

Custer County
Commissioner Special Meeting Proceedings
August 16, 2021

The meeting was called to order at 11:02 AM by Commissioner Chairman Wayne Butts, with Commissioners Steve Smith, Commissioner Randy Corgatelli, Clerk Lura Baker, Prosecutor Justin Oleson, Assessor Jacquiel Bruno, Planning & Zoning Administrator Jessica Clemenhagen, Deputy Clerk Kristen Walker, Prosecutor's Office Admin., Chris Mattson and Deputy Clerk Tina Hawkins in attendance.

The Board of Commissioners wanted to clarify the process of changing property boundaries within the county, and Wayne asked each office to walk through the portion of the process they do. He used his property as an example that required the abandonment of an unused road, a public hearing and a boundary adjustment. Each Department responded with the job requirements of their offices.

Chairman Butts then inquired about the lot line adjustment process and where it needs to begin. Planning & Zoning is the first department that is contacted, as the ordinances and requirements need to be understood and followed. The Ordinance concerning subdivisions requires that there can be no change in the number of lots within the subdivision. If that change is needed, the subdivision needs to amend their subdivision plat before proceeding. Clerk Lura Baker inquired if "plat amendments" require the same signatures as the original plat? Prosecutor Oleson responded that there is no current protocol for the process, and ordinance wording needs to be corrected. Currently lot lines are not allowed to be eliminated. Prosecutor Oleson suggested using the variance process if owners want to combine lots, but the lot lines will still show on the map server. Commissioner Smith walked through another example from the Mackay area. Jessica verified the date that Mother Parcels were established is Nov. 2003. A landowner begins by applying for a lot split at the P&Z office, where Jessica can check the zoning and parcel size requirements. Once completed the lot split is then taken to the Records office, and if it has an original notarized signature, legal description, new owners mailing address, and the required surveys it is officially recorded. Chairman Butts suggested that Custer County send an informational letter to the Title Companies and Surveyors. Jessica responded that she would be doing that, as well as adding the information on the Custer Co. website.

Commissioner Smith then asked about the fee's and fines involved in the process. Prosecutor Oleson is assisting P&Z Admin with an ordinance violation form letter that will be sent out to those involved. It will bring everyone up to date on the ordinance rules. Commissioner Corgatelli agreed with the violation letter needing to be sent, and the ordinance wording correction being completed. Clerk Baker and P&Z Admin Clemenhagen requested a time window to get the correction done. Prosecutor Oleson urged the board to allow the P&Z Office to have some discretion for decisions. Commissioner Corgatelli suggested getting P&Z coverage into the Mackay area. County boundary signage was suggested with wording of "Planning & Zoning Ordinances are in effect". Chairman Butts asked those present to devise a process of correction for long-term violations, such as combining lots within a subdivision, and set-back issues that will require a variance or boundary adjustment. Examples of combining lots for "tax purposes" were then discussed. The Assessor's office can send one tax notice with two lot numbers, instead of two notices if requested. The need for a "natural resource" zoning category for patented mining claims and federal lands was brought forward and will be researched. Chairman Butts thanked each office for working together and asked they continue looking out for everyone.

Communications: Chairman Butts has learned that the Grouse Peak backup generator did not work as it should over the weekend. He has reviewed the bills received from the companies that had formerly agreed to do the service work, and the County has not been billed for any such work. Glen Robinson made a special trip up to the repeater site and reported the batteries were dead and none of the charging systems were working as they should. Also, the USFS building is badly infested with carpenter ants and is slowly crumbling away. Next maintenance trip to the site the ants will be treated, and Glen will be conferred with on what maintenance schedule will be successful before a decision is made on setting service intervals.

With no further business before the board, the meeting was adjourned at 1:30 P.M.

Wayne F. Butts, Chairman
Custer County Commissioner

Attest:

Lura H. Baker, Clerk