TOWN OF DAYTON

Planning Committee Notes

Tuesday, October 10, 2023

Members present: Rich Kwallek, Guy Mitchell (chair), Barb Sellar, Laurie Walters-Clark (secretary).

Also present: Mayor Cliff Reed, and Secret Squirrel LLC.: Zack Cummins, Managing Member Cordell Perkins, and Eric Whitehead

Agenda: The agenda with one correction was approved on a motion by Barb Sellar, seconded by Rich Kwallek. Motion carried. The correction was the removal of the work “building” from topic number 3.

Meeting Minutes: Planning committee minutes from August 8, 2023, we approved as written on motion by Barb Sellar, 2nd by Rich Kwallek. Motion carried.

Announcements & Correspondence: None

Old Business: None

New Business:

1. Final Plat Review for Reese Addition. Mylar dated August 14, 2023, and three hard copies were present at the meeting.
	* August 14, 2023, final plat Mylar was available for committee review on the afternoon of October 4th, 2023.
	* Cordell Perkins gave the committee hard copies of the definition section for a street in the Subdivision ordinance (16.04.010). It defines a street as public or private and since the issue at hand is a subdivision this is the definition that should be used.
	* Cordell also discussed an Exhibit B that would or will be filed with the county addressing the 25-foot easement off Black Mountain into Lot 1 as a street using the above mentioned defination. No hard copy was available.
	* The committee stated there is a need for a utility easement on the final plant along the west side of Lot 1.

A motion was made by Rich Kwallek and 2nd by Barb Sellar to recommend the August 14, 2023, Final Plat for Lots 1 and 2 of the Reese Addition contingent upon contingent upon the following:

1. State Water Board approval as required by Wyoming State Statute
2. Exhibit B as discussed by Cordell Perkins is attached to the Final Plat and provided to the Town Clerk with the Final Plat for filing at the courthouse.
3. A utility easement is shown along the west side of Lot 1 on the Final Plat.

The motion carried.

1. No-fee building permit discussion:
	1. Clarification is this is information to be provided to residents when a building permit is NOT required.
	2. Suggestion is a one-page handout be created outlining things residents need to consider when placing items on their property including but not limited to cement pads.
	3. Further discussion is needed with Town employees regarding how to disseminate this information. A suggestion was to place it in a booklet about the Town government.
2. Business permit discussion
	1. The committee wants to know if the Town Council can deny a business proposal such as CBC sales, adult book sales, etc.
	2. The committee requests Mayor Reed to contact WAM for guidance. Dayton is a member of that organization and pays a yearly fee for training and other guidance.
	3. Item tabled until Mayor Reed is able to report from WAM.

Planning Committee requests for future agenda items: Review of Plant Investment Fees

The meeting was adjourned on a motion at 5:45 p.m. by Barb Sellar and seconded by Rich Kwallek

Approved:

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Guy Mitchell Laurie Walters-Clark

Planning Committee Chair Secretary