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**DEPARTMENT OF PUBLIC WORKS  
MARCH 21, 2019  
PRE-MEETING WORKSHOP  
CAMPBELL COUNTY PLANNING COMMISSION**

The March 21, 2019 pre-meeting workshop of the Campbell County Planning Commission began at 6:00 P.M. in the Public Works Conference Room. Members present were: Bob Jordan, Marc Matlick and Todd Hildebrand. Staff present was Megan Nelms, Planner and Zoning Administrator, Kevin King, Public Works Director, Clark Melinkovich, Staff Engineer and Melissia Kershner, County Recorder.

No official action was taken.

The meeting adjourned at 7:00 P.M.

Megan Nelms, AICP  
Planner and Zoning Administrator

MEMBERS PRESENT

Todd Hildebrand, Chairman  
Bob Jordan, Member  
Marc Matlick, Member

MEMBERS ABSENT

Bruce Brown, Vice-Chair  
Miles Williams, Member

STAFF MEMBERS PRESENT

Megan Nelms, Planner and Zoning Administrator  
Kevin King, Public Works Director  
Melissia Kershner, County Recorder  
Clark Melinkovich, Staff Engineer

The meeting was brought to order by Chairman Hildebrand at 7:00 p.m.

**Approval of Minutes**

Chairman Hildebrand called for a motion for the approval of the minutes from the January 17, 2019 County Planning Commission Meeting. Marc Matlick motioned, Bob Jordan seconded. All voted Aye. Motion carried.

**Case No. 19.01 CRSD- Collins Simple Subdivision  
John & Karen Collins/Sheila Slocum, PCA Engineering**

Marc Matlick made a motion to hear the case and recommend approval, pending completion of all planning considerations. Bob Jordan seconded the motion. Megan Nelms presented the case, and recommended approval of the simple subdivision upon completion of all planning considerations.

Chairman Hildebrand asked if there were any questions from the audience. There were none. He then asked if there were any questions from the Board. There were none.

Chairman Hildebrand asked that the Commission be polled on the motion to approve case number 19.01 CRSD, Collins Simple Subdivision, pending completion of all planning considerations. Voting was as follows:

Todd Hildebrand	Yes
Bob Jordan	Yes
Marc Matlick	Yes
Motion Carried	3/0.

**Case No. 19.02 CRSD- Ruiz Simple Subdivision  
Maria Ruiz/Doyle Surveying**

Marc Matlick made a motion to hear the case and recommend approval. Bob Jordan seconded the motion. Megan Nelms presented the case, and recommended approval of the simple subdivision upon completion of all planning considerations.

Chairman Hildebrand asked if there anyone in the audience who would like to speak. Maria Ruiz, applicant, approached the Board and let them know she has applied for the road access from WYDOT and it is in process. She also said Doyle Surveying is working on the remaining planning considerations. Chairman Hildebrand then asked if there were any questions from the Board. There were none.

Chairman Hildebrand asked that the Commission be polled on the motion to approve case number 19.02 CRSD, Ruiz Simple Subdivision, upon completion of all planning considerations. Voting was as follows:

Todd Hildebrand	Yes
Bob Jordan	Yes
Marc Matlick	Yes
Motion Carried	3/0.

**Adjournment**

There being no further business to come before the Board, Chairman Hildebrand adjourned the meeting at 7:11 p.m.

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Todd Hildebrand, Planning Commission Chairman  
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NOTE: Campbell County Planning Commission meeting minutes contain a summary of discussions and are not intended to be verbatim.