

MEMBERS PRESENT

Hal Hutchinson, Chairman  
Jason Gutierrez, Vice Chairman  
Robert Grant, Member  
Matt Mitchell, Member  
Chad Ziehl, Member  
Jim Milne (Liaison)

MEMBERS ABSENT

None

STAFF MEMBERS PRESENT

Kristie Turner, Senior Planner  
Charmaine Reed, Deputy County Attorney

OTHERS PRESENT

The meeting was brought to order by Chairman Hutchinson; at 5:30 p.m.

The Chairman lead the Pledge of Allegiance, subsequently introduced himself and all present commission members, staff, and welcomed all. Chairman Hutchinson outlined the meeting procedures and how the commission receives public comment.

APPROVAL OF MINUTES

Chairman Hutchinson requested for a motion for the approval of the meeting minutes from the July 13, 2022 County Planning Commission Meeting. Mr. Mitchell motioned to approve; Mr. Ziehl seconded the motion. Motion carried.

Hal Hutchinson	Yes
Robert Grant	Yes
Matt Mitchell	Yes
Chad Ziehl	Yes
Jason Gutierrez	Abstained
Motion carried	4/0

Chairman Hutchinson requested for a motion for the approval of the meeting minutes from the October 13, 2022 County Planning Commission Meeting. Mr. Grant motioned to approve; Mr. Mitchell seconded the motion. Motion carried.

Hal Hutchinson	Yes
Robert Grant	Yes
Matt Mitchell	Yes
Chad Ziehl	Yes
Jason Gutierrez	Yes
Motion carried	5/0

**CUP22-5**

Chairman Hutchinson open the public hearing for the CUP22-5, a request by Natrona County Road and Bridge to permit as a Conditional Use, the use of this parcel as a gravel mine for aggregate to maintain County Roads in the CR21 Gas Hill and CR 201 Poison Spider Road areas.

Ms. Turner presented the staff report. Staff proposed a motion and vote by the Planning and Zoning Commission to recommend for approval of the requested conditional use permit and incorporate by reference, the findings of facts in the staff report and the public meeting.

Public Hearing called to order

In favor - none

In opposition – none

End public hearing

The Chairman then asked for a motion. Mr. Gutierrez motioned to approve the application; Mr. Mitchell seconded the motion. Voting was as follows:

Hal Hutchinson	Yes
Robert Grant	Yes
Matt Mitchell	Yes
Chad Ziehl	Yes
Jason Gutierrez	Yes
Motion carried	5/0

**CUP22-4**

Chairman Hutchinson open the public hearing for the CUP22-4, a request by JW and Barbara Jones to permit as a Conditional Use. The applicant is proposing to build and use a large 6000 sq. ft. barn as a unique venue for weddings and other similar events. The property is addressed as 7992 Zero Rd.

Ms. Turner presented the staff report. Staff proposed a motion and vote by the Planning and Zoning Commission to recommend for approval of the requested conditional use permit and incorporate by reference the findings of facts in the staff report and the public meeting.

Public Hearing called to order

In favor – Mel Kelowski, Rob Jongsma and Mike Haigler

In opposition – none

End public hearing

The Chairman then asked for a motion. Mr. Ziehl motioned to approve the Conditional Use Permit with the following 4 conditions.

1. All parking must be on the subject parcel. Parking on Zero Road or Sweet Creek will not be permitted.
2. Applicant must follow all building, fire, and health codes.
3. No events Sunday (6 day week)
4. Time limit from 6 am to 11 pm;

Mr. Gutierrez seconded the motion. Voting was as follows:

Hal Hutchinson	Yes
Robert Grant	Yes
Matt Mitchell	Yes
Chad Ziehl	Yes
Jason Gutierrez	Yes
Motion carried	5/0

**MS22-5**

Chairman Hutchinson open the public hearing for the MS22-5, a request by Deidra Homann and Jerry Cover for approval of a plat for Mountain Horizon #4, a major subdivision consisting of 2 lots on a parcel of approximately 39.889 acres in the Urban Agriculture (UA) zoning district located in the Mountain Horizon Simple Subdivision #3 Lot 1. The property is currently access from the Frontage Road off of Zero Road.

Ms. Turner presented the staff report. Staff proposed a motion and vote by the Planning and Zoning Commission to recommend for approval of the requested conditional use permit and incorporate by reference the findings of facts in the staff report and the public meeting.

Public Hearing called to order

In favor – none

In Opposition – none

In neither favor or opposition – Devery Davis and Holly Wilhelm

End Public Hearing

The Chairman then asked for a motion. Mr. Gutierrez made the motion to approve the major subdivision with the following 2 conditions.

1. That the plat reflect that there is domestic water available from the Town of Mills.
2. Staff research the process for the vacating the easement currently reflected on the plat of the west of Mountain Horizon No. 4 Lot 2.

Mr. Grant seconded the motion. Voting was as follows:

Hal Hutchinson	Yes
Robert Grant	Yes
Matt Mitchell	Yes
Chad Ziehl	Yes
Jason Gutierrez	Yes
Motion carried	5/0

**Public Comment – None**

**Adjournment**

There being no further business to come before the Board, the Chairman adjourned the meeting at 6:54 p.m.



Hal Hutchinson, Chairman  
Natrona County Planning and Zoning Commission



Tracy Good  
Natrona County Clerk

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