



NATRONA COUNTY

Development Department

200 North Center Street, Room 202
Casper, WY 82601

AGENDA

Natrona County Planning Commission

Tuesday, September 8, 2020 – 5:30 P.M.

District Courtroom #1, 200 North Center St., Casper, WY 82601

ITEMS ON THIS AGENDA ARE SUBJECT TO A SECOND PUBLIC HEARING BEFORE THE [BOARD OF COUNTY COMMISSIONERS](#) FOR FINAL ACTION. RECOMMENDATIONS BY THE PLANNING COMMISSION ON ITEMS FROM THIS AGENDA MAY BE CONSIDERED BY THE **BOARD OF COUNTY COMMISSIONERS AT ITS MEETING OCTOBER 6, 2020 AT 5:30 P.M.**

1. Approval of the August 10, 2020 and August 11, 2020 Planning Commission meeting minutes.
2. **PS20-3** - Request to subdivide a 72.45 acre parcel of land into four lots ranging in size from 12 to 25 acres near the intersection of Ten Mile and Poison Spider Road.

RECOMMENDATIONS BY THE PLANNING COMMISSION ON ITEM 3 FROM THIS AGENDA WILL BE CONSIDERED BY THE **BOARD OF COUNTY COMMISSIONERS AT ITS MEETING SEPTEMBER 15, 2020 AT 5:30 P.M.**

3. **TA20-2** – Request to amend the Planning Department Fee Schedule.

---PUBLIC COMMENT---

4. “Public Comment” is a time when citizens may bring forth items of interest or concern that are not on the agenda. Please note that no formal action will be taken on these items during this time, due to the open meeting law provision. However, they may be scheduled on a future posted agenda, if action is required.

ADA Compliance: Natrona County fully subscribes to the provisions of the Americans with Disabilities Act. If you desire to attend this public meeting and are in need of special accommodations, please notify the Natrona County Development Department at (307) 235-9435 so that appropriate auxiliary aids and services are available.



NATRONA COUNTY

Development Department

200 North Center Street, Room 202
Casper, WY 82601

MINUTES OF THE NATRONA COUNTY PLANNING COMMISSION August 10, 2020

MEMBERS PRESENT: Jim Brown, Bob Bailey, Tom Davis and Hal Hutchinson

MEMBERS ABSENT: Harold Wright

STAFF MEMBERS PRESENT: Jason Gutierrez, Trish Chavis, Charmaine Reed

OTHERS PRESENT: None

Vice Chairman Brown called the meeting to order at 5:30 p.m.

ITEM 1

Davis moved and Hutchinson seconded a motion to approve the July 14, 2020 meeting minutes as presented. Motion carried unanimously.

ITEM 2

Vice Chairman Brown stated that **CUP20-7** - Land reclamation and drainage improvements not associated with a building permit at 3946 Douglass Road was not complete and requested a motion to table the agenda item.

Hutchinson made a motion to recommend tabling of CUP20-7 until the applicant was ready. Davis seconded the motion.

Motion carried unanimously.

ITEM 3

Vice Chairman Brown opened the hearing for **VC20-2** – A variance request to reduce the minimum lot size in the Urban Agriculture district to 8.96 acres to correct the easement and right-of-way for Enberg Rd.

Gutierrez gave the staff report. Staff proposes a motion and vote by the Planning and Zoning Commission to recommend approval of the requested variance and incorporate by reference the findings of fact in the staff report and the public hearing.

Those speaking in favor – Keith Nachbar, Casper

Those speaking in opposition - None

Hutchinson made a motion to recommend approval of VC20-2 by the Board of County Commissioners including the findings of fact as presented by staff. Hutchinson added the condition that the current road easement be vacated. Bailey seconded the motion.

ITEM 4

Vice Chairman Brown opened the hearing for **TA20-1** – Request to add regulations for Utility Scale Solar Energy System to the *2000 Zoning Resolution* as Chapter 7, Section 21.

Gutierrez gave the staff report. Staff proposes a motion and vote by the Planning and Zoning Commission to recommend approval of the requested Text Amendment and incorporate by reference the findings of fact in the staff report and the public hearing.

Discussion between Planning Commission and staff.

Those speaking in favor – None

Those speaking in opposition - None

Bailey made a motion to recommend approval of TA20-1 by the Board of County Commissioners including the findings of fact as presented by staff. Bailey included modifications as discussed by Planning Commission. Davis seconded the motion. Motions carried unanimously.

ITEM 5

Vice Chairman Brown opened the hearing for **ZC20-2** - A request to change the zoning district classification of 43 acres, from Ranching, Agricultural, and Mining (RAM) to Urban Agriculture (UA).

Gutierrez gave the staff report. Staff proposes a motion and vote by the Planning and Zoning Commission to recommend approval of the requested Zone Change and incorporate by reference the findings of fact in the staff report and the public hearing.

Those speaking in favor – Keith Nachbar, Casper and Jerry Cook, Casper

Those speaking in opposition – Harvey Gloe, Casper

Hutchinson made a motion to recommend approval of ZC20-2 by the Board of County Commissioners including the findings of fact as presented by staff. Davis seconded the motion. Motions carried unanimously.

Public Comment – None

Meeting adjourned at 7:02 p.m.

Jim Brown, Vice Chairman
Natrona County Planning and Zoning Commission

Tracy Good
Natrona County Clerk



NATRONA COUNTY

Development Department

200 North Center Street, Room 202
Casper, WY 82601

MINUTES OF THE NATRONA COUNTY PLANNING COMMISSION August 11, 2020

MEMBERS PRESENT: Harold Wright, Jim Brown, Bob Bailey, Tom Davis and Hal Hutchinson

MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Jason Gutierrez, Trish Chavis, Charmaine Reed

OTHERS PRESENT: None

Chairman Wright called the meeting to order at 5:30 p.m.

ITEM 1

Chairman Wright opened the hearing for **VC20-3**, a variance request to reduce the eastern setback from twenty-five (25) feet to twenty (20) feet to allow for a 2020' 15'x32' park model home.

Gutierrez gave the staff report. Staff proposed a motion and vote by the Planning and Zoning Commission to recommend approval of the requested variance and incorporate by reference, the findings of fact in the staff report and the public meeting.

Those speaking in favor – Keith Nachbar, Casper

Those speaking in opposition - None

Brown made a motion to recommend approval of VC20-3 by the Board of County Commissioners including findings of fact as presented by staff. Hutchinson seconded the motion.

Motion carried unanimously.

ITEM 2

Chairman Wright opened the hearing for **CUP20-6** – a request to construct a 105-foot tower for public safety communication, supporting police and fire communications for the State.

Gutierrez gave the staff report. Staff proposes a motion and vote by the Planning and Zoning Commission to recommend approval of the requested Conditional Use Permit and incorporate by reference the findings of fact in the staff report and the public hearing.

Those speaking in favor – Nathan Smolinski, applicant, Cheyenne and Mark Harshman, Casper

Those speaking in opposition - None

Hutchinson made a motion to recommend approval of CUP20-6 by the Board of County Commissioners including the findings of fact as presented by staff. Brown seconded the motion.

Motion carried unanimously.

ITEM 3

Chairman Wright opened the hearing for **ZC20-1** – Request to change the zoning district classification from Urban Mixed Residential (UMR) to Rural Residential One (RR-1) for 16 lots in Schlager, Dobos and Kuhn Subdivisions.

Gutierrez gave the staff report. Staff proposes a motion and vote by the Planning and Zoning Commission to recommend approval of the requested Zone Change and incorporate by reference the findings of fact in the staff report and the public hearing.

Discussion between Planning Commission and staff.

Those speaking in favor – David Meyer, Lee Anne Bayne, Lea Ann Robinett, Mark Weston, all of Casper

Those speaking in opposition - None

Brown made a motion to recommend approval of ZC20-1 by the Board of County Commissioners including the findings of fact as presented by staff. Bailey seconded the motion.

Motions carried unanimously.

Public Comment – None

Meeting adjourned at 6:14 p.m.

Harold Wright, Chairman
Natrona County Planning and Zoning Commission

Tracy Good
Natrona County Clerk

Applicant Name: Kelley Faylor

Applicant Address: 111 West G Street, Casper, WY 82601

Applicant Phone: 307-247-3970

Owner Name: Kelley Faylor

Owner Address: 111 West G Street, Casper, WY 82601

Owner Phone: 307-247-3970

Explain why you are requesting this major subdivision and detail the proposed use:

The current landowner would like to sell the land. Subdividing into smaller rural residential lots will make the selling easier and more attractive to potential buyers.

Legal description, acreage, and Parcel Identification number (PID) (if within a platted subdivision, give subdivision name, block and lot number. If not within a platted subdivision, give quarter-section, section, township and range).

Part SE1/4, Section 2, T33N, R81W, S and E of County Road 201, Poison Spider Road. 72.45 acres.

Current zoning of property: Agriculture and rural residential

Type of sewage disposal Public Septic Holding Tank Other

Source of Water: Pioneer Water and Sewer District

This property was purchased from: Kenneth Myers

The date this property was purchased: June 6, 2019

I (We) hereby certify that I (We) have read and examined this application and know the same to be true and correct to the best of my (our) knowledge. Granting this request does not presume to give authority to violate or cancel the provisions of any other State or local laws. Falsification or misrepresentation is grounds for voiding this request, if granted. All information within, attached to or submitted with this application shall become part of the public record. I (We) further understand that all application fees are non-refundable.

Applicant: [Signature]
(Signature)

Date: 7/16/2020 7-16-20

Print Name: Nikki Taylor Kelley Taylor

Owner: [Signature]
(Signature)

Date: 7/16/2020 7-16-20

Print Name: Nikki Taylor Kelley Taylor

NK/KF
Initials

I (We) are aware that the Legal notice fees and the County Surveyor fees must be reimbursed to the Development Department prior to the recording of the Subdivision plat. In the event that the Subdivision is not approved, withdrawn, or not recorded, we are still responsible for the County Surveyor fees.

Please describe in as much detail as possible what you are requesting. You may refer to the questions below as guidance. The following questions are the approval criteria for your application. (May be typed on different sheet)

- 1) The subdivision is consistent with the Natrona County Development Plan and any other area plan.

The property is located in the Casper Canal Rural Planning Area of the Natrona County Development Plan, Rural Area F. The land use has been designated for agricultural land and rural residential development. Portions of the northeast part of the subject property have been utilized for irrigated agricultural land. The southern portion has been utilized for grazing. Surrounding areas are developed with agriculture and rural residential development. The proposed use is rural residential development. Therefore, the planned subdivision is consistent with the Natrona County Development Plan. No Homeowners Association (HOA) nor covenants are planned for the subdivision. No Subdivision Development Agreement, special agreements, nor maintenance bonds are planned.

- 2) The subdivision is in conformance with the subdivision design standards. (Chapter 7)

The 72.45 acre property will be divided into four lots ranging in size from 12 to 25 acres. The residences are expected to be sited on higher ground a sufficient distance from low areas. Flooding of the residences will not be a concern. No geological, geotechnical, or environmental hazards are present. No new public roads will be constructed. Access to the four new lots will be from Poison Spider Road and will be designed and constructed in accordance with Natrona County Road specifications. Private access drives will range in length from 100 to 450 ft. Water service will be from Pioneer Water and Sewer District. A 10 inch diameter water line is located through the site. A letter from Pioneer Water and Sewer District stating the adequacy and quality of water is included. Sewage disposal will be septic systems located on each lot. Each septic system will be designed and constructed in accordance with WDEQ and County Health Department guidelines and will be permitted through Natrona County Health Department.

- 3) The applicant has provided evidence that a sufficient water supply system has been acquired in terms of quantity, quality, and dependability for the type of subdivision proposed, as determined in accordance with the standards set forth in the water supply systems. (Appendix P)

Water service will be from a 10 inch diameter Central Wyoming Regional water system line located directly on the property and nearby in the Poison Spider Road right-of-way. The regional water board allows taps on this line. This property was part of a recent enlargement of the Pioneer Water and Sewer District. While it is a Regional line, the four lot owners would be considered customers of the Pioneer Water District. A letter from Pioneer Water and Sewer District stating the adequacy and safety of water is included.

- 4) The applicant has provided evidence that a public sewage disposal system has been established and, if other methods of sewage disposal are proposed, adequate evidence that the system complies with state and local laws and regulations. (Appendix O)

Public sewage disposal is not available in this vicinity. Each lot will have a septic system. ECS Engineers performed soil profile and feasibility level percolation testing on each lot. One profile boring and one percolation test hole were drilled on each lot. The profile borings were drilled to depths of about 15 ft and left open for 24 hours to check for groundwater. The percolation test holes were drilled to about 36 inches and percolation testing performed in accordance with WDEQ instructions included within the Conventional Septic Systems Application Packet, Chapter 25 of the Wyoming Water Quality Rules and Regulations. The locations of the percolation test holes are indicated on the plat drawing. Each lot will be required to perform final percolation testing and septic system design for each individual residence and leach field location. The percolation test results included are for specific areas and results have the potential to vary over short distances. Drilling and percolation testing indicate that leach fields will be feasible on all four Tracts. Groundwater will be deeper than 15 ft and percolation test results are 16 mpi for Tract 1, 9 mpi for Tract 2, 40 mpi for Tract 3, and 27 mpi for Tract 4.

- 5) The applicant has provided evidence to show all areas of the proposed subdivision, which may involve soil or topographical conditions presenting hazards or requiring special precautions, have been identified by the applicant and the proposed uses of the areas are compatible with such conditions.

The main hazard identified for Tracts 3 and 4 are the ephemeral drainages that flow through the tracts. These drainages are dry for the majority of the time. A hydrological study was not performed. However, during large storm events, these drainages could potentially flow relatively significant quantities of storm water. Residences and utilities should be located between Poison Spider Road and the drainages to prevent storm water damage to infrastructure. The tracts will classify as Zone D for flood insurance. A comprehensive report from the Natrona County Soil Conservation District is included discussing soil related issues.

- 6) Necessary services, including fire/police protection, schools, recreation, utilities, open space and transportation system, appear to be available to serve the proposed subdivision.

Fire protection is provided by the Natrona County Fire Department. Police protection is provided by Natrona County Sheriff's Office. Schools are provided by Natrona County School District. Poison Spider elementary school is located in this vicinity of Natrona County. Utilities include water supply by Pioneer Water and Sewer District, natural gas supply by Black Hills Energy, and electrical power by Rocky Mountain Power. No sanitary sewer service is located within the vicinity. Each lot will have a septic system. No public transportation system services this area.

- 7) The subdivision appears to be compatible with the surrounding area, not detrimental to the immediate area, not detrimental to the future development of the area, and not detrimental to the health, safety, or welfare of the inhabitants of the area and the County.

The area is classified as agriculture and rural residential based on the Natrona County Development Plan. The surrounding areas of the proposed subdivision meet these classifications and the proposed subdivision will be rural residential. Therefore, the subdivision is compatible with the surrounding area. the proposed development will not present any detriments to the immediate area, the inhabitants of the area, nor the County.

- * Any other information consistent with these regulations.
- * Eight (8) copies of any covenants proposed for the subdivision.
- * The statement of review and recommendations from the local conservation district regarding soil suitability, erosion control, sedimentation, and flooding.
- * Eight (8) copies of a written statement outlining the considerations that have been given to the maintenance of the quality of life and scenic beauty of the area. These might include maintaining open lands and vistas, avoiding building on skylines or hilltops, avoiding disturbing the local natural beauty, compatibility with surrounding land uses, natural landscaping, non-intrusive home siting, etc.
- * Proof that the applicant has published Notice of Intent to apply for a Subdivision Permit once a week for two (2) separate weeks within thirty (30) days prior to filing this application. (see Appendix G)
- * Eight (8) copies of percolation tests approved by the City of Casper/Natrona County Health Department, with test locations shown on a copy of the preliminary plat indicating soil types, percolations rates, depth to ground water, and suitability for on site waste water disposal. One by the City of Casper/Natrona County Health Department or State Department of Environmental Quality.
- * Legal notice fees and the County Surveyor fees shall be reimbursed prior to the recording of the Subdivision plat. In cases where the Subdivision is not approved, withdrawn, or not recorded, the applicant is still responsible for the reimbursement of these fees.
- * Is the current access part of an existing Improvement and Service District? If so, please provide the appropriate paperwork. Major Subdivisions will be required to join any existing Improvement and Service District.



July 17, 2020

Board of County Commissioners
Natrona County Development Department
200 North Center Street, Room 202
Casper, Wyoming 82601

Subject: Major Subdivision Application, Faylor Acres, 11749 Poison Spider Road, Natrona County, Wyoming

Commissioners:

The purpose of this letter is to transmit the application and plat for a major subdivision for the address above. The Faylor's wish to subdivide the 72.45 acre property into four rural residential tracts. We are submitting the Preliminary application and the Final application with this submittal to help expediate the process for the Faylor's. The preliminary application, preliminary plat, final application, final plat, and supporting documents are included. As required, a Notice of Intent will be advertised in the Casper Star Tribune for two consecutive weeks, one day per week and is included herein. The application should also be referenced for additional information.

Statement of Consideration

The Faylor's (landowners) and ECS Engineers request the Board's consideration for the Major Subdivision.

Summary Statement

Proposed Dwellings and Access

The property will be subdivided in four (4) tracts with four (4) rural residential dwellings. Access for all four tracts will be from Poison Spider Road. Private access drives within the subdivision will conform to the Natrona County minimum standards. No new public streets or roads will be constructed. Potential buyers of each individual lot will be responsible for installation of private utilities and design and construction of private access drives.

Water Service

The area is within the Pioneer Water and Sewer District and there is a 10 inch water main within the Poison Spider Road alignment and it also traverses a portion of the site from east to west. The existing system can provide service to all four users within the proposed major subdivision. A letter from Pioneer Water is included in the submittal stating they can and will supply water to the subdivision. Each of the four dwellings will require a ¾" service tap. The far southern tract, Tract 4, is 500 to 600 ft from the nearest water line point and will require a 20 ft wide private easement for buried utilities. The northern tract, Tract 1, will require either a horizontal bore beneath Poison Spider Road or a bore beneath the irrigation ditch for the water line service. Based on Natrona County guidelines and Wyoming DEQ

ENVIRONMENTAL & CIVIL SOLUTIONS, LLC

PROFESSIONAL ENGINEERS & LAND SURVEYORS

AN EQUAL OPPORTUNITY EMPLOYER

111 WEST 2ND STREET, SUITE 600 – CASPER, WY 82601 – PHONE: 307.337.2883

FAX: 888.424.6090

WEB: www.ecsengineers.net

guidelines Chapter 23 requirements will not be required for this subdivision (less than 5 lots and less than 35 acres lot size each). Faylor Acres will be divided into four lots with approximate sizes ranging from 12 to 25 acres. The Northwest District Engineer with WDEQ Water Quality, Karen Farley, P.E., was contacted and informed of the project specifics. Ms. Farley did not specifically state nor was documentation received that Chapter 23 requirements would be required for this subdivision.

Taps and services lines will be required for each of the four lots. The water main in the vicinity of Tract 1 is located on the north side of Poison Spider Road or on the south side of the irrigation ditch. Tract 1 will need to either bore under Poison Spider Road or bore under the irrigation ditch for the service line. The tap for Tract 2 will be from the water main that traverses through Tract 2. The tap for Tract 3 will be located on the water main that traverses the northwest corner of Tract 3 and the service line will run south to the dwelling. Tract 4 is the furthest from the water supply. The tap will be located near where the water main crosses the Poison Spider right-of-way and a 20 ft wide private buried utility easement will be designated along the Tract 3 property line approximately 500 ft south to the north Tract 4 property line.

Sanitary Sewer Service

No sanitary sewer lines are located within reasonable distance to provide sewer service. Individual septic systems for each tract will be required and testing performed by ECS Engineers indicates that conventional septic systems with leach fields are feasible. There may be some areas of each tract where the soils will not percolate fast enough. The soils generally consisted of lean clay to sandy lean clay with areas of silty sand. Each leach field will need to have design level percolation testing performed and each leach field will need to be located within areas with suitable soil. As part of ECS Engineers testing program, one profile boring was drilled to a depth of 15 ft on each tract and left open for 24 hours. Groundwater was not encountered within any of the profile borings during drilling nor 24 hours after drilling. Therefore, groundwater is estimated to be deeper than 15 ft. A 36 inch deep percolation test hole was drilled on each tract at the approximate locations indicated on the Preliminary Plat drawing. Percolation testing was performed in accordance with WDEQ guidelines, Chapter 25. Percolation test results were 16 mpi for Tract 1, 9 mpi for Tract 2, 40 mpi for Tract 3, and 27 mpi for Tract 4 at the locations tested. The results are attached.

Storm Water Treatment and Management

Storm water runoff from four single family dwellings will be minimal and negligible considering the sizes of the lots and the small areas proposed impermeable surface areas. The percentage of impermeable surfaces compared with the total land area will be negligible. The general drainage patterns are to the north with the exception of the land on both sides of the drainage which is located along the western portion of the existing Faylor property. The dwellings on Tracts 3 and 4 will be constructed between Poison Spider Road and the drainage. Therefore, storm water drainage will continue to flow to the east toward the drainage. The dwellings located on Tracts 2 and 3 will be constructed on the east side of the drainage. However, the drainage flattens and widens on the northern portion of the site and the existing access drive follows the irrigation ditch. Storm water flow patterns for Tract 1 will continue to be to the west toward the low area on the western portion of Tract 1 and also generally to the north. Storm water flow patterns for the Tract 2 will continue to be toward the north toward the irrigation ditch and then to the west. No special storm water treatment or management will be required. There are no flood plains on the site.

Existing Easements and Right-of-Way to the Subdivision

The four tracts will be accessed by the Poison Spider Road right-of-way. The two northern tracts (Tracts 1 and 2) will share a turnoff and the two southern tracts (Tracts 3 and 4) will each have a turnoff. Based on a phone conversation with Mr. Mike Haigler with Natrona County Road and Bridge, the existing access turnoff is an existing access point for the irrigation easement. Mr. Greg Reno with the Casper-Alcova Irrigation District stated that they would allow Tracts 1 and 2 to make improvements to the existing access and utilize the irrigation easement for access to the tracts. Per Mr. Haigler, Tract 3 access turnoff will be located directly across from Black Widow Road. Access for Tract 4 will be located within the 300 lineal feet of frontage to Poison Spider Road. Other than generally locating the turnoff access for each lot, no preliminary design has been performed. Therefore, documentation and information that accesses will be provided are limited to our discussions with Mr. Haigler. Existing easements include the irrigation ditch which will be located mostly on Tract 1 land, a Sinclair Pipeline easement, and the Regional Water line easement which is located south of the irrigation ditch and traverses through a portion of Tract 3 and almost the entire length of Tract 2. There are three existing easements through Tracts 1, 2, and 3. The irrigation ditch easement is 100 ft in width, a Sinclair Pipeline easement is 75 ft in width, and the water main easement is 20 ft in width. The Sinclair Pipeline easement and the irrigation ditch easements overlap. The easement locations and alignments are shown on the Preliminary and Final Plats.

Proposed Utility Easements

Water, power, and natural gas will be provided to each dwelling. A general utility easement will be required along the far western boundary of Tract 3 for water, power, and gas service to reach Tract 4. This easement will be 20 ft in width and is shown on the plats.

Irrigation Ditch Water Rights

Irrigation water rights are associated with the Faylor property. Upon subdividing, the irrigation ditch will be located mostly on Tract 1 and a smaller portion on Tract 2. The water rights will stay with the property whether they are used or not. Casper-Alcova Irrigation District will need to be consulted during the sale of Tracts 1 and 2 for water rights allocations.

Digital Data

ECS Engineers will submit our digital CAD drawing files to the Natrona County GIS Department or Planning Department as required upon finalization of the preliminary and final plats.

We appreciate your consideration of this application. If you have any questions, or require additional information, please do not hesitate to contact us.

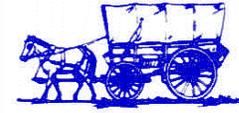
Sincerely,
ECS Engineers



Brian Chandler, P.E.
Project Engineer

Pioneer Water & Sewer District

8917 Poison Spider Road
Casper, Wyoming 82604
307.472.7300
FAX 307.215.0028
pwsd@alluretech.net



*Ken Waters, Chairman
Linda Tasler, Vice-Chairman
Bette Bard, Secretary
Jenny Vass, Treasurer
Tim Kulhavy, Member
Lee Anne Bayne, District Manager
Val Reed, Chief Operator*

June 18, 2020

Trish Chavis
Natrona County Planning Department
200 N Center Ste 202
Casper WY 82601

RE: Proposed Faylor Subdivision

Dear Ms. Chavis,

Bryan Chandler of ECS Engineers has provided us with sketches for the proposed subdivision of a ~72 acre parcel on Poison Spider Road into four rural residential parcels, varying in size from 12 to 25 acres.

The subject parcel is part of the Pioneer Water & Sewer District, and currently has one water tap allocated (not yet installed). Three additional taps would be added to the water system for the proposed subdivision. A 10" water line runs through the subject parcel, and also on the opposite side of Poison Spider Road facing the proposed lots, so accessibility for service should be feasible and reasonable for all four lots.

We have reviewed the sketch and our engineering data, and our determination is that the infrastructure and flow is more than adequate to serve the stated needs of the proposed subdivision (4500 gallons per day) without negatively impacting any other water users. As such, our recommendation would be for approval for an application for service for the proposed lots.

As you know, Pioneer Water & Sewer District is a public water system that operates under the regulatory authority of Wyoming DEQ and the EPA Region 8. We purchase water from the Central Wyoming Regional Water System and distribute to our users.

Please do not hesitate to contact me with any questions or if I can provide any further information

Sincerely,

PIONEER WATER & SEWER DISTRICT

A handwritten signature in blue ink that reads "Lee Anne Bayne". The signature is cursive and fluid.

Lee Anne Bayne
District Manager

PS20-3

STAFF REPORT: Trish Chavis
August 24, 2020

For

September 8, 2020
Planning and Zoning Commission Meeting
&
October 6, 2020
Board of County Commissioner Meeting

APPLICANT: Kelley Faylor

REQUEST: To subdivide a 72.45 acre parcel of land into four lots ranging in size from 12 to 25 acres.

LOCATION AND ZONING

The parcel of land is located near the intersection of Ten Mile Road and Poison Spider Road.

The subject parcel, and all surrounding parcels are zoned Urban Agriculture (UA).

DEFINITION AND APPLICATION

1. Intent and purpose. The intent and purpose of the Urban Agriculture (UA) district is to provide for and protect properties of ten (10) acre lots or larger in the urbanized area which are used for agriculture and residential purposes. Zoning Resolution of Natrona County, Wyoming, Chapter VI, Section 2 at page 22.

2. Major Subdivision. A Major Subdivision is a division of one parcel into two or more parcels. Subdivision Regulations of Natrona County, Wyoming, Chapter 2, Section 1d at page 9.

The proposed subdivision will consist of four lots.

GENERAL STANDARDS
FOR
MAJOR SUBDIVISIONS

1. Criteria for Approval

- a) The subdivision is consistent with the Natrona County Development Plan and the Natrona County Zoning Resolution.

The proposed subdivision is located in Neighbor 12 (Casper Canal) of the 2016 Development Plan. The Development Plan recommends maintain agricultural land and county roads.

Proposed Finding of Fact. The proposed subdivision is developed and does comply with the Development Plan and Zoning Resolution.

- b) The subdivision is in conformance with the General Provision (Chapter 1) and Subdivision Design Standards (Chapter 7).

Proposed Finding of Fact. This subdivision has been processed in accordance with the applicable General Provisions and Subdivision Design Standards of the 2013 Natrona County Subdivision Regulations.

- c) The applicant has provided evidence that a sufficient water supply system will be acquired in terms of quantity, quality, and dependability for the type of subdivision proposed.

Water will be supplied by Pioneer Water and Sewer District. A 10-inch diameter water line is located through the site. This property was part of a recent enlargement of the Pioneer Water and Sewer District.

Proposed Finding of Fact. The subdivision will have public water supplied by Pioneer Water and Sewer District. A letter of approval has been provided.

- d) The applicant has provided evidence that a public sewage disposal system will be established and, if other methods are proposed, evidence that the system complies with state and local laws and regulations.

Each of the lots will have a septic system. ECS Engineers performed soil profile and feasibility percolation testing on each lot. One profile boring and one percolation test hole were drilled on each lot. Each lot will be required to perform final percolation testing and septic system design for each individual residence and leach field location.

Proposed Finding of Fact. Each lot will have a septic system, with final percolation testing and septic design for individual residences and leach field locations at time of building a SFD.

- e) The applicant has provided evidence to show all areas of the proposed subdivision, which may involve soil or topographical conditions presenting hazards or requiring special precautions, have been identified by the applicant and the proposed uses of the areas are compatible with such areas.

The main hazard identified is for Tracts 3 & 4 are the ephemeral drainages that flow through the tracts. During large storm events, these drainages could potentially flow relatively significant quantities of storm water. The plat will be updated to show the drainage centerline. There will also be a note added to the plat about no construction within a certain distance from the drainage. The Engineer and applicant are working on the final language.

- f) Necessary services, including fire/police protection, schools, recreation, utilities, open space and transportation system, are available to serve the proposed subdivision.

This subdivision will be within the Natrona County Sheriff's jurisdiction. The proposed subdivision has adequate utility easements provided.

- g) The subdivision appears to be compatible with the surrounding area, not detrimental to the future development of the area, and not detrimental to the health, safety, and general welfare of the inhabitants of the area and the County.

Proposed Finding of Fact. The area is agricultural and residential based on the Development Plan. The subdivision and surrounding areas of the proposed subdivision meet the Urban Agriculture District requirements.

- h) Documentation satisfactory to the Board of County Commissioners that the Improvement and Service District requirements have been met.

The applicant has been working with Road and Bridge for access to these lots.

Proposed Finding of Fact. Access to the subdivision is from Poison Spider Road and is maintained by NC Road & Bridge. An Improvement and Service District will not be required for this subdivision.

- i) Documentation that the subdivider has adequate financial resources to develop and complete water and/or sewage systems or any facility proposed or represented to be the responsibility of the subdivider, but not limited to the above mentioned.

As stated above, the systems are in place, no financial guarantee is required.

PUBLIC COMMENT

The property owners within 1/2 mile were notified resulting in 30 neighbors being notified.

As of the date of this staff report, one phone call in opposition has been received. The concern was with additional residential traffic to Poison Spider Road.

PROPOSED MOTION

Staff proposes that the Planning and Zoning Commission enter a motion and vote to recommend approval of the requested major subdivision by the Board of County Commissioners and incorporate by reference all findings of fact set forth herein and make them a part thereof.



Lot 1 From Poison Spider Rd

Subdivision



Looking West down Poison Spider Rd



Looking Southwest across Lot 1

Subdivision



Looking Southwest down Poison Spider Rd

Subdivision

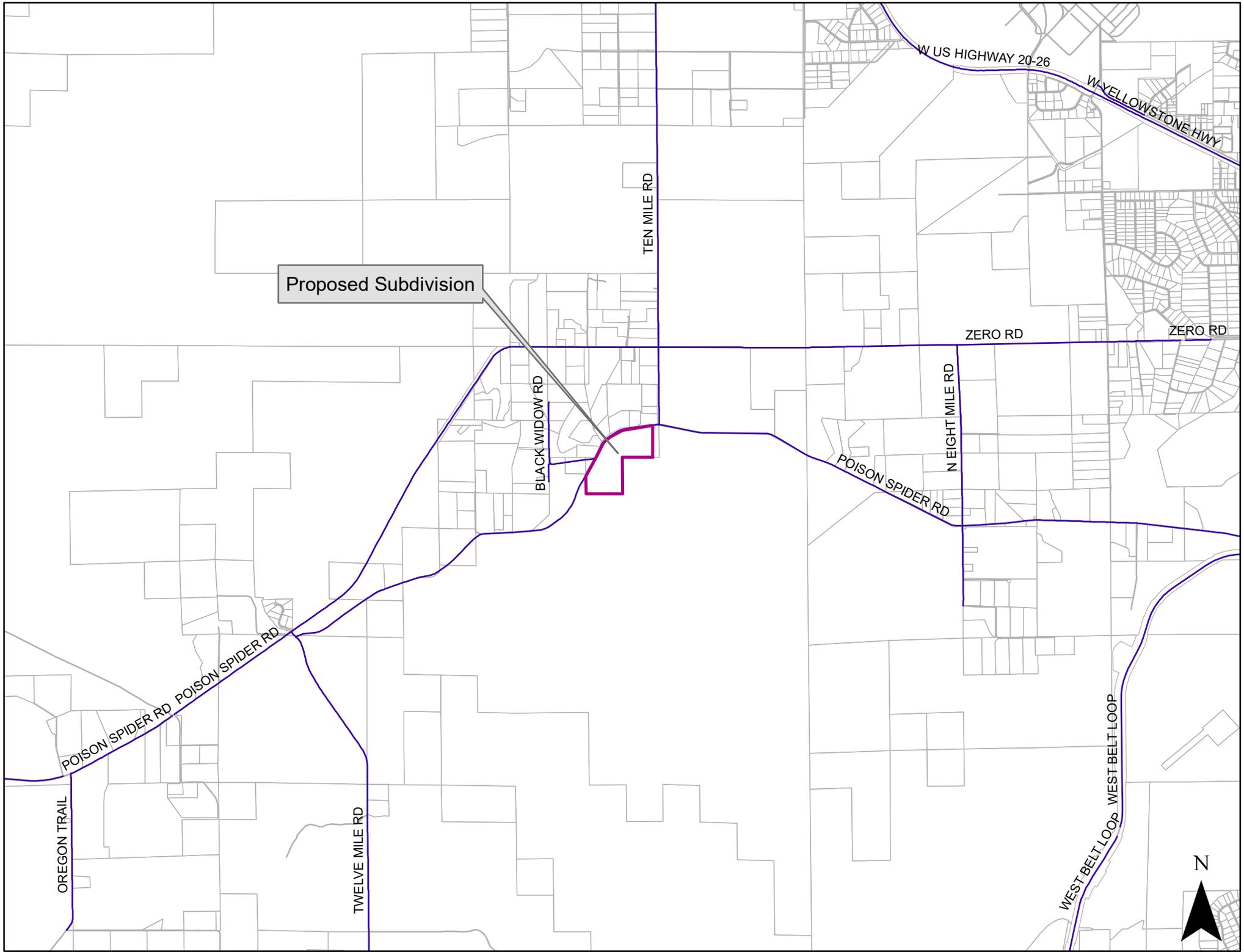


North down Poison Spider Rd



Looking Northeast at Lot 3





Proposed Subdivision

TEN MILE RD

ZERO RD

ZERO RD

BLACK WIDOW RD

N EIGHT MILE RD

POISON SPIDER RD

POISON SPIDER RD
POISON SPIDER RD

OREGON TRAIL

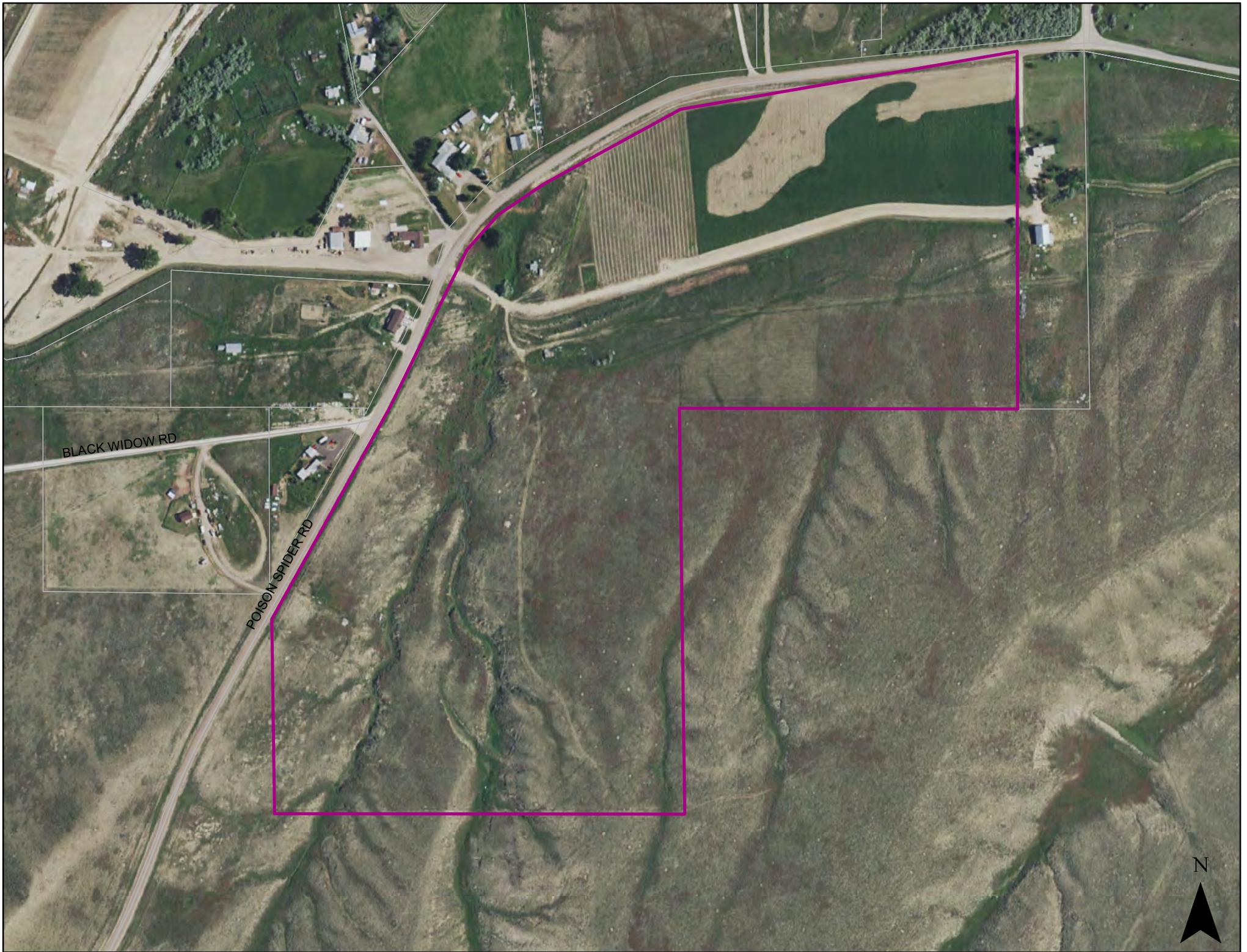
TWELVE MILE RD

WEST BELT LOOP
WEST BELT LOOP

W US HIGHWAY 20-26

W YELLOWSTONE HWY





Planning Department Fee Schedule

TA20-2

Staff Report: Trish Chavis

August 14, 2020

For

September 8, 2020

Planning and Zoning Commission

And

September 15, 2020

Board of County Commissioner Meeting

Applicant: Natrona County Planning Department (the Department)

Request: To amend the Planning Department Fee Schedule

Background

In 2010, the Planning Department amended the fee schedule and document price list to increase the fees associated with development. In 2013, the Subdivision Regulations were also amended, adding the reimbursement of County Surveyor review onto the applicant.

Even with these changes, the Department is still paying for development activities. The most recent example was the Conditional Use Permit (CUP) for Dinosolar. Ex.

- CUP Application \$300 paid by applicant
- Adjacent Neighbor Letter postage - \$580.62 paid by the Department
 - o Office supplies – est. \$100
- Legal Notice - \$102.20 paid by the Department
- Estimated 10hrs. Planner & Director time dedicated to open houses, phone calls, public meetings. (10 x \$75= \$750)
- Estimated 16 hrs. Planner research, letter writing, printing/preparing envelopes (1,528), fielding public comment responses, power point presentations, packet printing/binding and staff report preparation. (16 x \$35= \$560)

Application fee \$300 by the applicant with Department costs paid of \$1792.82 (\$2092.82 – \$300 = \$1792.82).

While this is only one example, the costs the Department pays for each application is more than what is received in application fees.

A typical CUP, Variance or Zone Change requires at a minimum, 14 hours of staff time to process. A Major Subdivision is approximately 20 hours. These estimations do not include email/phone exchanges, public comment calls, open houses, PC/BOCC meetings, vehicle and fuel cost associated with on-site review and site photos.

All applications requiring public meetings must be published in the Casper Star Tribune and the average cost of a legal notice is \$96.69 with average postage being \$9.06.

Staff has reviewed the application fees of 9 counties around the state. Natrona County is among the lowest fees associated with any of the above applications.

Proposal

Increase the fees associated with Subdivisions, Conditional Use Permits, Zone Changes, Variances, Zoning Certificates and PUDs. The amendment also includes a fee to change a road name and a research fee.

Proposed Motion

Staff proposes a motion and vote to recommend approval of the requested Fee Schedule by the Board of County Commissioners.

Planning Department Fee Schedule

Subdivisions

Simple/Replat	\$325
County Surveyor Reimbursement	Actual Cost
Major Subdivision	\$600
Per lot over 5	\$50
County Surveyor Reimbursement	Actual Cost
Notice Fee*	\$150

Conditional Use Permit

Regular CUP	\$300
Notice Fee*	\$150
Communication Tower	\$1,000
Notice Fee*	\$150
Recertification	\$500
Wind Energy Conversion System	\$2,000
Notice Fee*	\$500
Turbine Fee (per)	\$150
Utility Scale Solar Energy System	\$2,000
Notice Fee*	\$500

Zone Change

	\$500
Notice Fee*	\$150
Additional Applicant (per)	\$100

Planned Unit Development (New)

	\$500
Notice Fee*	\$150
Amendment	\$250
Notice Fee*	\$150

Variance

	\$500
Notice Fee*	\$150
Additional Applicant (per)	\$100

Road Naming

Rename Road	\$150
Additional/Extensions (per)	\$50

Zoning Certificate

	\$50
w/ Floodplain Development	\$100

Research/Project Time -

(over 15 minutes)	\$75/hr
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**Notice fee covers costs associated with legal notices and adjacent neighbor letters*