



**Planning & Zoning Commission**

**Tuesday, September 3, 2024 at 5:00 p.m.**

**Main Conference Room of the Pinedale Town Hall, 205 Entertainment Lane**

**[meet.google.com/ykqatvquot](https://meet.google.com/ykqatvquot) or Join by Phone: (US) +1 617-675-4444 PIN: 122 435 148 2**

*Attendees on the virtual option will be able to listen to the meeting. Efforts to give virtual attendees an opportunity to speak will be made but cannot be guaranteed.*

**A. CALL TO ORDER**

A-1 Pledge of Allegiance

**B. ROUTINE MATTERS**

B-1 Accept/Amend Agenda

B-2 Approve June 10, 2024 Regular Planning and Zoning Commission Meeting Minutes

B-3 Approve July 1, 2024 Regular Planning and Zoning Commission Meeting Minutes

B-4 Approve August 5, 2024 Regular Planning and Zoning Commission Meeting Minutes

**C. PUBLIC COMMENT**

**D. PUBLIC HEARING**

D-1 Zoning Amendment – Code Amendment - §475-342.B General Requirements

D-2 Zoning Amendment – Code Amendment - §475-343 Nuisances, Violations, and Penalties; termination.

**E. NEW BUSINESS**

**F. OLD BUSINESS**

**G. PLANNING AND ZONING ADMINISTRATORS REPORT**

**H. COMMISSION MEMBER COMMENTS**

**I. SCHEDULE OF NEXT REGULAR COMMISSION MEETING**

Proposed

Time: October 7, 2024; 12:00 p.m.

Location: Pinedale Town Hall; Main Conference Room; 205 Entertainment Lane; Pinedale, WY 82941





**B-1**

**Item:** Accept/Amend Agenda

**Action:**

**Presenter:** Ryan Wells

**Information:**

**Recommendation:**

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**B-2**

**Item:** Approval June 10, 2024 Regular Planning and Zoning Commission Meeting Minutes

**Action:** Approve/Disapprove/Amend

Motion to approve the June 10, 2024 regular Planning and Zoning Commission Meeting Minutes

**Presenter:** Abram Pearce

**Information:** Attached

**Recommendation:**

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## **Pinedale Planning and Zoning Commission Minutes**

Monday June 10, 2024

12 PM

Meeting hosted virtually.

Video call link: [meet.google.com/anz-nkuy](https://meet.google.com/anz-nkuy)

Meeting ID: +1 505-455-7958

PIN: 574 526 015#

Attendance: Commission Members: Judi Boyce, Tesa Manning, and Adam Herron. Ryan Wells, and Michael Lutz, absent; excused.

Other: Chad Mitchell Town Planning and Zoning Administrator.

Public: None

Chairman Pro Tem Judi Boyce presided over and called the meeting to order 12 p.m.

### **1. Organizational Matters**

#### **1.a. Approve regular June 10, 2024 Planning and Zoning Board Meeting Agenda:**

Commissioner Manning moved to approve the June 10, 2024, Planning and Zoning agenda with Commissioner Herron seconding the motion. Motion Passed 3-0

#### **1. b. Approve the May 6, 2024 Planning and Zoning Board Regular meeting minutes:**

Commissioner Herron moved to approve the May 6, 2024 minutes. Commissioner Manning Seconded the motion. Motion Passed 3-0

### **2. Public Comments**

None

### **3. New Business**

None

### **4. Old Business**

None

### **5. Planning and Zoning Administrator's Report**

The commission had no questions or concerns with P and Z Report.

### **6. Chairman Comments**

No comments were received

### **7. Board Member Comments**

No comments were received in Board Member Comments.

**8. Schedule of next Regular P&Z Meeting**

Council Members briefly discussed the meeting time and agreed to schedule the next meeting for July 1, 2024 at 12 PM Virtually Hosted from Town Hall 205 Entertainment Lane.

Meeting Adjourned 12:34 PM

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Judi Boyce

Planning and Zoning, Chairman Pro Temp



**B-3**

**Item:** Approve July 1, 2024 Regular Planning and Zoning Commission Meeting Minutes

**Action:** Approve/Disapprove/Amend

Motion to approved the July 1, 2024 regular Planning and Zoning Commission Meeting Minutes

**Presenter:** Abram Pearce

**Information:**

**Recommendation:**

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## **Pinedale Planning and Zoning Commission Minutes**

Monday; July 1, 2024

12:00 P.M.

Town Hall 205 Entertainment Lane, Pinedale, Wyoming 82941

Meeting hosted virtually.

Video call link: [meet.google.com/hah-yqyk-rni](https://meet.google.com/hah-yqyk-rni)

Meeting ID: +1 662-510-4364

PIN: 537 891 239#

Attendance:

Commission Members: Ryan Wells, Judi Boyce, Tesa Manning, Adam Herron

Michael Lutz, absent; excused

Town Staff: Chad Mitchell, Planning and Zoning Administrator; Abram Pearce, Director of Public Works

Virtual: Mark Ridley

The meeting was called to order by Chairman Ryan Wells as 12:00 p.m.

1. **Approval of Planning and Zoning Regular July Meeting agenda:**

The meeting agenda was motioned to be approved and seconded. Motion passed 4-0.

2. **Approval of Regular June Planning and Zoning Meeting Minutes**

The meeting minutes from the regular June 10, 2024 Planning and Zoning Meeting were motioned and seconded. The motion passed 4-0.

3. **Public Comment**

Mr. Mark Ridley, attending the meeting virtually, introduced himself to the Planning and Zoning Commission. Mr. Ridley wanted to attend the meeting and give a brief introduction and inform the Planning and Zoning Commission of their purchase of the parcel described as T33N, R109W, SEC 3, LOT 3(PT), LOT 4(PT), SWNE(PT), SWNW(PT), SENW(PT), NESW(PT), NWSW(PT). (PINEDALE UNPLATTED). The parcel on the southeast of Town previously owned by the CL-Bar and consisting of ~75 acres. Ridley's is currently working on some conceptual plans to further develop the ground and intend to further develop the area in the coming years. A discussion was had about the subdivision process governed by §400 of the Town Code, existing public infrastructure, public infrastructure improvements required at development, and the current zoning of the parcel. Based on the current somewhat arbitrary nature of the zoning lines within the parcel, cleaning up the zoning with development is likely. Mr. Ridley thanked the Commissioners for the opportunity to discuss and indicated that they will be working towards a development concept. The Commissioners thanked Mr. Ridley for his proactive communication on the project. No action taken.

4. **New Business**

None

5. **Old Business**

None



## 6. Planning and Zoning Administrators Report:

- Antelope Crossing Block 6 Connecting to water and sewer in Bloomfield Ave today expecting to be open and paved beginning of next week.
- Building permit issued to Dollar General.
- Several Fence Permits Issued
- ROW Encroachment agreement signed with Sip and Fiz to allow Drive thru on streetside.
- No Progress on Wind River Resorts
- Redstone Commercial development cancelled. County bought the entire property
- Visited with Commissioners attended County meeting with Mayor asking for road easement through the property to maintain continuity of streets (Entertainment Lane).
- Discussed with Developer south of county property requirement still in place for Entertainment lane.
- Yeti Building bought by Casey Dawen looking to share space with Post Office.
- Rented out office space to Public Health at 205 Entertainment Lane.
- Looking to open STR Code to clean up a few particulars.

Mr. Mitchell informed the Planning and Zoning Commission that he had turned in his notice to the Town of Pinedale and would be working through July 12, 2024 for the Town of Pinedale. Abram Pearce, Director of Public Works, will be taking over the duties of the office while the Town looks to refill the position.

## 7. Board Member Comments

None

## 8. Schedule of next Regular P&Z Meeting

Commission members briefly discussed the meeting time and agreed to schedule the next meeting for Augst 5, 2024 at 12:00 p.m. at the Town Hall; 205 Entertainment Lane, Main Conference Room, Pinedale, WY 82941.

Meeting adjourned.

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Ryan Wells, Chairman



**B-4**

**Item:** Approve August 5, 2024 Regular Planning and Zoning Commission Meeting Minutes

**Action:** Approve/Disapprove/Amend

Motion to approved the August 5, 2024 regular Planning and Zoning Commission Meeting Minutes

**Presenter:** Abram Pearce

**Information:**

**Recommendation:**

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STATE OF WYOMING     )  
COUNTY OF SUBLETTE  )§  
TOWN OF PINEDALE     )

The Town of Pinedale Planning and Zoning Commission met in regular session on Monday, August 5, 2024, in the main conference room of the Pinedale Town Hall, 205 Entertainment Lane, Pinedale, Wyoming 82941. The meeting was also hosted on a Google Meet platform at the following <https://meet.google.com/ykq-atv-quot>

The meeting was called to order by Chairman Ryan Wells at 12:02 p.m.

#### Attendance

Planning and Zoning Commission: Chairman Ryan Wells, Michael Lutz, Judi Boyce, and Tesa Manning

Town Staff: Abram Pearce, Director of Public Works

Public: Mark Moore

Virtual: John Ernster

Motion by Commissioner Lutz to approve the agenda as published. Seconded by Commissioner Manning. Motion passed 4-0.

Discussion on minutes from the July 1, 2024 regular Planning and Zoning Minutes. Abram Pearce explained that with Chad Mitchell leaving the Town of Pinedale and pursuing other alternatives, the minutes did not get completed as normal. Mr. Pearce asked for aid from the Commission in reviewing the agenda from the July 1 meeting and any action taken to finalize the July 1 minutes. Commissioner Lutz indicated that he was not present for the past meeting. A brief recap of the meeting was discussed. The Commission asked Mr. Pearce to draft the minutes for approval at the September meeting. The Board asked that we included the approval of the June minutes in the September meeting as well, since that was the only action taken in the July 1, 2024 Meeting. The existing notes lack the motion, second, and approval of those minutes.

Mr. Pearce reviewed the Board Member terms. They are as follows:

Ryan Wells – Term ends June 30, 2026

Michael Lutz – Term ends June 30, 2027 (verified recent reappointment by Town Council in June 2024)

Tesa Manning – Term ends June 30, 2026

Judi Boyce, Town Council Representative - Term ends June 30, 2028

Vacancy – term ends June 30, 2027 (position prior occupied by Adam Herron whose term ended 6/30/2024 – awaiting appointment by Town Council)

There were no Public Comments

Mr. Pearce provided an update under new business of an upcoming Public Hearing to consider changes to §475 Article XLI Short-Term Rentals. The proposed changes are specifically to consider changes to §475-342.B General Requirements, and §475-343.A Nuisances, violations and penalties; termination. Town Staff have recommended the Town Council to review these portions of code as they have caused confusion and

difficulty in the enforcement of STR's and zoning regulations as a whole. The Town Council reviewed the recommendation from staff at the regular Town Council Meeting on May 28, 2024. The Town Council recommended the modifications be reviewed by the Planning and Zoning Commission per §475 Article XXXIV. Based on public notification requirements, Mr. Pearce requested the board consider the Public Hearing during scheduling of the next regular Planning and Zoning Meeting. No action taken.

Mr. Pearce gave an update of the current permits, and committed to developing a standardized documentation of building permits, bonds, development status, etc. for ongoing projects that may require further Planning and Zoning Action. This will be included with future Planning and Zoning Administration reports.

Mr. Pearce gave the monthly Planning and Zoning Administrator Report. Mr. Pearce invited input from the board to help improve interaction between staff, board, and public. The board specifically requested earlier meeting agendas, calendar updates on the website, a long-term plan on the Master Plan and Building Development improvements, and a report on STR enforcement using Granicus and the B/C of the program. Mr. Pearce committed to making these improvements as soon as practical.

#### No Board Member Comments

The next Planning and Zoning Commission Meeting was scheduled for Tuesday, September 3, 2024 at 5:00 p.m. at the Town Hall, 205 Entertainment Lane, Pinedale, WY 82941 in the Main Conference Room. The meeting was scheduled for Tuesday due to the Labor Day Holiday on Monday, September 2, 2024.

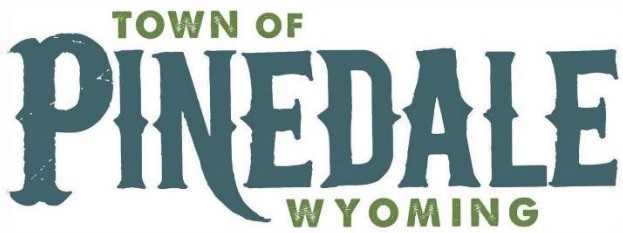
Meeting was adjourned at 12:54 p.m.

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Ryan Wells, Chairman







August 30, 2024

Town of Pinedale  
Planning and Zoning Commission  
P.O. Box 709  
Pinedale, WY 82941

**RE: Public Hearing - §475 Article XLI Short-Term Rental – Proposed Amendments**

Dear Chairman Wells and distinguished Zoning Commission,  
Two draft ordinances are before you for Public Hearing on 9/3/2024. Both draft ordinances are from §475 Article XLI Short-Term Rentals. They are as follows.

- §475-342.B General Requirements
- §475-343 Nuisances, Violations, and Penalties; termination.

Per §475 Article XXXIV Amendments, the following items are required for the a Public Hearing to the Planning and Zoning Commission.

**§ 475-302 Scheduling consideration.**

*The Zoning Administrator shall assemble all comments, including those of the Town Council, and schedule the matter for a public hearing before the Planning and Zoning Commission and for later consideration at a regular meeting of the Town Council.*

**§ 475-303 Hearing before Planning and Zoning Commission; notice.**

*The Planning and Zoning Commission shall hold a public hearing on all amendments to this chapter and to the District Zoning Map at which all interested parties shall have an opportunity to be heard. Notice of the time and place of the public hearing and the nature of the amendment sought shall be given by one publication in a newspaper of general circulation in the Town at least 15 days before the date of such hearing. Also, the area which is to be the subject of the hearing shall be posted for at least 15 days prior to the hearing. The posted notices shall be, in number, size and location, as prescribed by the Zoning Administrator and shall state the present zoning classification, the proposed zoning classification, and the time and place of the public hearing on standard signs provided by the Town. Notices shall be posted by a designated Town official and removed by the same within 15 days after the public hearing has been held*

Town Staff presented the proposed changes for consideration by Town Council at the regular May 28, 2024 Town Council Meeting. The Council agreed that the items should be looked into and have passed the proposed changes along to the Planning and Zoning Commission. The Public Notice was advertised in the Pinedale Roundup on August 15, 2024 as well as August 29, 2024. A scan of the publications are provided with this letter.

## Summary

### §475-342.B General Requirements

This amendment would allow up to two (2) STR's to be permitted for non-hosted units per parcel in the Town of Pinedale instead of the current limit of one (1). Non-hosted STR's are currently only allowed in the Commercial Zone District. When drafting this ordinance several years ago, the Town of Pinedale tried to align with interpretations from the State Fire Marshall's Office, who have oversight over commercial establishments (including hotel/motels) for health and safety compliance. At the time, the State had indicated that should the Town consider a use a hotel/motel, that they would treat it the same. Currently the state requires a hotel/motel to be of 3 or more units. This leaves a gray area in the Town Code where no oversight of public health and safety exists.

### §475-343 Nuisances, Violations, and Penalties; termination.

As currently written, a violation to the STR code is guilty of a misdemeanor and subject to the Town of Pinedale general penalty defined in Chapter 1 Article IV. This states the following...

#### § 1-29 Penalty for violations.

A. No person, firm, partnership, corporation or business shall violate any of the provisions of the ordinances of the Town. Except in cases where a different punishment is prescribed by any ordinance of the Town, any person who violates any of the provisions of the ordinances of the Town shall be punished by a fine of not more than \$750, to which may be added costs.

B. Each such person is guilty of a separate offense for each and every day during any portion of which any violation of any provisions of the ordinances of the Town is committed, continued, permitted or omitted by any such person, and he shall be punished accordingly.

C. The imposition of any fine shall not bar institution of the appropriate legal action of proceedings by the Town to restrain, correct or abate the violations through injunctions, mandamus or otherwise, nor shall the institution of such legal actions or proceedings be deemed to bar the imposition of such fine. The Town shall be entitled to receive reasonable attorney's fees and costs in any proceedings authorized in this Code, as authorized by law.

This appears to not only be a very harsh penalty (misdemeanor) but is also makes consistent enforcement of the STR code challenging, as serving a misdemeanor can be challenging. The proposed language amendment would reclassify the violation in line with other zoning violations subject to §475 Article XXXV Violations.

#### **§ 475-311 Compliance required.**

*No person shall locate, erect, construct, reconstruct, enlarge, change, maintain or use any building or use any land in violation of this chapter.*

#### **§ 475-312 Correction orders.**

*The Zoning Administrator or his authorized representatives shall order in writing the remedying of any violation. Such order shall state the nature of the violation, the provision of this chapter violated, and the time by which the violation must be corrected. After any such order has been served, no work shall proceed on any structure or tract of land covered by such an order except to correct such violation or to comply with this order.*

#### **§ 475-313 Injunction, mandamus or abatement.**



*This chapter shall be enforceable, in addition to the other remedies provided by law, by injunction, mandamus or proceedings in abatement. Appeals from judgments rendered in any action instituted to enforce this chapter shall be permitted and shall be in accordance with the general appeal provisions of Wyoming Rules of Civil Procedure.*

**§ 475-314 Violations and penalties.**

*Persons or corporations convicted of violations of this chapter shall be fined not more than \$200 for each offense. Each day's continuation of such a violation is a separate offense.*

**§ 475-315 Nonliability of Town.**

*This chapter shall not be construed to hold the Town, its Zoning Administrator or its Chief Building Inspector responsible for any damage to persons or property by reason of the inspection or reinspection authorized in this chapter or failure to inspect or by reason of issuing a zoning permit as provided in this chapter.*

At this point, Town staff has been contacted by one (1) member of the public regarding these amendments. They wanted to review the documents and possibly provide comments. All information was forwarded along, but no comments have been received at the writing of this report.

The Town code places the following obligation on the Planning and Zoning Commission.

**§475-304 Findings and recommendations of Planning and Zoning Commission.**

*After its public hearing and after due deliberation, the Planning and Zoning Commission shall certify its findings and recommendations on any proposed amendments to this chapter or to the District Zoning Map to the Town Council in writing.*

Pleaser review and reach out with any questions you may have. I look forward to the meeting.

Respectfully,

A handwritten signature in blue ink that reads "Abram M. Pearce". The signature is written in a cursive style with a large loop at the end.

Abram M. Pearce, P.E.  
Director of Public Works

ARTICLE XLI  
**Short-Term Rental**  
[Added 4-12-2021 by Ord. No. 682 ]

**§ 475-340. Definitions.**

As used in this article, the following terms shall have the meanings indicated:

**HOSTED** — The owner of the property permanently resides in the principal residential unit or accessory dwelling unit with which the short-term rental permit (STRP) is associated on the same lot. The owner must be present on the property during the time which the property is being rented. Examples of owner-occupied include renting a portion of the owner's dwelling (room rental), rental of the main dwelling while the owner is living in an accessory dwelling unit and such accessory dwelling unit is permissible by the zone district, or rental of an accessory dwelling unit while the owner is living in the main dwelling when the accessory dwelling unit is permissible by the zone district. A lessee leasing a property under a written lease purchase agreement residing in the principal residential unit or accessory dwelling unit with which the short-term rental permit (STRP) is associated on the same lot shall be considered an owner for the purposes of this article. The lessee must provide a copy of the lease purchase agreement and the consent of the owner of the property as part of the application process. If a property is owned by a limited liability company, corporation, partnership or trust, a member of the limited liability company owning a 10% ownership interest, a shareholder of the corporation owning a 10% stock interest, a partner of the partnership owning a 10% partnership interest or a trustee of the trust shall be treated as the owner for purposes of a property being qualified as "hosted."

**NONHOSTED** — The owner of the property is absent from the principal residential unit or accessory dwelling unit with which the STRP is associated on the same lot for some or all of the time which the property is being rented.

**SHORT-TERM RENTAL (STR)** — A property that is used and/or advertised for rental of all or a portion of a dwelling for transient occupancy by guests for a continuous period of one to 29 days. Units rented to the same occupant for 30 or more continuous days, commercial properties with bed-and-breakfast establishments, hotels, and motels shall not be considered a STR property.

**§ 475-341. Permit applications.**

- A. All STR facilities, whether existing or proposed, shall receive a permit from the Town of Pinedale, pass a life safety inspection and present proof of insurance to cover STR use of the dwelling unit prior to commencing operation as an STR. The Planning and Zoning Department is authorized to create application form(s) and procedures as necessary to manage and enforce these provisions, both for the initial authorization and for ongoing compliance. The application form(s) shall be approved by the Town Council. A permit application fee and inspection fee as set by Town Council resolution shall accompany all permit applications. The life-safety inspection shall include, at a minimum, a functional smoke detector, a fire extinguisher (minimum five-pound dry-chem multiuse) and a carbon monoxide alarm. Each sleeping room shall be provided with a code compliant means of egress.
- B. Short-term rental permits (STRP) shall expire on March 31 of each year and must be renewed

annually prior to expiration. Permit holders may submit renewal applications between January 1 and February 28. Permits that have not been renewed by March 31 will expire on April 1. Extensions are not permitted for STR renewals. A renewal fee and inspection fee as set by Town Council resolution shall accompany all renewal applications. Applicants whose STR permit expired must complete the process for an initial STR permit to resume operation of their STR.

**§ 475-342. General requirements.**

- A. Short-term rentals are not permitted outdoors, in tents, campers, recreational vehicles or unattached accessory structures (e.g., sheds, garages, etc.). Short-term rentals in properly conforming accessory dwelling units (ADU) are permitted.
- B. Only ~~one~~two short-term rental permits will be issued per deeded property or lot. An excess of two (2) units shall be defined as a hotel/motel and shall meet zoning requirements as required for such use. Hosted STR's shall be limited to one short-term rental permit per deeded property or lot.
- C. Each STR may only be rented to one group at any one time (i.e., a single booking).
- D. Occupancy of a dwelling used for an STR is limited to a total of 10 guests. (NOTE: Facilities exceeding 10 guests are to be classified as hotels/motels and will be considered pursuant to that classification.)
- E. Parking for the STR must utilize parking on the property of the STR or parking in the right-of-way immediately adjacent to the STRP property.
- F. Short-term rentals are classified as lodging facilities by the state and must be registered with the Wyoming Department of Revenue and collect all applicable room, occupancy and sales taxes required by law.
- G. The following must be posted in a visible area in the rental structure:
  - (1) Inside of front door:
    - (a) Contact information for responsible party;
    - (b) STR permit;
    - (c) Address of property; and
    - (d) Emergency response contact information (i.e., 911).
  - (2) Bedroom: Floor plan of structure indicating fire escape routes.
- H. Any advertising or description of an STR on any website must display the permit number or an image of the permit.
- I. Signs, advertising, or any other display on the property indicating that the dwelling unit is being utilized, in whole or in part, as an STR is prohibited. The STR shall outwardly appear as a residential dwelling.
- J. Within the following zone districts, written notice shall be provided by the owner to neighbors adjacent to the STR property: A, R-S, R-1, R-2 and R-2A. Each notice shall include the STR address, name and contact information of the owner. Proof of

notification(i.e., copy of the mailing receipt) shall be provided to the Planning and Zoning Department during the application process.

- K. Short-term rental permits shall not be transferred or assigned to another individual, person, entity, or address. Further, a permit does not authorize any person, other than the person named therein, to operate an STR on the property.
- L. Within the following zone districts, both hosted and nonhosted (non-owner-occupied) short-term rentals shall be permissible: C-1 and C-2.
- M. Within the following zone districts, one permit is allowed per owner: A, R-S, R-1, R-2 and R-2A. Hosted (owner-occupied) short-term rentals shall be permissible in said zone districts.
- N. STRs are not allowed in multifamily dwellings in the A, R-S, R-1, R-2 and R-2A Zone Districts.
- O. Within the following zone districts, short-term rentals shall not be permissible: I-1, I-2, UT, R-4, and MH.

#### **§ 475-343. Nuisances, violations and penalties; termination.**

~~A. Any violation of this article is adjudged and declared to be a nuisance and shall summarily be abated by proper proceeding brought therefor.~~

~~B.A. Any person or entity violating~~ Violations of any of the provisions of this article shall be subject to the provisions of §475 Article XXXV Violations ~~is guilty of a misdemeanor and, upon conviction thereof, shall be subject to the general penalty as provided in Chapter 1, Article IV, General Penalty, of this Code~~ and subject to the STR permit being revoked.

~~C.B.~~ C.B. Advertising that offers a property as an STR shall constitute prima facie evidence of the operation of an STR and the burden of proof shall be on the owner, operator, or lessee of record to establish that the subject property is being used as a legal STR or is not in operation.

~~D.C.~~ D.C. Other evidence of the operation of an STR without a valid permit may include, but is not limited to, guest testimony, rental agreements, advertisements, and receipts or bank statements showing payments to the owner by a guest.

~~E.D.~~ E.D. Each day during which a person operates an STR without a required permit constitutes a separate violation thereof.

~~F.E.~~ F.E. Town staff shall maintain a log of nuisances and complaints lodged against a property operating as an STR. If three separate complaints are logged against a property in a two-year period, Town staff will review the STR permit for possible suspension or revocation. A suspension or revocation may be appealed to the Town Council by the holder of the STR permit.

#### **§ 475-344. Effective date.**

The implementation date of this article shall be October 1, 2021.

1 Lincoln 2 Natrona 1 NEW BOCES Niobrara 1 NW BOCES NW Powell College NWCC Gillette College Park 1 Park 16 Park 6 Park County Sheriffs Dept Platte 1 Platte 2 Platte/Converse CDC Region V BOCES Sheridan 1 Sheridan 2 Sheridan 3 Sheridan CDC Sheridan

College St. Stephens Sublette 1 Sublette 9 Sublette County Government Sweetwater 1 Sweetwater 2 Sweetwater CDC Teton County Government Teton 1 Trinity Lutheran Church Riverton Uinta 1 Uinta 4 Uinta 6 Uinta County Government University of WY Washakie 1 Washakie 2 Washakie Worland Youth Center Western WY College Rock Springs Weston 1 Weston 7 Wyoming Dept of Transportation Wyoming Girls School SD Custer SD Harrisburg SD Meade SD Spearfish until:

**1:30 p.m. ET, September 17, 2024**

**Solicitations:**

**IFB 025-A** Athletic Field Lighting, National Vendors

**IFB 025-B** Hardwood & Synthetic Flooring, Regional Vendors

**IFB 025-C** Copiers, Multi-Function Print Devices, Printers, & Managed Print Services, National Vendors

**IFB 025-D** Roofing & Related Services, National Vendors

**RFP 025-E** Security Solutions, Regional Vendors

**RFP 025-F** Cybersecurity & Training, Regional Vendors

**IFB 025-G** Portable & Modular Classrooms, Regional Vendors

**IFB 025-H** Playgrounds & Equipment, Regional Vendors

All responses shall be submitted online via Bonfire by the due date and time listed above. Vendors are requested to visit AEPAC's website at <https://aepacoop.org/registration-solicitations/> for instructions on how to register at no cost with Bonfire. AEPAC documents will be released on August 1, 2024.

Solicitations will be publicly opened after **1:30 p.m. ET, September 17, 2024**, at Lakes Country Service Cooperative, 1001 E Mt Faith, Fergus Falls, MN 56537. An opening record will be posted to AEPACOO.org and newboces.org.

Contact Nita Werner via email [nwerner@newboces.org](mailto:nwerner@newboces.org).

Notice #9850 published in the *Pinedale Roundup* on August 15, 2024

Classified. Call 307-387-2123 today to place your ad. TFN

**PUBLIC NOTICE**

**§475-303 HEARING BEFORE PLANNING AND ZONING COMMISSION; NOTICE.**

Pursuant to §475-303 of the Pinedale Municipal Code, notice is hereby given that the Town of Pinedale Planning and Zoning Commission will hold a public hearing on Tuesday; September 3, 2024 at 5:00pm in the Main Conference Room at Town Hall; 205 Entertainment Lane; Pinedale, WY 82941. The purpose of the public hearing is to discuss the following:

1. A zoning language amendment to §475-342.B General Requirements amending the number of allowed short-term rentals per parcel.

2. A zoning language amendment to §475-343.A Nuisances, Violations and Penalties; Termination amending the language relating to penalties for violations of §475 Article XLI Short-Term Rental.

Please go to [www.townofpinedale.us](http://www.townofpinedale.us) or contact Abram Pearce ([abrampearce@townofpinedale.us](mailto:abrampearce@townofpinedale.us)) for more information.

Notice #9851 published in the *Pinedale Roundup* on August 15, 2024

**PUBLIC NOTICE**

**PUBLIC NOTICE:**

On Tuesday, September 3, 2024, the Board of County Commissioners will make the following board appointment:

1 - remainder term, Fair Board (exp 12/31/2025)

Anyone interested in volunteering should request an application form and return it to Jeness Saxton, County Administrator, PO Box 250, Pinedale, WY, 82941, or [jeness.saxton@sublettecountywy.gov](mailto:jeness.saxton@sublettecountywy.gov) by 5 PM on August 26, 2024.

Notice #9852 published in the *Pinedale Roundup* on August 15, 22, 2024

**PUBLIC NOTICE**

**LEGAL NOTICE**

A regularly scheduled public meeting of the

Sublette County Planning and Zoning Board will be held on Thursday, September 19, 2024, at 6:00 p.m. to consider the following agenda items. These items will then be heard before the Sublette County Board of County Commissioners on Tuesday, October 1, 2024. These meetings will be held in the Commissioner's Meeting Room, at the Sublette County Courthouse, located at 21 South Tyler Avenue, Pinedale, Wyoming. Meeting Agenda and Teams Link are posted on the Sublette County Web Page Calendar: [www.sublettecountywy.gov](http://www.sublettecountywy.gov)

1. An application by Charles Ross & Gary Stenoien, requesting a Partial Subdivision Vacation and Replat pursuant to Chapter XII, Subchapter IV, Section 4, of the Sublette County Zoning & Development Regulations. This request would reconfigure the boundary line between Lots 5 & 11 of the Packer Creek Ranch, Large Tract Development. (PIDN: 37112710100500 & 37112720101100)

2. An application by Don Dabel, requesting a Partial Subdivision Vacation and Replat pursuant to Chapter XII, Subchapter IV, Section 4, of the Sublette County Zoning & Development Regulations. This request would reconfigure the boundary line between Lots 68 & 69 of the Green River Ranch Unit B. (PIDN: 35110230101500 & 35110230101400)

3. An application from Christian & Austin Smith proposing a Minor Subdivision pursuant to Chapter XII, of the Sublette County Zoning and Development Regulations. This proposal would create a two lot residential Minor Subdivision, located at 13943 US Hwy 189 & 191, Bondurant, WY 82922-0325 (PIDN: 37132320001300)

4. An application by Union Telephone Company & CL Bar Properties, Inc., requesting a Conditional Use Permit pursuant to Chapter II Section 3. b.6.g and Variance to the allowed height of Chapter III, Section 9.b of the Sublette County Zoning & Development Regulations, to construct a Fixed Telecommunication Tower located on Cora Butte, within the SENE/4, Section 18, T34N, R110W of the 6th PM, Sublette County WY.

Notice #9853 published in the *Pinedale Roundup* on August 15, 2024

# TOWN OF PINEDALE

## \$475-303 Hearing before Planning and Zoning Commission; notice.

Pursuant to §475-303 of the Pinedale Municipal Code, notice is hereby given that the Town of Pinedale Planning and Zoning Commission will hold a public hearing on Tuesday; September 3, 2024 at 5 p.m. in the main conference room of the Pinedale Town Hall, 205 Entertainment Lane; Pinedale, WY 82941. The purpose of the public hearing is to discuss the following:

1. A zoning language amendment to §475-342.B General Requirements amending the number of allowed short-term rentals per parcel.
2. A zoning language amendment to §475-343.A Nuisances, Violations and Penalties; Termination amending the language relating to penalties for violations of §475 Article XLI Short-Term Rental.

Please go to [www.townofpinedale.us](http://www.townofpinedale.us) or contact Abram Pearce ([abrampearce@townofpinedale.us](mailto:abrampearce@townofpinedale.us)) for more information.

205 Entertainment Lane  
PO Box 709, Pinedale, WY 82941 • [www.townofpinedale.us](http://www.townofpinedale.us)  
307-367-4136 • 307-367-2578 Fax



# HAPPY LABOR DAY

In observance of the Labor Day Holiday, our office will be closed on Monday, September 2. The Pinedale Roundup will have early deadlines for the September 5th edition of the paper.

**Legal Advertising**  
**Friday, August 30, Noon**  
**Display & Classified Advertising**  
**Friday, August 30, Noon**

**Please have a safe and Labor Day!**

## Pinedale Roundup

307.367.2123 • 41 S. Lake Ave., Suite 2 Pinedale WY 82941 • [www.pinedaleroundup.com](http://www.pinedaleroundup.com)

## TOWN OF PINEDALE & TOP FLIGHT AVIATION PRESENT THE RALPH WENZ FIELD

# FLY-IN

many inspiring aspects of America, including the freedom our forefathers  
it as an artist, I'm inspired by the natural beauty of our country.  
me the most isn't the cities, isn't the grand entrances to the towering  
extravagant designs (though I truly do love all the artwork), but the beauty  
ins. In the water. In the sky. The way the sky looks like paint smeared  
how the water looks like diamonds swirling and twisting beautiful  
crystal surface.  
u're looking down over a mountain range of colors; orange stone,  
line and greener oak leaves. More than three lakes are in your sights,  
an and blue with thousands of life forms thriving in their depths. You see  
nd the mountain tops, pink and white against the blue sky.  
k some places are all sage, all pine trees and snow, but I don't think you  
something is plain until you've explored every inch. Beauty can be hidden  
pect. You can't expect perfection, but beauty is something I'm sure you'll  
pecies roam freely, guarded by laws and sanctuaries, where people put  
the wildlife.  
re is what inspires me. I could stay in nature for hours, looking at the  
he trees and the sky. The colors of fall—the leaves of the oak and birch  
and red and even purple—makes me happy to live in America. I don't  
ant to leave if they saw the beauty in the mountains.  
ty to shock anyone with its beauty is what inspires me. I feel like what  
at is what is found in its natural design: the mountains; the animals; all  
ould never expect. Even in the cold these creatures thrive.  
s me to create art. So that's what I'll do.

nty student Maegan Daniels won third  
statewide Wyoming VFW Patriot's Pen  
st for her piece about America's natural  
source of awe and inspiration.

April. "And I think that generally, in general,  
when people call for an ambulance, one shows  
up."

### Another solution: Community EMS

Johansson and the governor's office has  
asked the Centers for Medicare and Medicaid  
Services — generally referred to as CMS  
— to rethink how the federal government  
reimburses EMS calls in rural areas, he said.  
While rates are hard to change on the federal  
level, he suggested Medicare could reimburse  
for "community" EMS.

"Meaning that there's more of a community-  
based approach that doesn't require a trip to the  
hospital to kind of satisfy payment conditions,"  
he said.

That is, he wants EMS agencies to be  
reimbursed for helping someone in their home  
instead of only getting money for a transport,  
something he's mentioned Wyoming Medicaid  
has started to do.

It's an idea that Sypherd with the EMS  
association has said so far hasn't generated  
enough money on the ground, especially as  
major payers like Medicare won't reimburse  
for it.

"Right now, you are not going to get enough  
money to support yourself out of community  
EMS," he said.

When Johansson has asked CMS to  
start implementing this kind of community  
paramedicine reimbursement, he says agency  
officials will often just say they understand  
Wyoming's challenges and "we'll communicate



## D-1

**Item:** Zoning Amendment – Code Amendment - §475-342.B General Requirements

**Action:** Approve/Disapprove/Amend

Motion to recommend/not recommend changes to §475-342.B General Requirements.

**Presenter:** Abram Pearce

**Information:** Attached

**Recommendation:**

Town Staff has asked Town Council to consider modifying the code regarding the number of allowed STR's on a single parcel to sync with Wyoming State Fire Marshall Office. Also, Town Staff believe the Penalty of short-term rentals is not aligned with other zoning infractions and have requested a modification be considered to modify the code and align STR violations with other zoning infractions. Reviewed with Town Council at the regular Town Council Meeting on May 28, 2024. Town Council recommended the attached modifications to be reviewed by PAZ Commission per requirements of §475 Article XXXIV

**ORDINANCE NO. 717**

**AN ORDINANCE OF THE TOWN OF PINEDALE, STATE OF WYOMING, AMENDING SUB-SECTION B OF SECTION 475-342 OF ARTICLE XLI OF CHAPTER 475 OF THE PINEDALE MUNICIPAL CODE TO MODIFY GENERAL REQUIREMENTS REGARDING THE NUMBER OF SHORT-TERM RENTAL UNITS ALLOWED PER DEEDED LOT.**

NOW THEREFORE, BE IT HEREBY ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF PINEDALE, STATE OF WYOMING THAT SUB-SECTION B OF SECTION 475-342 OF ARTICLE XLI OF CHAPTER 475 OF THE PINEDALE MUNICIPAL CODE IS HEREBY AMENDED TO READ AS FOLLOWS:

**§ 475-342 General Requirements**

- B. Only two short-term rental permits will be issued per deeded property or lot. An excess of two (2) units shall be defined as a hotel/motel and shall meet zoning requirements as required for such use. Hosted STR's shall be limited to one short-term rental permit per deeded property or lot.

This Ordinance shall be in full force and effect from and after passage on three readings and publication according to law.

PASSED ON FIRST READING ON \_\_\_\_\_, 2024.

PASSED ON SECOND READING ON \_\_\_\_\_, 2024.

PASSED, APPROVED AND ADOPTED ON THIRD READING ON \_\_\_\_\_, 2024.

TOWN OF PINEDALE,  
STATE OF WYOMING:

BY: \_\_\_\_\_  
MATT W. MURDOCK, MAYOR

ATTEST:

\_\_\_\_\_  
TOWN CLERK



ATTESTATION BY TOWN CLERK

STATE OF WYOMING                    )  
COUNTY OF SUBLETTE                ) ss.  
TOWN OF PINEDALE                    )

I hereby certify that the foregoing Ordinance No. \_\_\_\_\_ was duly published in the \_\_\_\_\_, a newspaper of general circulation published in the Town of Pinedale, Wyoming, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

I further certify that the foregoing Ordinance was duly recorded on Page \_\_\_\_\_ of Book \_\_\_\_\_ of Ordinances of the Town of Pinedale, Wyoming.

\_\_\_\_\_  
Town Clerk



## D-2

**Item:** Zoning Amendment – Code Amendment - §475-343 Nuisances, Violations, and Penalties; termination.

**Action:** Approve/Disapprove/Amend

Motion to recommend/not recommend changes to §475-343 Nuisances, Violations, and Penalties; termination.

**Presenter:** Abram Pearce

**Information:**

**Recommendation:**

Town Staff has asked Town Council to consider modifying the code regarding the number of allowed STR's on a single parcel to sync with Wyoming State Fire Marshall Office. Also, Town Staff believe the Penalty of short-term rentals is not aligned with other zoning infractions and have requested a modification be considered to modify the code and align STR violations with other zoning infractions. Reviewed with Town Council at the regular Town Council Meeting on May 28, 2024. Town Council recommended the attached modifications to be reviewed by PAZ Commission per requirements of §475 Article XXXIV

**ORDINANCE NO. 718**

**AN ORDINANCE OF THE TOWN OF PINEDALE, STATE OF WYOMING, AMENDING SECTION 343 OF ARTICLE XLI OF CHAPTER 475 OF THE PINEDALE MUNICIPAL CODE TO MODIFY NUISANCES, VIOLATIONS AND PENALTIES; TERMINATION IN ITS ENTIRETY.**

NOW THEREFORE, BE IT HEREBY ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF PINEDALE, STATE OF WYOMING THAT SECTION 343 OF ARTICLE XLI OF CHAPTER 475 OF THE PINEDALE MUNICIPAL CODE IS HEREBY TO READ AS FOLLOWS:

**§ 475-343. Nuisances, violations, and penalties; termination.**

- A. Violations of any of the provisions of this article shall be subject to the provisions of §475 Article XXXV Violations and subject to the STR permit being revoked.
- B. Advertising that offers a property as an STR shall constitute prima facie evidence of the operation of an STR and the burden of proof shall be on the owner, operator, or lessee of record to establish that the subject property is being used as a legal STR or is not in operation.
- C. Other evidence of the operation of an STR without a valid permit may include, but is not limited to, guest testimony, rental agreements, advertisements, and receipts or bank statements showing payments to the owner by a guest.
- D. Each day during which a person operates an STR without a required permit constitutes a separate violation thereof.
- E. Town staff shall maintain a log of nuisances and complaints lodged against a property operating as an STR. If three separate complaints are logged against a property in a two-year period, Town staff will review the STR permit for possible suspension or revocation. A suspension or revocation may be appealed to the Town Council by the holder of the STR permit.

This Ordinance shall be in full force and effect from and after passage on three readings and publication according to law.

PASSED ON FIRST READING ON \_\_\_\_\_, 2024.

PASSED ON SECOND READING ON \_\_\_\_\_, 2024.

PASSED, APPROVED AND ADOPTED ON THIRD READING ON \_\_\_\_\_, 2024.

TOWN OF PINEDALE,  
STATE OF WYOMING:

ATTEST:

BY: \_\_\_\_\_  
MATT W. MURDOCK, MAYOR

\_\_\_\_\_  
TOWN CLERK

ATTESTATION BY TOWN CLERK

STATE OF WYOMING                    )  
COUNTY OF SUBLETTE                ) ss.  
TOWN OF PINEDALE                    )

I hereby certify that the foregoing Ordinance No. \_\_\_\_\_ was duly published in the \_\_\_\_\_, a newspaper of general circulation published in the Town of Pinedale, Wyoming, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

I further certify that the foregoing Ordinance was duly recorded on Page \_\_\_\_\_ of Book \_\_\_\_\_ of Ordinances of the Town of Pinedale, Wyoming.

\_\_\_\_\_  
Town Clerk







## Planning and Zoning Report August, 2024

- Chad Mitchell's last day as Planning and Zoning Administrator was July 12, 2024.
  - Chad was able to issue all active permit applications prior to leaving, and complete filing associated with each permit.
  - Town is currently advertising the position
- Abram Pearce will be taking over Planning and Zoning Responsibilities in the interim with the assistance of Spencer Hartman, Kevin Mitchell, and Kelsey Thomas.
- Sketch Plan Review Meeting held for Par Avenue Second Addition
  - Completed Sketch Plan Review – shared with Commission for reference purposes.
  - Tentative Public Hearing – November Planning and Zoning Meeting
- Upcoming Items
  - Continued Construction Coordination with SCHED
    - Finalize Lease for Lay Down Yard
    - Finalize Sewer line Easement
    - Complete all final Acceptance Testing for Water/Sewer/Streets in ROW
    - Finalize Addressing and Emergency Service needs – This is proving more complicated than expected as SCHED has certain codes and restrictions that come from other places. Town will continue to work to solve this problem as quickly as possible.
  - Pronghorn Crossing
    - Water is Complete
    - Sewer should be complete first week of September
    - Streets to begin in September (aiming for completion fall 2024)
  - Pre-Application Meeting Scheduled
    - Ridley's
- PAZ Position and Updates
  - Staff to have priorities discussed at last meeting by the October Meeting.





