

Sublette County, Wyoming  
**Planning and Zoning Commission**  
**Official Minutes**  
October 20<sup>th</sup>, 2022

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**I. ROLL CALL:** A meeting of the Sublette County Planning and Zoning Commission was held in the Commissioners Room of the Sublette County Court House and was called to order at 6:13 pm. Chairperson, Blake Greenhalgh chaired the meeting.

**Members Present:** Blake Greenhalgh, Maike Tan, Ken Marincic, Pat Burroughs, and Chris Lacinak

**Members Absent:** None

**Staff Members Present:** Sublette County Planner, Dennis Fornstrom, Associate Planner, Tess Soll, and Deputy County Attorney, Clayton Melinkovich

**Staff Members Absent:** None

**II. Amendments to the Agenda:** Comm Burroughs motions to have agenda item 1 moved to agenda item 2 and agenda item 2 moved to agenda item 1. Comm. Tan seconded, and the motion carried 5/0.

**III. New Business:**

Item 1. To approve the amended minutes of the August, 18<sup>th</sup> meeting.

**MOTION:** Comm. Tan moves to approve the August 18<sup>th</sup> amended minutes.

Seconded: Comm. Marincic

**Board Discussion:** Comm Lacinak requests clarification of Action 1 and the motion recorded in the August 18<sup>th</sup> minutes. An agreed consensus of all board members is to clarify in these minutes of October 20<sup>th</sup> that Action 1 and the motion

**Action #1**  
Comm. Marincic makes a motion that the board is satisfied with the regulation recommendation that is printed, Comm. Burroughs seconded the motion and the motion carries 4/0.

\*As a point of clarification by Mr. Melinkovich, he and other board members will be doing one last read and are free to suggest and make changes.

*Figure 1 From August 18th minutes*

was only to provide a draft copy available to the public and to post on the county Planning and Zoning website. The regulations were not approved, and therefore remain a working document subject to continued revision and public comment.

**VOTE:**

Comm. Burroughs YAY

Comm. Greenhalgh YAY

Comm. Marincic YAY

Comm. Tan YAY

Comm. Lacinak ABSTAINED

**Motion carries 4/0**

Item 2. To approve the minutes from the September 15<sup>th</sup> meeting.

**MOTION:** Comm. Lacinak moves to approve the minutes with his proposed amendments sent via email to the board and the P&Z office on October 12<sup>th</sup>.

Seconded: Comm. Burroughs

**Board Discussion:** None

**VOTE:**

Comm. Burroughs YAY

Comm. Lacinak YAY

Comm. Marincic YAY

Comm. Tan YAY

Comm. Greenhalgh YAY

**Motion carries 5/0**

Item#3. Change of board officers.

**MOTION:** Comm Tan moves for Comm. Lacinak to be the newly appointed Chairperson for the Planning and Zoning board and Comm. Burroughs to be the newly appointed Vice Chairperson.

Seconded: Comm. Marincic

**Board Discussion:** None

**VOTE:**

Comm. Burroughs YAY

Comm. Lacinak YAY

Comm. Greenhalgh YAY

Comm. Tan YAY

Comm. Marincic YAY

**Motion carries 5/0**

\*Newly appointed board officers effective at the adjournment of the October, 20<sup>th</sup> 2022 meeting.

Item#4 County-issued emails for P&Z board members.

**MOTION:** The Planning & Zoning board again, requests that the members of this board have a designated county email for the purpose of our business on the board.

**Motion by:** Comm. Burroughs

Seconded by: Comm. Tan

**Board Discussion:** None

**VOTE:**

Comm. Burroughs YAY

Comm. Tan YAY

Comm. Marincic YAY

Comm. Lacinak YAY

Comm. Greenhalgh YAY

**Motion carries 5/0**

**IV. Public Hearings:**

\*All agenda items were introduced by Chairperson, Blake Greenhalgh.

**Agenda Item #2** An application by Nemetz Living Trust, dated June 7, 2013, is requesting a Minor Subdivision pursuant to Chapter XII, Subchapter V of the Sublette County Zoning and Development Regulations, for a 40.48-acre tract described as Tract 11, Sheet 9 of the Hoback Ranches Subdivision. The Nemetz Minor Subdivision will create two lots, one lot being 11.00 acres in size, and one lot being 29.48 acres in size.

Mr. Fornstrom gives a summation to the board regarding this request. Mr. Fornstrom indicates the property is located along the westerly edge of Hoback Ranches, the property is a 40-acre tract

that has not been subdivided, access road is Upper Picnic Ridge Rd and is designated a private road within the Hoback Ranches through legal proceedings. Mr. Fornstrom states the applicable road easements and designated zoning. No well, or septic information was provided, however the well and septic information that is available for the property was included in the information packet. The minor subdivision plat was reviewed by the county Surveyor, Skylar Wilson, and the proposal was reviewed by Wyo Game and Fish.

The applicant, Mr. Nemetz states that they are exercising their property rights and going through the motions and procedure.

Public Comment: 2 ppl

Brad Eves- recipient of the legal action. Opposes the project.

Applicant, Molly Nemetz- Summarizes legal action against Brad Eves

Brad Eves- A rebuttal to the legal action described against him

**MOTION:** That the application proposing the Nemetz Minor Subdivision by David W. Nemetz and Mary Maloney, Trustees requesting a minor subdivision to Ch. 12, Sub Ch. 5 of the Sublette County Planning and Zoning Regulations be approved.

**MOTION By:** by Comm. Burroughs

Second: by Comm. Tan

**Board Discussion:** None

**VOTE:**

Comm. Burroughs YAY

Comm. Tan YAY

Comm. Marincic YAY

Comm. Lacinak YAY

Comm. Greenhalgh YAY

**Motion carries 5/0**

**Agenda Item #1** The Sublette County Planning & Zoning Dept. Amendments to the Sublette County Zoning and Development Regulations.

Mr. Fornstrom summarizes the progress of the regulations from the August P&Z meeting to the present. Regulations have been posted on the P&Z website for public viewing. Mr. Fornstrom states that there are comments on the proposed regulations and Ms. Leo's proposed change to the I-L zoning district has been provided to the board. Mr. Fornstrom proposes a continued revision of the regulations and proposes an additional meeting per month.

As a result, it was determined that having a second meeting per month to conduct regulation workshops would be beneficial.

Public Comment-3 ppl

Tia Leo- likes the idea of workshops. Would like more advertising.

Kyle Odderman-Are legal notices behind a paywall. General advertising comments. What was the STR process?

Kyle Odderman- Does the board have the appetite to hear comments on 13 chapters? Would like intent defined and processes in place for workshops. General comments on the regulations.

Tia Leo- Timeline when the comp plan and the regulations were updated/reviewed. General advertising comments. Reviewed the proposed regs against the current version. Would like the P&Z minutes to go to the BOCC. General comments on level of communication between the P&Z board and the BOCC.

Kyle Odderman- County email for board members.

Rebecca Waller- Alternatives for board member emails

Kyle Odderman- General comments on how criteria from the regs are interpreted from regulations and comp plan.

Tia Leo- General comments regarding County Planner communication to the BOCC regarding yay and nay votes by the P&Z members.

Kyle Odderman- General comments regarding how criteria in the regulations are interpreted using the regulations and comp plan.

Tia Leo- Would like cliff notes from P&Z board member's votes published in the paper

Rebecca Waller- Receives information about government operations from the newspaper and radio. General comments regarding improving advertising of P&Z. Would like additional multi-media methods to connect with P&Z meetings.

Kyle Odderman- Best method to submit public comment

Rebecca Waller- General comments on P&Z advertising

\*Public comment closed

Brief discussion between board and P&Z office regarding workshops for regulation revision, resulting in two additional meetings in December and January for the purpose of regulation workshops. These dates are:

December 8<sup>th</sup>, 2022- Focusing on Ch. 1 & Ch. 4

January 12<sup>th</sup>, 2022- Focusing on Ch. 2 & Ch. 3

**MOTION:** We will hold two public workshops, facilitated by the Planning and Zoning office with video conferencing available for public participation. Focused solely on the zoning regulation revision. Dates and topics are December 8<sup>th</sup>, we will address Ch. 1 and Ch. 4, and January 12<sup>th</sup> we will address Ch. 2 & Ch. 3. Further dates and topics to be determined at a later date. Furthermore, the commission recommends advertising in the local papers and utilizing the Lovett room in the library for both meetings.

**MOTION by:** Comm. Lacinak

Second by: Comm. Tan

**Board Discussion:** None

**VOTED:**

Comm Burroughs YAY

Comm. Lacinak YAY

Comm. Tan YAY

Comm. Marincic YAY

Comm. Greenhalgh YAY

**Motion carries 5/0**

## **V. Old Business:**

Planning and Zoning Board by-law discussion

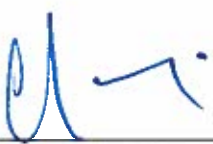
Discussion between the Planning and Zoning board, Deputy County Attorney, Clayton Melinkovich, and P&Z staff surrounding a list of questions provided by Comm. Lacinak.

Discussion of the previous BOCC meeting/Moyes CUP


## **VI. General Public Comment:** None

## **VII. Adjournment:** Meeting was adjourned by Comm Greenhalgh at 9:36 p.m.

PLANNING AND ZONING COMMISSION  
SUBLETTE COUNTY, WYOMING

  
\_\_\_\_\_  
Chris Lacinak, Chairman

Attest:

  
\_\_\_\_\_  
Dennis Fornstrom, Sublette County Planner

**\*\*\* Please note that a digital audio recording of the meeting is available at the Planning and Zoning Office and online by going to the Sublette County Website. These minutes are a written summation of the meeting.**