffalo in Richardson Park. Love's is still planning to build near I-90 having purchased/closed on the property. There is a house under construction in North Shore PUD which has been inspected w pump tests; system functioning properly. Subdivision inquiry from September has not yielded an application to date, and three formal review meetings were held for a minor subdivision. There are some Boundary Line adjustments in process -Lower Piney Creek and near Trabing Road. Mr. Waller has had some concerns expressed in general about development adjacent to Cloud Peak Ranchette and Indian Valley Subdivision. He also had inquiries from landowners about zoning, and questions about why Johnson County does not have zoning regulations. Waller met with a landowner about potentially subdividing 20 acres but no further details as of today.

Waller provided additional discussion on the Richardson Park septic issues pertaining to needed manholes, cost to implement services, etc. He indicated after the article in the paper he's had some inquiries from residents in the area as well as comments from some residents about wanting their property left alone. He discussed the importance of educating the residents of Richardson Park because he doesn't believe the majority have a clear idea of the situation. Waller indicated that concerns have arisen before about the Richardson Park issues but never


pursued. He commented that since then, there have been four failed septic systems, so the problems are becoming evident.


Jim Waller discussed the board positions that will expire at year end and explained the process to apply to stay on the board. Next meeting will be January 2<sup>nd</sup>, and the election of officers will occur at that point.

Chairman Pearson called for any additional business and public comments and there were none.

Jeremiah Wolski moved to adjourn, Manny Rodriguez seconded, and the motion carried.

Meeting adjourned at 7:35 p.m.

  
Travis Pearson – Chairman

Attest:   
Jackie Camino, County Clerk

