



Providing leadership in conserving the natural resources in Weston County by providing information, education, and technical assistance to meet the needs of our users.

1225 Washington Blvd, Suite 3, Newcastle, WY 82701
307.746.3264 westoncountynrd.com

Subdivision Review Policy

The Weston County Natural Resource District (WCNRD) is responsible for addressing natural resource issues (W.S. 11-16) and is mandated to provide subdivision reviews and recommendations (W.S. 18-5-306 (b). Statute 11-16-102 (x) defines natural resources as "land, soil, water, vegetation, trees, wild rivers, wilderness, natural beauty, scenery, and open space." Our role is to help developers and other County authorities use good conservation practices in subdivision planning through recommendations on resource issues.

Preliminary Plat Review

During the development of the preliminary plat, developers are welcome to meet with the WCNRD/NRCS staff to develop a conservation plan to address natural resource needs. WCNRD staff will review the preliminary plat and draft a set of review comments and/or recommendations to be discussed by the Board at a regularly scheduled meeting. If available, a shapefile of the plat is helpful. The WCNRD will send a copy of the report to the Weston County Clerk, the Weston County Planning Zoning Commission, and the developer/requesting party.

Please allow at least 30 days from time of submission of the plat for completion. Please do NOT expect to submit a plat and have the recommendations the following week. By statute WCNRD is allowed 60 days to review the plat. WCNRD will attempt to complete the review within 30 days to ease the process for the developers. Reviewing the information, preparing the recommendations, and presenting the information to the Board of Supervisors does take time.

The following are a list of requirements for the subdivision review process:

Single land (SL) subdivision: *Divides land into 2 parcels*

No soil report required per Weston County Subdivision and Lot Division Rules but can be provided upon request.

Minor Subdivision: *Divides land into 3 to 5 parcels*

Subdivision Review Application and survey map (Property owner/agent)
Site inspection (WCNRD)
Soils review and recommendations (WCNRD)
Map showing location of any wetlands, streams, lakes, or flood plains (WCNRD)

Major Subdivision: *Divides land into more than 5 parcels*

Subdivision Review Application and survey map (Property owner/agent)
Site inspection (WCNRD)
Soils review and recommendations (WCNRD)
Map showing location of any wetlands, streams, lakes, or flood plains (WCNRD)

Planned Unit Development (PUD): *Major subdivision with specific requirements*

Requirements are the same as for a major subdivision.

Recommendations are to be considered **on a voluntary basis**; WCNRD does not have regulatory authority.

Board of Supervisors

David Tysdal Tucker Hamilton Emily Hartinger Gene Norman Tom Streefer

The following list includes items that may be addressed in WCNRD's subdivision review comments and recommendations; This list is not necessarily all inclusive, and not every item will exist at every site. Other items may be included as the situation dictates.

Necessary permits

- National Pollutant Discharge Elimination System (NPDES) permit
- Storm Water Pollution Prevention Plan (SWPPP)

Soil considerations

- Type, Strength, Shrink-swell capacity, Permeability, Wetness
- Suitability for sanitary facilities/septic systems
- Suitability for dwellings/buildings, excavations, and road placements
- Considerations for construction materials
- Erosion concerns including slopes and possibility of subsidence, road and pathway grades, protection during and after construction, off-road vehicle use, and landscaping practices

Water considerations

- Groundwater concerns/ location of water table
- Conservation measures and landscaping practices
- Proximity of development to waterways and/or floodplains
- Water quality/quantity considerations for adjacent waterways and riparian areas
- Water management considerations
- Flooding concerns including drainage systems, placement of reservoirs, channel designs

Vegetation considerations

- If livestock are permitted, concerns with overgrazing potential
- May encourage grazing plans with USDA/NRCS
- Noxious weed concerns
- May encourage development of weed control plan with county weed and pest
- Placement of windbreaks/living snowfences
- Use of native species for drought tolerance and wildlife benefits
- Use of ground covers
- Streamside buffers

Wildlife considerations

- Habitat considerations (i.e. Groundcover for nesting waterfowl)
- Big game concerns (winter range, calving, migration)
- May encourage consultation with game and fish
- Concerns with riparian areas

Other considerations

- Existence of prime/unique farmlands
- Existence of highly erodible land designations/characteristics
- Use of "common areas" to minimize impacts to sensitive areas such as riparian zones
- Lot size
- Open space
- Sensitive species
- Historical resources



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Request for Subdivision Review

Owner

Name: _____

Mailing address: _____

Phone: _____ Email: _____

Name of subdivision: _____

Representative/Surveyor/Engineer

Company: _____

Representative: _____

Mailing address: _____

Phone: _____ Email: _____

Project location: $\frac{1}{4}$ $\frac{1}{4}$ Section/Township/Range:

SL subdivision	_____	Total acreage	_____	Number of lots	_____
Minor Subdivision	_____	Total acreage	_____	Number of lots	_____
Major Subdivision	_____	Total acreage	_____	Number of lots	_____
PUD	_____	Total acreage	_____	Number of lots	_____

Application attachments

Survey map _____

Send shape file (if available) _____

Signing this review application authorizes Weston County Natural Resource District personnel the right of ingress and egress from said lands for any and all inspection purposes necessary for the review process.

Owners signature

Date