

# Town of Meeteetse Master Plan

2014



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The Wyoming Business Council

## TOWN OF MEETEETSE PLANNING COMMISSION

### TITLE: ADOPTION OF THE TOWN OF 2014 MEETEETSE MASTER PLAN AND CERTIFYING THE PLAN TO THE MEETEETSE TOWN COUNCIL

WHEREAS, in 2013, the Meeteetse Master Plan Committee began efforts to prepare a new master plan for the Town of Meeteetse; and

WHEREAS, in \_\_\_\_ 2014, the Master Plan Committee prepared a draft master plan, entitled the 2014 Town of Meeteetse Master Plan consisting of \_ pages of text, maps and supplemental appendices; and

WHEREAS, in preparing the Master Plan, the Master Plan Committee made careful and comprehensive surveys and studies of the existing conditions and probable future growth of the town and its environs; and

WHEREAS, the Master Plan was made for the general purpose of guiding and accomplishing a coordinated, adjusted and harmonious development of the Town which will best promote the general welfare as well as efficiency and economy in the process of development; and

WHEREAS, the Master Plan Committee forwarded the 2014 Meeteetse Master Plan to the Planning Commission with the recommendation that the Commission adopt the Master Plan; and

WHEREAS, the Planning Commission held public hearings on \_\_\_\_\_, 2014 and \_\_\_\_\_, 2014 for the purpose of taking public comments on the master plan; and

WHEREAS, the Planning Commission has thoroughly reviewed the Master Plan and concurs with the Master Plan Committee recommendation.

NOW, THEREFORE, BE IT RESOLVED, that the Meeteetse Planning Commission does hereby adopt the 2014 Town of Meeteetse Master Plan and certifies it to the Meeteetse Town Council.

DATED: \_\_\_\_\_, 2014.

THE TOWN OF MEETEETSE PLANNING COMMISSION:

\_\_\_\_\_  
Byron Bennett

\_\_\_\_\_  
Wayne Potas

\_\_\_\_\_  
Winfred Orrell

\_\_\_\_\_  
George Weiser

\_\_\_\_\_  
Joe Wagers

## TOWN OF MEETEETSE TOWN COUNCIL

### TITLE: ADOPTION OF 2014 MEETEETSE MASTER PLAN

WHEREAS, in 2013 the Town Council initiated the process of preparing a new town master plan to replace the Town's 1971 Plan; and

WHEREAS, in 2013 the Council appointed a Master Plan Committee and hired a planning consultant to prepare a new master plan; and

WHEREAS, in preparing the Plan, the Committee and consultants made careful and comprehensive surveys and studies of the existing conditions and probable future trends in Meeteetse; and

WHEREAS, by resolution dated \_\_\_\_\_, 2014, the Meeteetse Planning Commission certified the 2014 Meeteetse Master Plan and recommended that the Town Council adopt the Plan; and

WHEREAS, the Council conducted a duly noticed public hearing on the Plan on \_\_\_\_\_, 2014; and

WHEREAS, the Council finds that Plan will provide useful and balanced guidance concerning future land use; and

WHEREAS, the Council finds that adoption of the Plan will serve the best interests of the Town and its citizens.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council does hereby adopt the 2014 Meeteetse Master Plan.

ADOPTED by the Town Council this \_\_ day of \_\_\_\_\_, 2014.

TOWN OF MEETEETSE TOWN COUNCIL

\_\_\_\_\_  
John "Andy" Abbott, Mayor

\_\_\_\_\_  
Sharon Fech, Councilmember

\_\_\_\_\_  
Sheridan Trask, Councilmember

\_\_\_\_\_  
Bill Yetter, Councilmember

\_\_\_\_\_  
James D. Yockey, Councilmember

## EXECUTIVE SUMMARY

This Master Plan is a long-range plan to guide the growth and development of the Town of Meeteetse and nearby areas. The Town has taken the initiative to create this Plan because the people of Meeteetse want to chart a new course, one in which the community begins to grow again. This Master Plan contributes to this by recommending how the Town can enable, encourage and prepare for and future growth and development.

With those purposes in mind, the Plan is organized in five chapters:

- ▶ The first chapter provides the context of the Master Plan, including its main purposes and the process used to develop the Plan. The chapter also references the applicable state statutes governing the town. The chapter concludes with an explanation of the Plan's time horizon specifying how long the Plan is expected to be valid.
- ▶ The second chapter is a profile of Meeteetse. The chapter covers a number of background topics. These are the economy, population trends, housing, public services, parks and open space, infrastructure, transportation, natural resources, land use and development patterns, and local land use plans.
- ▶ The third chapter reviews the issues that need to be addressed in the Town Master Plan. These generally include: promoting economic development; revitalizing the downtown; increasing housing availability; improving the town's infrastructure; and preparing for future growth. The town's Vision and Priority Strategies from the town's 2011 Strategic Planning effort are featured as well. Finally, the chapter sets out goals for addressing these issues.
- ▶ The fourth chapter is the Future Land Use Plan and features a future land use map. The Future Land Use Plan specifies the land use pattern that the town should strive to fulfill. This pattern will preserve the integrity of the town's established areas and encourage future development and redevelopment.
- ▶ The fifth chapter presents strategies for achieving the town's vision and fulfilling the Future Land Use Plan. The strategies are specific actions and policies that the Master Plan Committee and planning consultant recommend to the town government. The strategies are intended as specific steps the Town should take to improve the community and promote a better future.

The Master Plan Appendix contains information including: proposed revisions to the town's zoning ordinance and subdivision ordinance; detailed results of the 2014 Relocation Survey; and an Engineering Evaluation of possible town expansion areas.

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## CHAPTER 1: INTRODUCTION TO THE MEETEETSE MASTER PLAN

This chapter provides the context for the Meeteetse Master Plan and explains:

- ▶ The process used to develop the Plan;
- ▶ The purposes of the Master Plan;
- ▶ The Plan's time horizon or how long the Plan is expected to be valid; and
- ▶ The applicable state statutes governing town planning.

### PLANNING PROCESS

The Town of Meeteetse (Mayor and Town Council) decided to update the Master Plan as a way to facilitate possible future growth of the town. The Town applied for and received a Wyoming Business Council grant to fund the Plan. The Town then hired planning consultants MMI Planning in Cody to prepare a new Master Plan. The Town Council appointed a Master Plan Committee made up of interested persons and members of other area boards to work with the consultants in addressing present and future needs and goals of town and its surrounding support area. The committee had varied membership with some in town residents and some outlying area residents—all worked together to make a plan that best addresses the future of our town and its citizens.

In preparing the plan, the Committee took several steps to involve the general public:

- ▶ In March 2014, the Committee conducted a "Relocation Survey" to understand more about the characteristics of people who might consider moving to Meeteetse.
- ▶ Also in In March 2014, about midway through the process, the Committee hosted a public open house meeting where preliminary components of the Master Plan were presented for public review and comment.
- ▶ In \_\_\_\_\_ 2014, the Committee held a second open house meeting where the draft Master Plan was presented for public review and comment.
- ▶ The Master Plan Committee finalized the Plan in \_\_\_\_\_ 2014 and recommended its approval to the Town Planning Commission. In accordance with state law, the Town Planning Commission conducted a public hearing on the master plan before approving it and certifying it to the Town Council.

### PURPOSES OF THE MASTER PLAN

A master plan is a long-range plan intended to guide the growth and development of a community. Master plans focus primarily on the physical development and only indirectly on socio-economic



development. Physical development refers to constructed works and improvements such buildings, neighborhoods, parks, streets, bridges, utility systems, and public facilities.<sup>1</sup>

There are seven purposes for the Meeteetse Master Plan. The Master Plan is:

1. A general blue-print for community development: The Plan gives direction to public agencies and private interests about how the town should develop. The Plan provides guidance on the location and character of future development. The Plan contains goals and strategies as well as specific recommendations regarding the features of future development. All community development proposals can be evaluated with the Master Plan.
2. A guide for Town decision making on development issues: On a regular basis, the town officials and boards make decisions that affect the growth and development of the town. These include decisions on zoning, infrastructure, subdivisions, and other development-related matters. The Master Plan is a general guide to help make such decisions in the best interest of the town.
3. A foundation for land use regulations: The municipal zoning ordinance, subdivision ordinance, and other land use regulations need to be focused on specific purposes. The Master Plan sets out those purposes and shows what the land use regulations are supposed to achieve. The result is improved land use regulations that more closely match the needs of the community.
4. A tool for infrastructure planning: Infrastructure improvements, including new streets and extensions of water and sewer lines, are based on expected need for such improvements. The Master Plan defines the location, intensity, and types of future development. With this information, infrastructure can be provided or improved in a more timely and cost-efficient manner.
5. A policy for annexation: By addressing the probable expansion of the municipality, the Master Plan specifies how and where the town should expand. Unplanned annexation can be avoided and a more orderly and efficient development can be established by adhering to the Master Plan's recommendations on annexation.
6. A means for involving citizens in the future of their community: The planning process includes opportunities for the people of the community to be involved in determining the future of the town. The Master Plan serves as a record of community preferences as expressed through the planning process.
7. A plan for town improvements: The Master Plan recommends specific town improvements concerning infrastructure, housing, business development, etc. The Plan formally identifies needed improvements, prioritizes them, and specifies how they will be accomplished.

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<sup>1</sup> See Wyoming Statute 15-1-503, which addresses the contents of town master plans.

## **TIME HORIZON**

This Master Plan is intended as a framework for growth and development of the town over the next 20 years. This means that the goals, strategies, and future land use recommendations of the Plan are intended to direct and accommodate the foreseeable growth and development that Meeteetse is likely to experience between now and 2034.

Even in the absence of strong population growth, there is still a need to plan for future land use. One reason is that a good master plan is flexible enough to accommodate some unexpected growth. Rapid growth often catches communities by surprise. Planning now helps hedge against that possibility.

A second reason for planning now is that even with modest growth, bad outcomes can result through a lack of planning. A good plan addresses the location, timing and characteristics of future development. Whether growth is rapid or slow, development will be better when it follows a well-planned pattern.

While it is expected that the Plan will remain valid for the next 20 years, periodic review of the Plan is advisable. Conditions will change and the Plan should be reviewed periodically and updated as necessary.

## **WYOMING PLANNING STATUTES**

The state laws of Wyoming specify how a town prepares its master plan, what the plan should contain, how the town adopts the plan, and the effect of the plan once it is adopted. These laws are the City and Town Planning statute (Wyoming Statutes § 15-1-501 to 512) and the Land Use Planning Act (Wyoming Statutes § 9-8-101 to 302).

This Town of Meeteetse Master Plan conforms to those laws and is intended as a policy statement and roadmap for the future development of the town. This Plan is not regulatory and does not have the force and effect of law. However, Wyoming case law suggests that the Town's zoning should be consistent with the Plan.

## CHAPTER 2: MEETEETSE PROFILE

The profile chapter covers a number of topics relevant to Meeteetse's growth and development. These are population trends, housing, the economy, public services, parks and open space, infrastructure, transportation, natural resources, land use and development patterns and local land use plans.

### POPULATION

It is important to understand whether the population will increase or decrease in the future and by how much. The Master Plan Committee and consultants reviewed Meeteetse's historic population trends, current population characteristics, and future population projections. The most significant results of this review are the following:

- ▶ Meeteetse is slowly losing population even as the surrounding region, particularly Park County, continues to grow.
- ▶ Various population projections predict Meeteetse will grow in the future. These projections assume Meeteetse will grow at the same rate as Park County, which is not happening now.
- ▶ Meeteetse is following the long-term regional trend of an increasingly older population with relatively fewer children and more seniors. Since 2000, this trend has accelerated in Meeteetse more so than in the region.
- ▶ Meeteetse is also following the long-term regional trend of decreasing household size, increasing single-person households, and fewer households with children. These trends are all more pronounced in Meeteetse than in the rest of Park County.

(See population-related graphics beginning on Page 11.)

### HOUSING

The Master Plan Committee and consultants reviewed housing information from the US Census Bureau, the Wyoming Housing Database Partnership, the Northwest Wyoming Board of Realtors, the Park County Assessor's Office and the 2010 Park County Housing Assessment. This review led to the following conclusions about Meeteetse's housing situation:

- ▶ Meeteetse's homeownership rate is high and the housing stock is almost entirely single family units.
- ▶ Meeteetse's housing is older and of somewhat poorer condition compared to all housing in Park County.
- ▶ The average value of residential properties in Meeteetse is less than half that of all residential properties in the county.
- ▶ Housing is relatively affordable in Meeteetse. The average sales price of Meeteetse homes over the period 2005-2012 averaged 65% of the county average sale price.

- ▶ Meeteetse is expected to add 22 to 32 new households by 2030, assuming the town grows at the same rate as the county. However, this is not happening now—the county has been consistently growing while Meeteetse has been losing population.

(See housing-related graphics beginning on Page 12.)

## ECONOMY

An overview of significant economic trends and characteristics for the Meeteetse area (82433 Zip code area) includes the following findings:

- ▶ Median household income (2012) for Meeteetse area residents is \$50,625, which is 98% of the Park County figure (\$51,449) and 89% of the Wyoming figure (\$56,573).
- ▶ Per capita income (average income per person in 2012) was \$26,443, which is 94% of the Park County figure (\$28,037) and 92% of the Wyoming figure (\$28,858).
- ▶ 12.5% of the Meeteetse area's population lives below poverty level compared to 9.3% for Park County and 11.0% for Wyoming.
- ▶ About two-thirds of Meeteetse residents who have jobs travel outside the town to their place of work.
- ▶ There are an estimated 414 people in the Meeteetse area workforce.
- ▶ Meeteetse's economy is reliant on extraction industries—an estimated 24% of the workforce is employed in the extraction sector (agriculture, forestry, fishing, hunting and mining--including oil and gas) while only 12% of the Wyoming's workforce works in this sector.
- ▶ Compared to the state, there are relatively few Meeteetse area jobs in retail trade, transportation, warehousing and utilities, and finance-related jobs as well as in the educational services, health care and social assistance industry.
- ▶ Even though the educational, health care, and social assistance industry is the second largest in terms of Meeteetse area jobs, there are relatively few jobs in this sector compared to the state average as a whole.

(See economy-related graphics beginning on Page 11.)

## PUBLIC SERVICES

A variety of public services are provided in Meeteetse including law enforcement, fire and emergency services, medical, education-schools, library, recreation, and senior-related, and museums.

Law enforcement in Meeteetse is provided by contract with the Park County Sheriff's Office. The Meeteetse Fire District provides firefighting capability to the town and wider district. West Park Hospital provides ambulance service and has an ambulance stationed in Meeteetse. A medical clinic in town provides space for several part-time medical services including a physician, mental health professional, acupuncturist and chiropractor.

Park County School District #16 provides K-12 public education at its Idaho Street campus. The school has about 118 students and a very enviable 9.4 to 1 student to teacher ratio. The Park County Library System maintains a branch library on the school campus.

The Meeteetse Recreation District offers an impressive range of recreational opportunities and facilities including a fitness room and fitness classes, indoor community pool and swim lessons, public transportation with weekly trips to Cody, the Wood River Valley Ski Touring Park, children's after-school and summer programs, and special events.

The Meeteetse Senior Center provides meals and programming in support of Meeteetse's senior citizens at its Hayes Avenue fellowship hall.

There are a number of museums in Meeteetse, including the Charles Belden Museum of Western Photography, the Meeteetse Museum, and the First National Bank Museum.

## **PARKS AND OPEN SPACE**

Meeteetse's parks and open space include Lions Park, a one-acre developed park on the west side of town. The Meeteetse Trails Estates subdivision has about 14% of its original land area or 38 acres reserved as permanent open space that is owned by the subdivision landowners. The subdivision also includes an 86-acre private golf course that is presently not operational.

State and federal public lands in the greater Meeteetse area provide an immense amount open space as well as outdoor recreation opportunities including hunting, fishing, wildlife viewing, camping, hiking, horseback riding, snowmobiling and other motor sports.

## **INFRASTRUCTURE**

### **TREATED WATER SYSTEM**

Meeteetse's potable water system is rated delivery capacity of 576,000 gallons per day and a storage capacity of 700,000 gallons. Water is drawn from the Lower Sunshine Reservoir and is treated by an advanced water treatment process called microfiltration. The microfiltration treatment plant began operation in 2001. Peak daily usage is estimated at 120,000 gallons, well below capacity.

The water distribution system provides water to 230 taps in town and twelve out of town. Water service is available throughout town, except water mains (and sewer mains) have not yet been installed in the western half of the Meeteetse Trails Estates subdivision.

In 2009 the Town replaced about 1,044 feet of 8-inch and 10,300 feet of 6-inch waterlines with new PVC mains and reconnected the water service lines. Old asbestos cement and ductile iron waterlines were showing their age and deterioration with repeated waterline breaks and other recurring maintenance problems.

## **WASTEWATER TREATMENT SYSTEM**

Meeteetse's wastewater treatment system was constructed in 1987. Waste water is collected by the gravity-flow sewer system that ends at a pumping station located near the Greybull River and Anderson Lane. From there, sewage is pumped a distance of one-mile and 185 feet of elevation gain to a three cell lagoon system with chlorinated discharge capability. The system was designed to discharge treated wastewater to Rodeo Draw. However, the system has never discharged because evaporation and seepage rates exceed inflows.

In 2008-2009, many sewer lines were lined with PVC pipe to reduce inflow and infiltration. Old vitreous clay pipes and reinforced concrete pipes were leaking at pipe joints, allowing groundwater to enter the system. However, groundwater continues to enter the sewer system in relatively large amounts. Recent analysis shows that wastewater flows during the irrigation season are 3 to 5 times what would normally be expected. On an annual basis, wastewater flows are 2 to 3 times higher than would be expected for Meeteetse's population.

Meeteetse's wastewater system was originally designed to accommodate a population of double the present town population. However, the high rates of infiltration and inflow consume much of what would otherwise be excess treatment capacity. With correction of this problem, the town will have ample capacity to accommodate future growth.

## **OTHER SERVICES**

Electrical power in Meeteetse is provided by the Big Horn Rural Electric Company and natural gas is provided by Energy West. The telecommunications company TCT provides telephone, cable television, and Internet service to the town. The Town provides its residents and businesses with solid waste collection services and trucks the solid waste to the County Landfill at Cody. The Town does not provide raw water for irrigation.

## **TRANSPORTATION**

The main streets of Meeteetse are Wyoming State Highways 120 and 290. Highway 120 is the town's primary commercial street, State Street, and is two-lanes wide through town. Highway 290 or Hayes Avenue is also has a significant commercial section and provides primary access to the school campus.

There are approximately 3.5 miles of town-maintained streets in Meeteetse. Almost all of these streets are paved. For maintenance, the Town chip seals about 1.5 miles of town streets every other year. The Meeteetse Trails Estates subdivision will add another three miles of streets to the town system.

Sidewalks are limited in Meeteetse to State Street, Hayes Avenue and part of Idaho Street near the school. The Town maintains a paved pathway from town to the Rodeo Grounds. One of Meeteetse's special features is the business district's boardwalks, which add Western flair to the townscape.

## **NATURAL ENVIRONMENT**

Certain environmental features of the Meeteetse area have a bearing on the future growth and development of the town. These include the predominant natural constraints in the Meeteetse area—floodplains, wetlands, and steep slopes. These features are displayed on two maps, Land Slope (see Page 14) and Floodplains and Wetlands (see Page 15).

### **FLOODPLAINS**

It is generally the best practice to avoid creating major developments in floodplains, especially if alternative locations are available. Floodplain development can interfere with the natural flow of rivers during flood events, displacing flood waters to other areas that would not have otherwise flooded. It is often more costly to properly construct buildings and roads in floodplains. Flood events can be unpredictable and development in floodplain has an increased risk of property damage and personal injury. For these reasons, major development in floodplains is not advisable in Meeteetse, where there are adequate areas of land not subject to flooding.

Since 1986, the Town of Meeteetse has participated in the National Flood Insurance Program. The program makes reduced-cost flood insurance available for properties in Meeteetse provided the Town adopts and enforces a local floodplain management program that meets federal guidelines. Meeteetse's program applies to new buildings or substantial modifications of existing building located within the floodplain. Any such construction project must be “flood-proofed” using specific construction techniques or be elevated to minimize the potential for flood damage.

### **WETLANDS**

Despite the arid climate, there are significant wetlands in the Meeteetse area. These wetlands should be avoided when planning future developments. Not only are wetlands seen as swampy areas that are unsuitable for development, they also provide environmental benefits such as water purification and wildlife habitat. The Master Plan's wetlands mapping represents the locations of wetlands in the Meeteetse area, based on the National Wetlands Inventory (NWI). The NWI identifies land with potential restrictions for residential, commercial, and industrial development. The U.S. Army Corps of Engineers uses NWI data during its permit review process that regulates the filling of wetlands.

### **STEEP SLOPES**

While portions of Meeteetse have land of low to moderate slope, there are sizable areas of steep slope that are problematic for future development. The Master Plan's Land Slope Map identifies areas with steep slopes. These steep slopes exceed 25 percent grades and would be difficult areas for extensive development. Generally, Meeteetse has enough land of low or moderate slope for future development and expansion of the town.



## LAND USE AND DEVELOPMENT

### CURRENT LAND USE

Meeteetse's current land use pattern is represented in the table below as well as in the Current Land Use Map (see Page 16):

MEETEETSE CURRENT LAND USE		
Land Use Category	Area (acres)	% of Total
Residential	59.2	10%
Mobile Home	3.5	1%
Residential Vacant Land	138.8	24%
Commercial	4.2	1%
Commercial Vacant Land	28.5	5%
Industrial Vacant Land	1.7	0%
Exempt	91.1	16%
Golf Course	86.1	15%
Other Parks and Open Space	81.9	14%
Street Rights-of-Way	73.5	13%
<b>Grand Total</b>	<b>568.6</b>	<b>100%</b>

Compared to other small Western towns, Meeteetse has a large amount of vacant land, most of which is the Meeteetse Trails Estates subdivision with over 100 large, vacant lots. The amount of land devoted to parks and open space is also relatively high, due to the large acreages in the Meeteetse Trails Estates' golf course (86 acres) and the subdivision's open space (38 acres). Meeteetse's land area used for residential uses, commercial uses and rights-of-way (primarily streets) seems small because so much of the town's land area (569 acres) includes the 273-acre subdivision.

### DEVELOPMENT ACTIVITY

Development activity in Meeteetse has been rather modest, which is not surprising given the lack of population growth. One indicator of development activity is the number of building permits issued for new homes. Only nine housing units were constructed in town in the previous 10 years (2004-2013). In contrast, 1,835 building permits were issued for new housing units in Park County, 2003-2012. Of these, 568 permits were in Cody and 245 in Powell.

## LOCAL LAND USE PLANS

### MEETEETSE'S 1971 PLAN

Meeteetse's 1971 plan was prepared at a time when the town seemed on the verge of expansive growth associated with the possible opening of a major mine nearby, the AMAX mine. The plan

accurately predicted that Meeteetse's population would continue to decrease if the mine did not open (it did not). The Plan notes several problems facing Meeteetse:

- ▶ Inadequate water supply system, sewage treatment system and solid waste disposal;
- ▶ Shortage of adequate housing;
- ▶ Lack of precise town boundaries;
- ▶ Inadequate youth recreation facilities; and
- ▶ Deterioration of the community's physical appearance.

The Plan set out a number of objectives and policies to address these problems. One of the recommended actions was to adopt a town zoning ordinance. That was accomplished a few years later, with the 1971 Plan's future land use map serving as the basis for the town zoning map. The zoning maps established Meeteetse's zoning pattern that is still largely intact today.

## **OTHER LOCAL LAND USE PLANS**

The two local land use plans relevant to Meeteetse are the 1998 Park County Land Use Plan and the 1996 Meeteetse Local Area Plan. Both plans pertain to the unincorporated area around the Town of Meeteetse and have no jurisdiction within the Town.

The Meeteetse Local Area Plan (MLAP) is a non-binding advisory plan created pursuant to Park County regulations that encourage the development of local plans within the county. The Plan includes extensive documentation on the Meeteetse area's economic and resource development as well as many policy recommendations. The Meeteetse Local Area, the area to which the MLAP applies, is roughly the same area as the Meeteetse School District. The MLAP was an influential consideration in the preparation of the Park County Land Use Plan, which was adopted two years later.

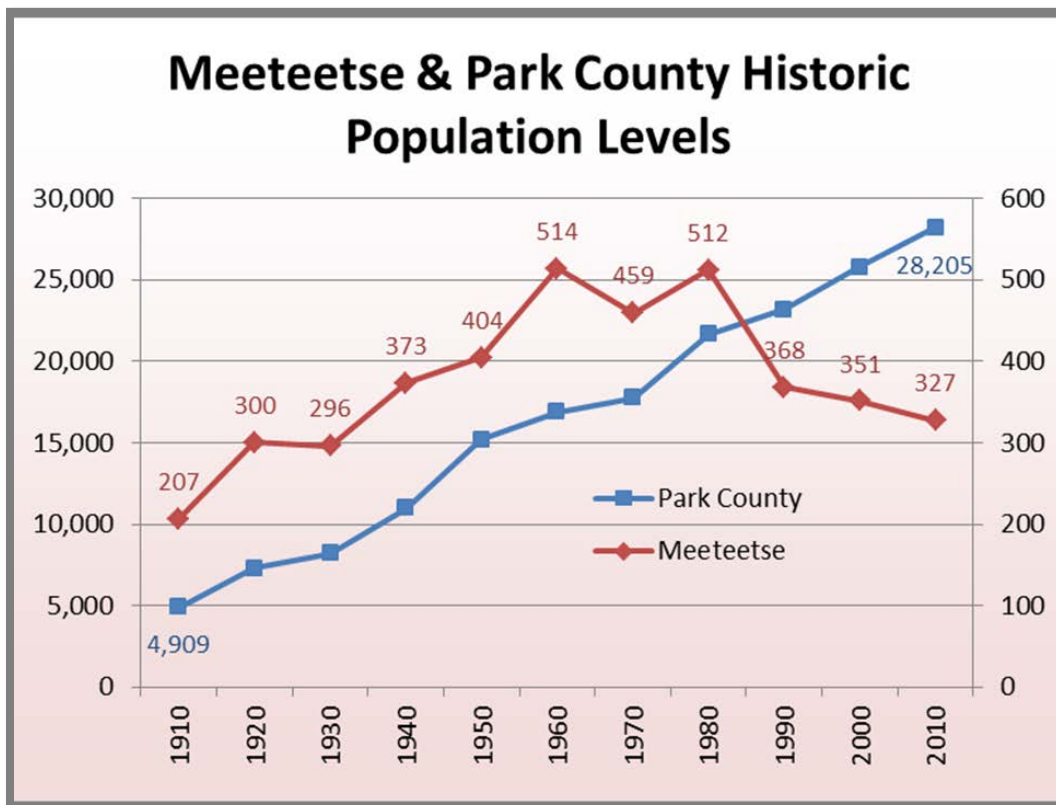
The Park County Land Use Plan provides specifications for the location and character of future development in the county. The Plan recommended a "performance-based" process for review and approval of developments in the Meeteetse Local Planning Area:

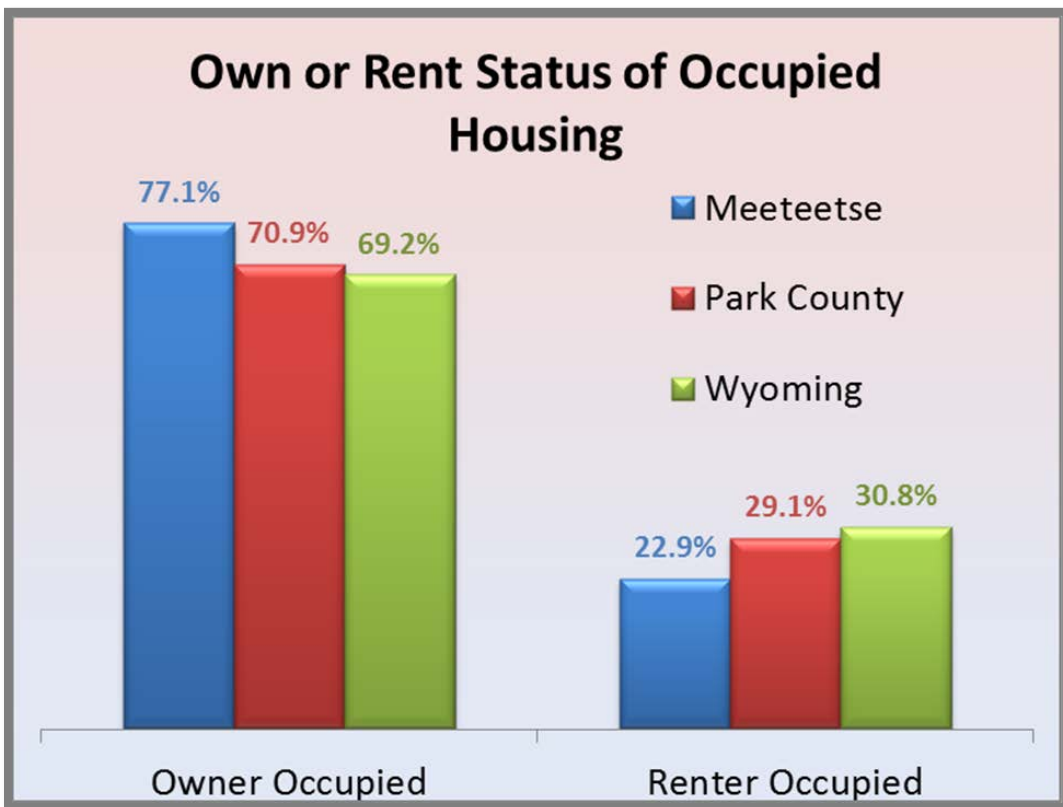
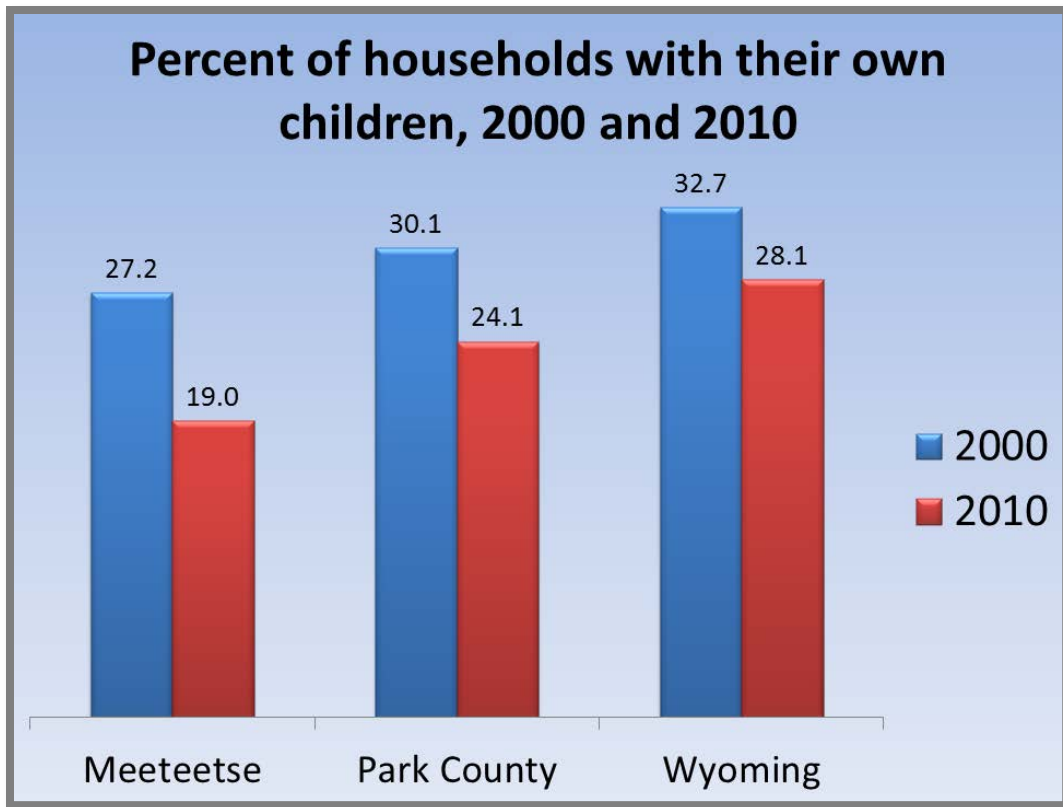
"Regarding land uses, a performance-based review process is suitable in the Meeteetse planning area because of the relatively slow rate of growth and development in the area. Such a review process does not define allowed and disallowed uses—all uses are potentially allowed, subject to review for compliance with pre-established performance standards covering such topics as waste disposal, utilities, traffic access, parking, etc."

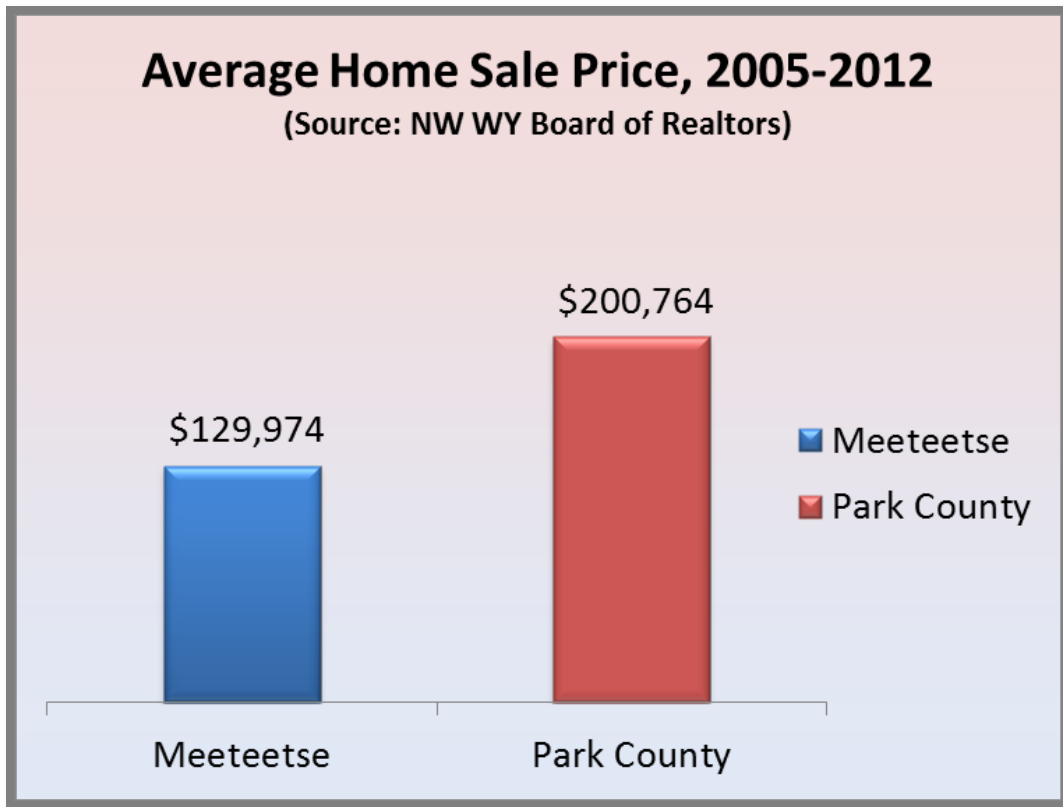
Another notable aspect of the County Plan is that it established a process where development projects subject to County Planning and Zoning Commission review and approval are referred to a local Meeteetse area planning advisory board. The local board provides the County with an advisory opinion on development projects.

Location	Census 2010 Population	Census 2000 Population	% Change
Wyoming	563,626	493,782	14.1
Park County	28,205	25,786	9.4
Cody	9,520	8,835	7.8
Meeteetse	327	351	-6.8
Powell	6,314	5,373	17.5
Big Horn County	11,668	11,461	1.8
Basin town	1,285	1,238	3.8
Burlington town	288	250	15.2
Greybull town	1,847	1,815	1.8
Manderson town	114	104	9.6
Hot Springs County	4,812	4,882	-1.4
Thermopolis	3,009	3,172	-5.1
Washakie County	8,533	8,289	4.5
Ten Sleep	260	304	-14.5
Worland	5,487	5,250	4.5

Source: Wyoming Division of Economic Analysis







NUMBER OF PERSONS EMPLOYED BY INDUSTRY, 82433 ZIP CODE			
(SOURCE ACS 2008-2012)			
	82433 Zip Code Area		Wyoming
INDUSTRY	Persons	Percent	Percent
Agriculture, forestry, fishing and hunting, and mining	100	24.2%	12.3%
Construction	34	8.2%	8.4%
Manufacturing	15	3.6%	4.7%
Wholesale trade	10	2.4%	2.1%
Retail trade	30	7.3%	10.8%
Transportation and warehousing, and utilities	15	3.6%	6.9%
Information	0	0.0%	1.7%
Finance and insurance, and real estate and rental and leasing	10	2.4%	4.2%
Professional, scientific, and management, and administrative services	40	9.7%	6.5%
Educational services, and health care and social assistance	61	14.8%	21.8%
Arts, entertainment, and recreation, and accommodation and food services	32	7.7%	9.5%
Other services, except public administration	39	9.4%	4.6%
Public administration	27	6.5%	6.4%



# Town of Meeteetse, Wyoming 2014 Master Plan

0 1320 ft

## Slope of Land

### Slope Categories

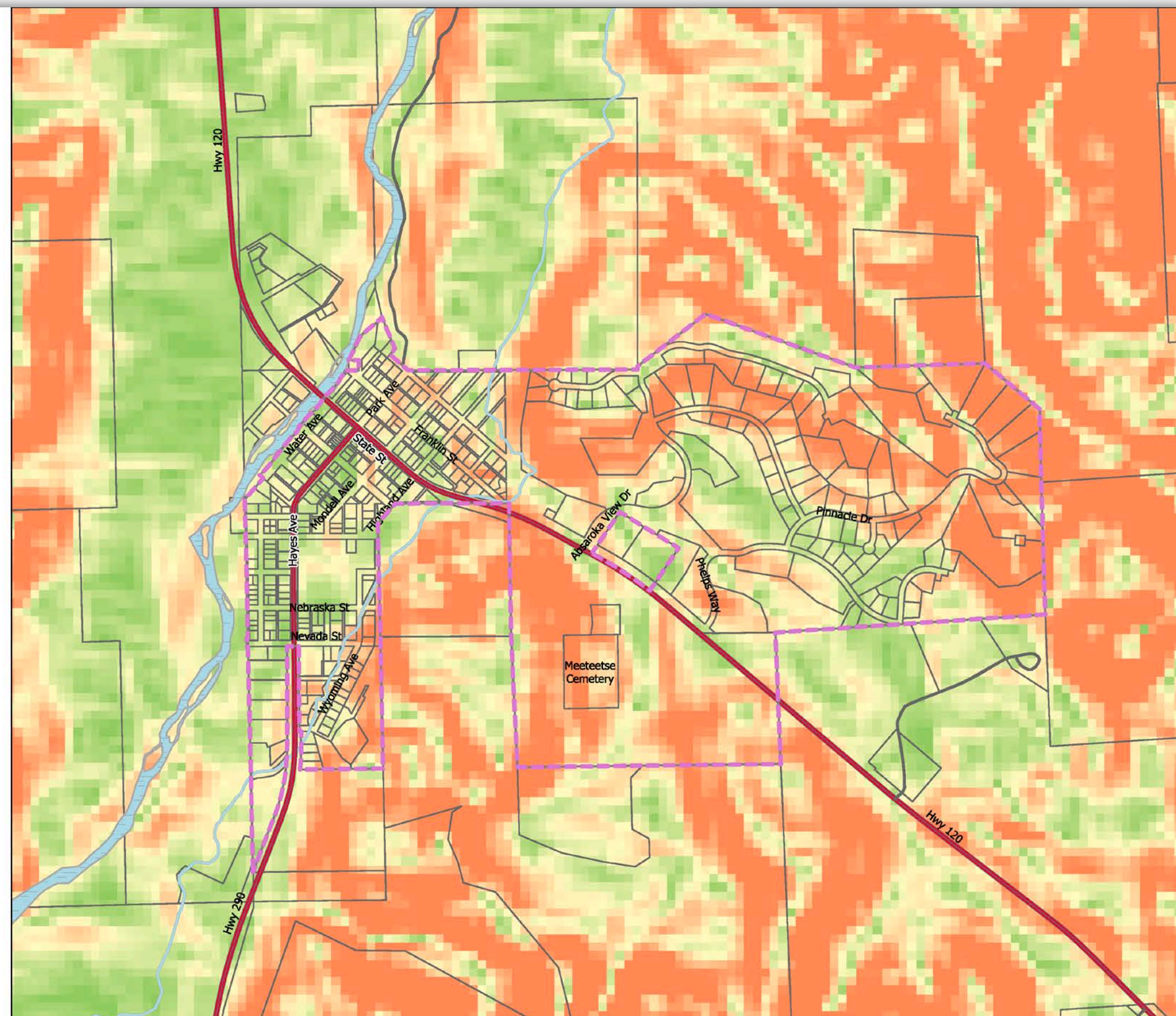
- Less than 10% (low slope)
- 10 to 25% (moderate slope)
- Over 25% (steep slope)

Greybull River

Town Limits



MMI Planning









# Town of Meeteetse, Wyoming 2014 Master Plan

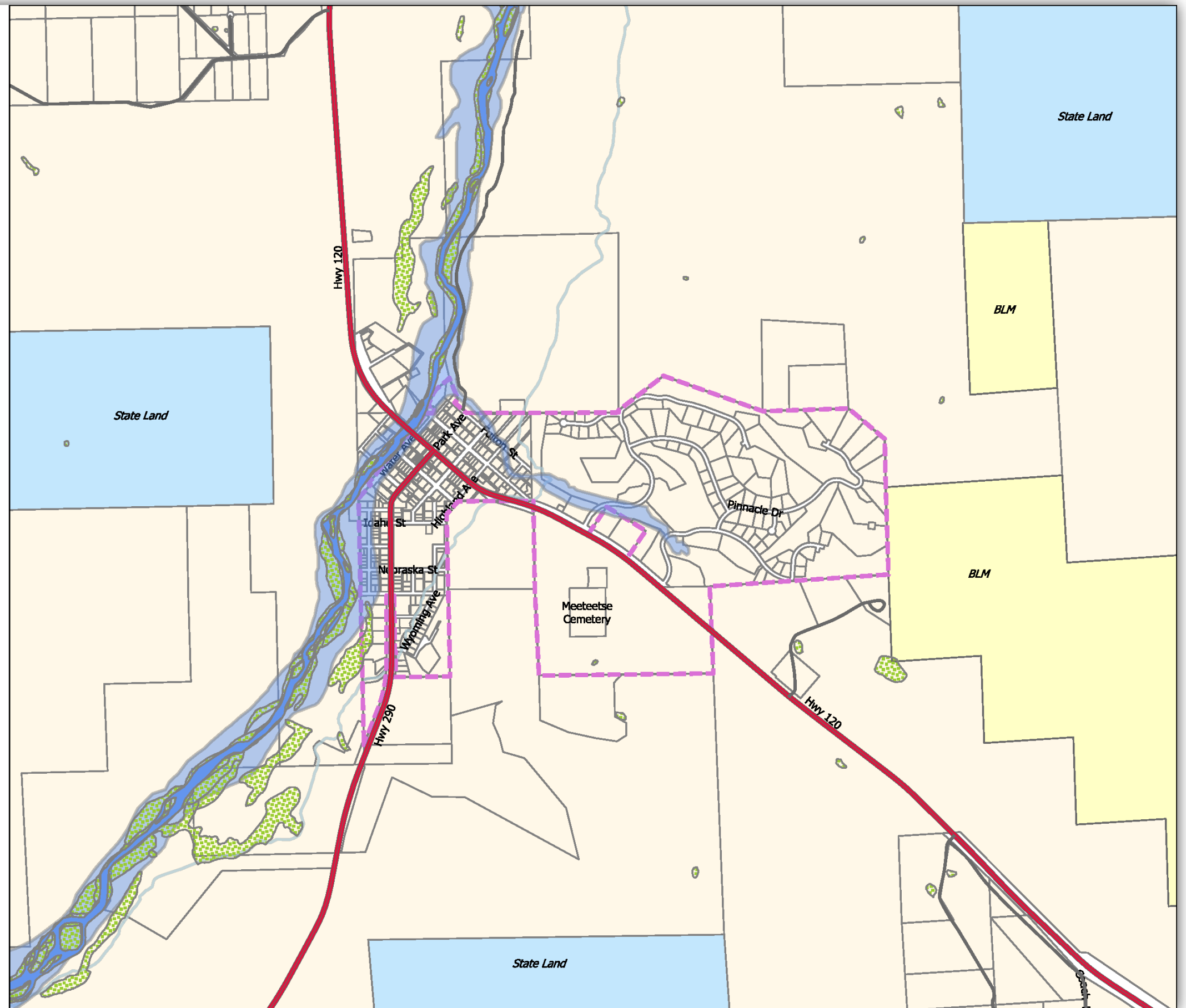
0 1320 ft

## Wetlands & Floodplains

-  Wetlands  
(Source: National Wetlands Inventory)
-  Special Flood Hazard Areas  
(Source: FEMA FIRM Map 2010)
-  Greybull River
-  Meeteetse Town Limits



 MMI Planning

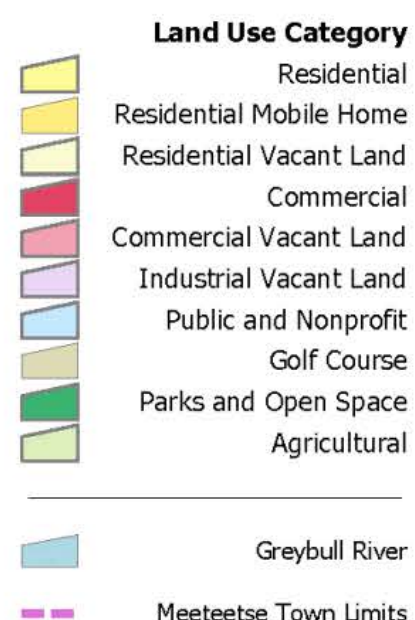




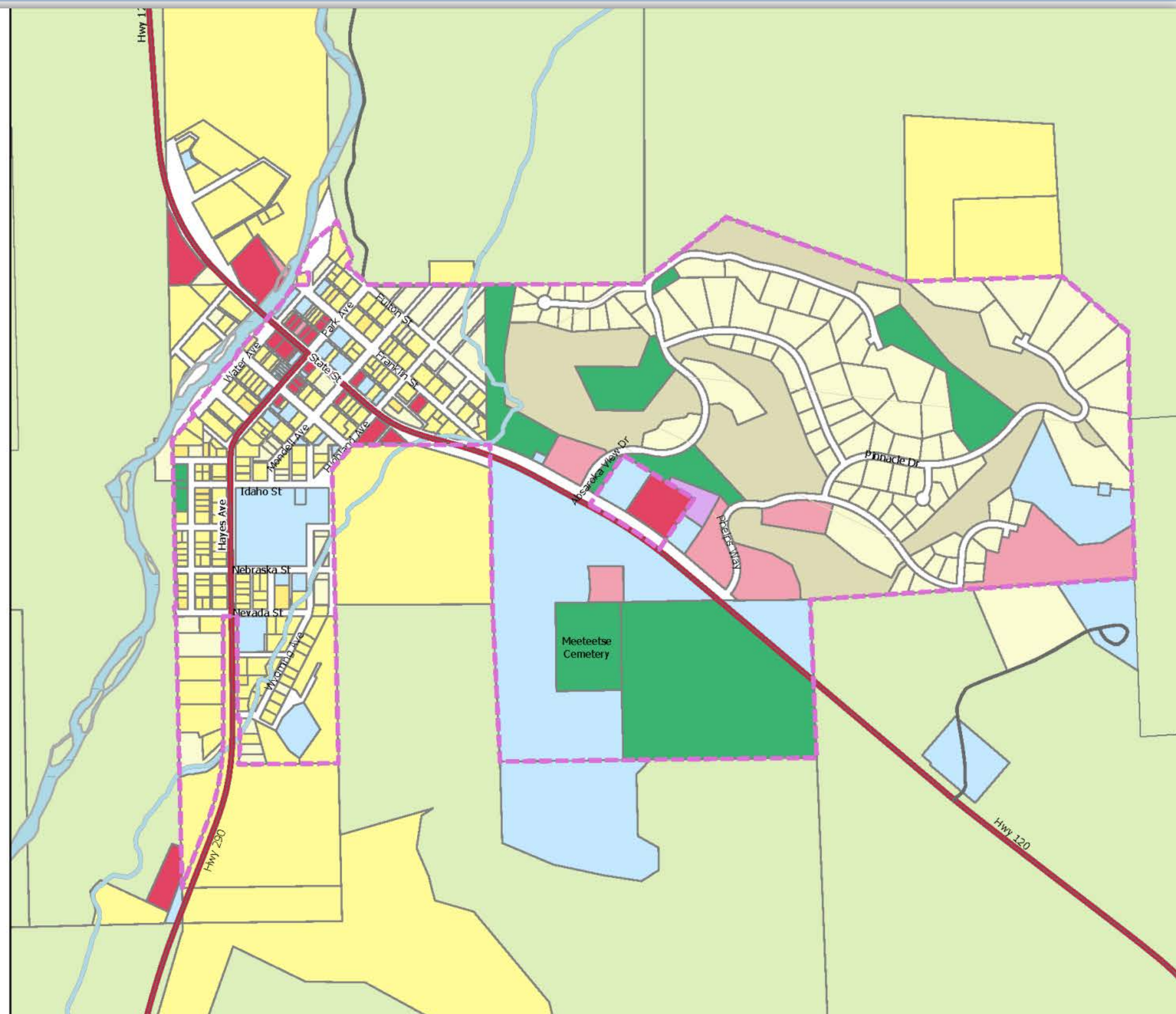
# Town of Meeteetse, Wyoming 2014 Master Plan

0 1320 ft

## Current Land Use



 MMI Planning



## CHAPTER 3: VISION AND GOALS

### INTRODUCTION

This chapter discusses the central issues to be addressed in the Master Plan. These include: promoting economic development; revitalizing the downtown; increasing housing availability; improving the town's infrastructure; retaining the town's small town atmosphere; and preparing for future growth. The chapter also sets out goals for addressing these issues.

This chapter begins with a brief review of efforts taken during the Master Plan process to identify community issues. Next, Meeteetse's 2011 Strategic Planning effort is summarized. That effort included an extensive citizen survey that also identified community issues. In addition, it developed a Vision Statement for Meeteetse and a series of Priority Strategies both of which have been important in giving direction to the Master Plan and give rise to the goals for this Master Plan. Next is an overview of the 2014 Relocation Survey that was recently conducted as part of the Master Plan process. Finally, this chapter concludes with the identification of the final goals for this Master Plan.

### EFFORTS TO IDENTIFY ISSUES

During the planning process, steps were taken to understand the issues that should be addressed in the Master Plan, specifically the Town Officials Survey and the Open House Meetings.

#### TOWN OFFICIALS SURVEY

The Town Officials Survey was a survey of the Meeteetse Town Council, Planning Commission, Master Plan Committee and Town staff. It was conducted at the beginning of the Master Plan process.

Key issues emerging from this survey included:

- ▶ Revitalization of the main street business district including attracting new businesses and restoration of the existing commercial buildings.
- ▶ Maintaining Meeteetse's small town atmosphere as a safe, friendly and historic community.
- ▶ Expanding the economy and adding jobs and services such as a grocery store and café.
- ▶ Increasing the choices and availability of resident housing.
- ▶ Improving the prospects for the vacant Meeteetse Trails Estate subdivision.
- ▶ Keeping the K-12 schools as an essential ingredient in Meeteetse's future.
- ▶ Reverse Meeteetse's three-decade long population decline.

## **MASTER PLAN OPEN HOUSE MEETINGS**

The Open House Meetings were hosted by the Master Plan Committee as part of the Master Plan process to get ideas and comments from interested citizens. Attendees reviewed displays concerning the Plan and were invited to complete a comment form. Outcomes from the meetings included:

- ▶ Attendees endorsed the Meeteetse Vision Statement and Strategic Priorities (products of the 2011 Strategic Planning process).
- ▶ Attendees provided the Master Plan Committee with a variety of useful comments and opinions.

## **STRATEGIC PLANNING**

In 2011, Meeteetse undertook an extensive strategic planning process designed to solicit community input and develop a community vision and strategic priorities. Completion of the Strategic Planning process gave Meeteetse a head start in preparing this Master Plan. The citizens of the area had already been recently surveyed on their opinions about community development issues and a community consensus was formed in support of a specific Vision and Strategic Priorities for Meeteetse.

## **COMMUNITY SURVEY**

An important part of the Strategic Planning process was the community survey. A total of 440 surveys were mailed out and 94 responses were received. Among survey respondents 91% said they were full-time residents of the Meeteetse area with roughly half living in town and half living outside the town. Key survey results were summarized in the following table, which appeared in the Strategic Planning report:

<b>SURVEY QUESTION:</b>	<b>MOST COMMON RESPONSES:</b>
What do you value most about living in Meeteetse?	<ul style="list-style-type: none"><li>• Small town, rural, quiet, peaceful.</li><li>• People, sense of community, friendliness.</li><li>• Beauty of area, outdoor/recreational opportunities, wildlife.</li><li>• Safety, low/no crime.</li><li>• School.</li></ul>
If you left Meeteetse and returned ten years later, what would you want to see?	<ul style="list-style-type: none"><li>• Business/economic growth (moderate, balanced), grocery store, downtown businesses.</li><li>• Mercantile renovated and operating.</li><li>• Golf course complete with housing development.</li><li>• Buildings refurbished, clean-up of downtown and other areas.</li><li>• Housing: general, senior, new as well as rental.</li></ul>

SURVEY QUESTION:	MOST COMMON RESPONSES:
What assets does the community currently have that would serve as a foundation for this future?	<ul style="list-style-type: none"> <li>• Beauty of area, location, recreational opportunities.</li> <li>• School.</li> <li>• Golf course (if finished).</li> <li>• History, western character/look, museum.</li> <li>• People.</li> </ul>
What are the obstacles to reaching this future?	<ul style="list-style-type: none"> <li>• Attitudes, anti-growth, anti-change mindset of some people.</li> <li>• Leadership support for growth.</li> <li>• Local economics - No jobs, no incentive(s) to encourage business growth.</li> <li>• Lack of housing, lack of available land for housing.</li> <li>• Money.</li> </ul>

The survey process also sought public input on various community development projects. Survey respondents rated a list of 12 possible projects in terms of priority. The project priority ranking results were as follows, with the #1 project being the highest priority:

1. Opening a grocery store (co-op).
2. Improve downtown area through grants.
3. Housing.
4. Garbage compaction station.
5. Complete golf course.
6. Healthcare.
7. Sewer improvements.
8. Improvements in Main Street and signage.
9. Road improvements.
10. Waterline improvements.
11. Increase town limits to help attract more people.
12. Upgrade rodeo grounds.

## VISION STATEMENT

One of the more useful and important results of the Strategic Planning process was the development of a Vision and Strategic Priorities to guide Meeteetse's community development efforts. The Vision Statement of the Strategic Planning process is adopted as the Vision Statement for this Master Plan:

**"Meeteetse's vision is to be a dynamic town that fosters community pride; a place where everyone feels valued and adds value. We will maintain our quality of life and values while planning economic growth by utilizing and respecting our natural resources."**

## STRATEGIC PRIORITIES

The Strategic Planning process also developed Strategic Priorities that are well-suited as goals for this Master Plan and which will be described more fully later in this Chapter. The Priorities from the 2011 process include:

- ▶ Promote diverse economic growth
- ▶ Project a positive image
- ▶ Encourage collaboration and positive attitude
- ▶ Capitalize on natural resources and recreation
- ▶ Fortify infrastructure
- ▶ Increase housing

## RELOCATION SURVEY

The Master Plan Committee conducted a survey of people who might relocate to Meeteetse. The purpose was to understand such people's attitudes and opinions about moving to the town. The survey results could be useful in identifying what the town could do to attract new residents and help reverse Meeteetse's population decline. The results are also useful in identifying what issues are facing Meeteetse in trying to attract new residents to the town.

The survey was conducted in February and March 2014. A total of 131 people completed a survey questionnaire. Detailed results and written comments provided by survey respondents are included in the Appendix as well as the survey questionnaire that was used.

The results were sorted into three main response groups based on how respondents answered the question, *"How would you describe your overall interest in living in Meeteetse?"* Possible responses were: very interested; somewhat interested; and not interested. As it turned out, most of the "very interested" respondents already live in Meeteetse. For that reason, the responses of the "somewhat interested" group may be more useful and the results discussed below pertain to that group.

Important findings from the Relocation Survey include the following:



- ▶ Survey respondents were presented with a list of fourteen of Meeteetse's features. Respondents were asked to rate how important each feature is when considering the town as a place to live. The features that a majority of the respondents felt were very important are:
  - Low traffic, low crime, safe community.
  - Recreational opportunities on nearby public lands.
  - Affordable housing.
  - Ambulance service and fire department.
- ▶ When asked, "When choosing a place to live, how far should certain services and amenities be located from your home?" most respondents said the following should be less than 10 miles away:
  - Grocery store.
  - Clinic.
  - Day care.
  - Elementary school.
  - Middle or high school.
  - Fitness center and swimming pool.

It is noteworthy that Meeteetse presently has all these except a grocery store.

- ▶ Most survey respondents said that certain other services and amenities could be either 10 to 35 miles away or further:
  - Hospital.
  - Churches.
  - Job for spouse.
  - Public airport.
  - Community college.
- ▶ Most survey respondents said they would prefer to either relocate to an existing house or a lot on which they could build a home and a vast majority would prefer to live outside of town and own their home (as opposed to renting).
- ▶ Most survey respondents said they would purchase a home in the \$150,000 to \$200,000 price range. Among those that would rent, most preferred the \$500 to \$750 monthly rent range.
- ▶ The most popular housing configuration among survey respondents was three bedrooms with two bathrooms.
- ▶ Most survey respondents work in the area around Meeteetse and commute an average of 40 miles. Cody and Powell were the two most common locations of the respondent's current residence.
- ▶ Most survey respondents were married, live with one other person, and do not have any children present in their household.

## MASTER PLAN GOALS

The 2011 Strategic Priorities lend themselves perfectly to become the goals of the 2014 Master Plan. The Master Plan Steering Committee agreed that they have remained relevant for Meeteetse and should be pursued as quickly as is feasible. Their achievement will be critical for the good of the community's future vitality and economic wellbeing.

The original Strategic Priorities are expanded here to further define their intent. As such, they now become the Master Plan goals and are the results the Plan aims to achieve:

- ▶ Promote diverse economic growth – Meeteetse's future would be brighter with additional jobs, services, and economic activity. Diversifying the local economy means augmenting existing energy-related employment with new opportunities in such areas as tourism, retail trade, manufacturing, health care, financial services, and real estate.
- ▶ Project a positive image – A positive image for Meeteetse includes main street revitalization, preservation of historical resources, town-wide property maintenance, and well-designed new development. It also involves marketing the town as an attractive place to live, work, and visit. And it involves ensuring that Meeteetse's K-12 school system prospers as a central element of the community.
- ▶ Encourage collaboration and positive attitude – One of Meeteetse's great strengths is its sense of community and "let's work together" spirit that has helped the town accomplish so much despite its small size. Retaining that in the future is a must.
- ▶ Capitalize on natural resources and recreation – Meeteetse has exceptional recreational opportunities for a town of its size as well proximity to extensive public lands. These are resources that are important for both tourism and attracting permanent residents.
- ▶ Fortify infrastructure – Meeteetse has accomplished many infrastructure improvements and is planning more. For the sake of the town's long term vitality, it is crucial to continue making progress on infrastructure improvements and not let infrastructure deficiencies become an obstacle to economic growth.
- ▶ Increase housing – Increasing housing in Meeteetse means expanding housing choices for existing residents and for people who would move to town. Increasing the supply and quality of housing are important objectives that are also linked to improving the local economy.

With these goals in the forefront, the next two chapters of the Master Plan set forth in a plan for the future growth and development of Meeteetse—a plan that is designed to advance the goals.



## CHAPTER 4: FUTURE LAND USE PLAN

### INTRODUCTION

This chapter is the Future Land Use Plan, the part of the Master Plan that specifies the land use pattern the town should strive to fulfill. This pattern will encourage future development and redevelopment<sup>2</sup> consistent with the Vision and Goals of the Master Plan (see Chapter 3). With respect to the Vision and Goals, the Future Land Use Plan is intended to:

- ▶ Promote diverse economic development by identifying areas for a wide variety of business development including light industrial, highway commercial, downtown commercial, and neighborhood commercial.
- ▶ Help Meeteetse project a positive image by recommending actions and policies the Town can employ to ensure land uses contribute to that positive image.
- ▶ Encourage collaboration by incorporating the views of a broad range of town citizens and leaders in setting a course for future growth and development.
- ▶ Make the best use of natural resources by planning for growth in well-suited locations that avoid floodplains, wetlands and steep slopes.
- ▶ Fortify the town's infrastructure by setting out a future land use pattern that engineers can use for infrastructure planning and by recommending annexation policies that help the Town maximize the economic return on infrastructure investments.
- ▶ Increase housing choices by identifying suitable areas for additional housing including infill within town and expansion areas outside town.

The Future Land Use Plan is represented by the future land use map and the accompanying narrative. Both are presented here in this chapter and together they constitute the Future Land Use Plan for Meeteetse.

The future land use map shows future land use designations for a variety of areas in the town and surrounding area. The designations include a range of residential and commercial types, parks and open space as well as designations for expansion beyond the current town limits. Each of these designations is discussed in this chapter.

It should be noted that the Future Land Use Plan is intended to be fairly general. The boundaries between different types of areas are not always precise and the recommended policies and actions are general as well. The Future Land Use Plan will provide guidance for zoning decisions but it is not as precise as a zoning ordinance and it is not intended to replace the zoning ordinance and map.

The Town should use the Future Land Use Plan as a guide for all land use decisions including all zoning decisions and annexation requests. The Future Land Use Plan should also be consulted in

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<sup>2</sup> Redevelopment -- demolishing existing buildings or expanding an existing building to create a newer and/or larger building.

the planning of public improvements. In addition, the private-sector is encouraged to follow the Future Land Use Plan in the planning of real estate developments.

## FUTURE LAND USE MAP

Broadly speaking, there are three planning jurisdictions covered by the Future Land Use Plan and depicted on the future land use map:

1. In-Town Jurisdiction: the area within the present town limits where Town Zoning and Subdivision Ordinances apply.
2. One-Mile Jurisdiction: the area of the county within one-mile of the town limits where both the Town and Park County have jurisdiction over subdivisions. The Town has approval authority over all county subdivisions pursuant to W.S. 18-5-308(b). In addition, the County Land Use Plan and County Zoning and Subdivision Regulations apply. Subdivisions in this area require approval of both the Town and the County.
3. County Jurisdiction: the area of the County beyond the one-mile area where the Town has no jurisdiction over subdivisions or any other developments. County planning regulations apply to this area.

The future land use map further breaks down these three planning jurisdictions into smaller areas that are assigned specific land use designations (residential, commercial, etc.). These designations are explained in the narrative (next section) and also appear in the legend of the future land use map.

## FUTURE LAND USE NARRATIVE

The narrative for future land use designations<sup>3</sup> includes key policies and actions that further explain the Master Plan's intent for each area. In this chapter, a policy is a specific statement of principle commitment to which is integral to the Future Land Use Plan. An action is something that should be done to accomplish the intent of the Future Land Use Plan. By adopting the Master Plan, the Town signals its intent to follow the policies and take the necessary actions.

### INSIDE THE CURRENT TOWN LIMITS

MAP AREAS #1 and #3: Within the town limits, long-established land uses define the character of the older part of town. There are two *Established Residential* areas that are predominantly residential but also include churches, the school campus, small-scale commercial activities, and other land uses. The future land use plan for these areas is to retain the same general character while undergoing infill and redevelopment consistent with the present land uses. Key policies and actions for these areas are:

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<sup>3</sup> When mentioned in the narrative, the land use designations are in *italic* print indicating that the designation is shown on the map and in the map legend.

# Town of Meeteetse, Wyoming 2014 Master Plan



## Future Land Use Map

### Land Use Designations

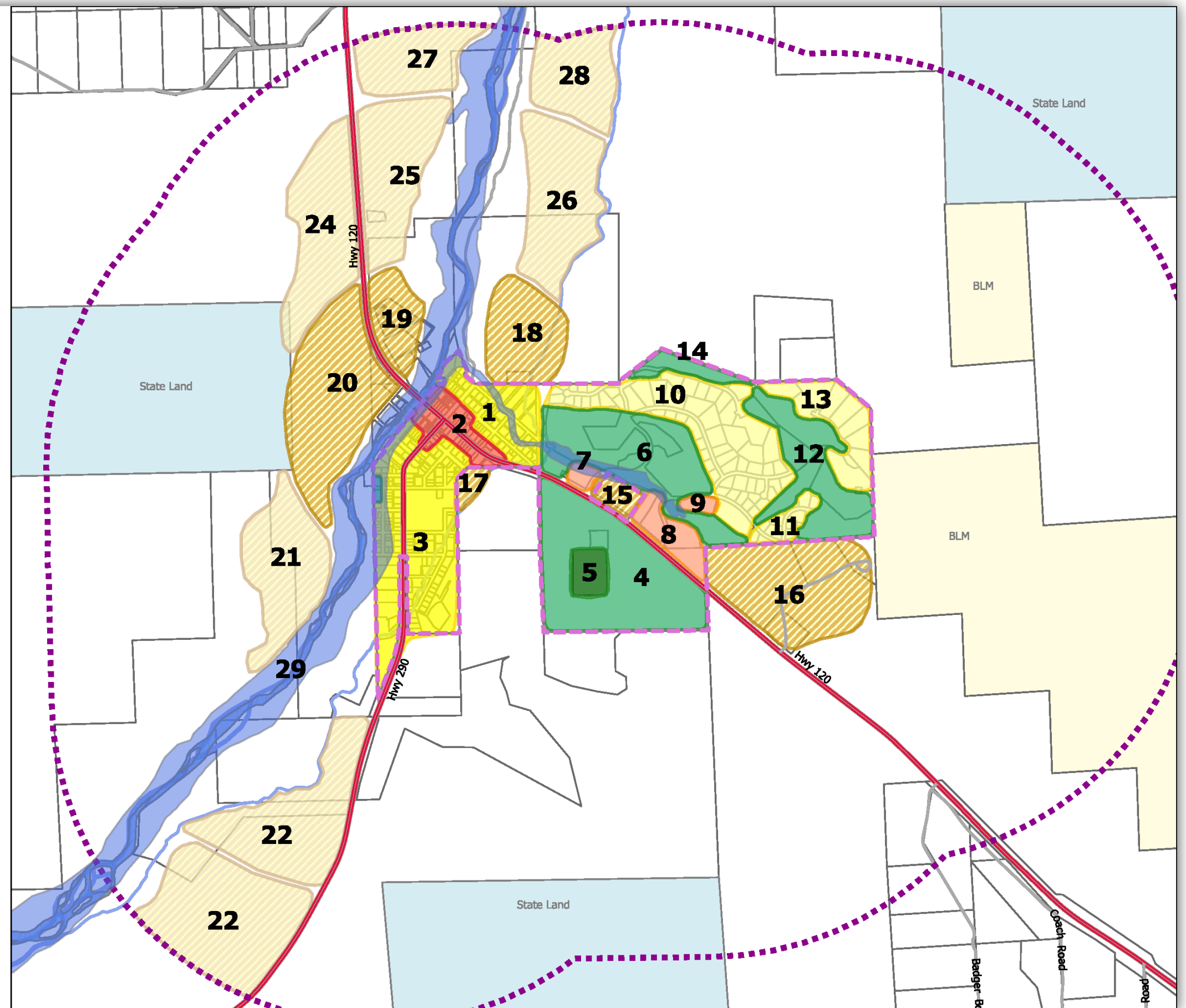
- Established Residential
- Established Commercial
- Parks & Open Space
- Cemetery
- Planned Commercial
- Planned Residential
- Expansion
- Rural Residential

### Other Map Features

- Greybull River
- Floodplain
- Town Limits
- Subdivision Jurisdiction



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- ▶ Support a wide range of housing types including manufactured housing, site-built single-family homes, duplexes, and small apartment buildings;
- ▶ Promote infill development of vacant or underused lots;
- ▶ Support retaining the school, library and recreation buildings and expansion of these as needed;
- ▶ Ensure that commercial activities here are compatible with the quiet, residential character of these areas. Commercial activities can be reviewed and permitted as conditional uses in the R-3 zone or by rezoning to Neighborhood Commercial.
- ▶ Promote sidewalk installation with priority for busier streets that provide access to the schools, library and recreational facilities;
- ▶ Enforce existing property maintenance ordinances to limit proliferation of nuisances such as junk vehicles and overgrowth of weeds;
- ▶ Apply the R-3 (Residential High Density) zoning designation to the un-zoned school campus.

MAP AREA #2: The town's main commercial area is well-established along the town's two main streets, State Street and Park Avenue. This *Established Commercial* area includes the town's most active commercial enterprises as well as vacant commercial lots and several residential-zoned homes. The future land use plan for this area is to retain and improve its essential commercial character of this area. Key policies and actions include:

- ▶ Support reuse, restoration, and renovation of existing under-used commercial buildings;
- ▶ Promote preservation, restoration, and adaptive re-use<sup>4</sup> of historic commercial buildings;
- ▶ Encourage well-planned commercial development projects that complement the commercial areas character;
- ▶ Residential-zoned properties in this commercial area can continue to be used and zoned as they are—however, the Town should look favorably on rezoning these any of these properties to commercial zoning if the owner requests it and provides an appropriate and well-designed project.

MAP AREAS #4 and #5: South of Highway 120, the Town-owned recreational areas and Town Cemetery are another area where the land use pattern is fairly well-established. The future land use plan for this area is retain the current land uses and accommodate further expansion of public uses here. Key policies and actions include:

- ▶ Support improvement and expansion of recreational uses including the rodeo grounds, shooting range; ball field, and similar facilities;

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<sup>4</sup> Adaptive Re-use – remodeling exiting buildings for new uses while retaining their historic features such as converting an old factory to become an apartment building or a rundown church finding new life as a restaurant.

- ▶ Support improvement and expansion of the Town Cemetery as needed in the future;
- ▶ Change the Industrial Zoning in this area to Agricultural—industrial use is unlikely here due to the rugged terrain and the land uses allowed in the Agricultural, zone (including cemeteries, recreation uses and public services) are more appropriate.

MAP AREAS #6, #7, and #9 - #14: Despite being vacant at this time, the Meeteetse Trails Estate subdivision has a planned land use pattern that includes residential, commercial, recreational and open space land uses. The Future Land Use Plan for the subdivision is to have these planned land uses happen. Key policies and actions include:

- ▶ Encourage residential development including multi-family housing within *Planned Residential* areas of the subdivision;
- ▶ Support relaxation of the subdivision covenants that would facilitate development of residential parts of the subdivision;
- ▶ Considering the high-visibility of the *Planned Commercial* sites, encourage well-planned commercial development projects that contribute to a positive image of Meeteetse;
- ▶ Support private-sector initiatives to re-open the golf course (shown as *Parks & Open Space* on the future land use map);
- ▶ Retain the subdivision's designated open space (shown as *Parks & Open Space* on the Future Land Use Map);
- ▶ Ensure that subdivision streets and infrastructure are completed to town standards.
- ▶ Apply A-1 (Agricultural) zoning to the un-zoned open space and golf course parcels.

MAP AREAS #8 and #15: Adjoining the Meeteetse Trails Estate subdivision is the site of Town Shop and the site of the former State Highway Shop and current County Highway Shop, the latter site being an island of unincorporated land surrounded by the town. Key actions and policies are:

- ▶ Encourage annexation of the *Town Expansion* area containing the former State Highway Shop and current County Shop so that town the Town can have zoning review for any development that might occur on these sites and to bolster the Town's property tax base;
- ▶ Considering the high-visibility of these sites, ensure that any redevelopment of these sites is well-planned and contributes to a positive image of Meeteetse;
- ▶ Change the zoning of the Town Shop from Agricultural to Light Industrial which is more in keeping with the existing land use.

## **ONE-MILE PLANNING JURISDICTION**

The future land use plan identifies two types of areas in the One-Mile jurisdiction outside the town limits—*Town Expansion* areas and *Rural Residential* areas. Town expansion areas are where the town can most readily and economically expand while *Rural Residential* areas can accommodate large lot subdivisions.

The One-Mile jurisdiction was created with the passage of the Wyoming Real Estate Subdivision Act in 1975<sup>5</sup>. The Act specifies that anyone subdividing in the county must obtain the approval of both the town council and the board of county commissioners if any part of the proposed subdivision is located within one mile of a town's boundaries. Wyoming courts have declared that towns have the "right and duty" to approve such subdivisions and have the right to set reasonable requirements for approval that will help bring the subdivisions "into conformity with other areas with respect to lots, blocks, streets, and the like."<sup>6</sup>

To protect the town's long range growth potential, the best practice is to discourage large-lot subdivisions in *Town Expansion* areas identified in the future land use map. These expansion areas are where future growth of the town can most efficiently occur. These areas should eventually develop in a traditional town pattern, with streets, blocks and lots similar to those of the original parts of Meeteetse.

If low-density, rural subdivisions were to happen in the expansion areas, they would obstruct the logical and efficient development of the town. When the need for higher-density town pattern development arises, such development will be pushed out to more distant and less suitable areas. This in turn causes higher development costs (which are passed on to lot and home buyers) and efficiency in providing public services suffers. Meeteetse has too few good options for future expansion to allow rural subdivisions to diminish expansion prospects.

MAP AREAS #16 - #20: These are the *Town Expansion* areas. The future land use in all but one of these expansion areas will be primarily residential. The eastern-most expansion area (#16) is planned for commercial and light industrial development. The other four expansion areas will be reserved for residential development except along Highway 120 north of town where some commercial would be appropriate. Key policies and actions for these areas are:

- ▶ Encourage development that includes continuations of the town development pattern, with lots, blocks and streets laid out in a pattern similar to that of the town's established residential areas;
- ▶ Plan for providing town water and sewer service and annexing these areas as they develop;
- ▶ Include neighborhood parks and walking trails in the design of new subdivisions;
- ▶ Discourage large-lot subdivisions in this area.
- ▶ Given the high-visibility of any commercial development on Highway 120, encourage well-planned commercial projects that contribute to a positive image of Meeteetse;

MAP AREAS #21- #28: The designated *Rural Residential* areas are areas that could conceivably become logical extensions of the town development pattern. However, these areas are unlikely to

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<sup>5</sup> The requirement for a town's approval of subdivisions within one-mile of its boundaries was also required pursuant to Wyoming Statute 34-12-103, which has been the law since before Statehood.

<sup>6</sup> Prudential Trust Co. v. City of Laramie, 492 P.2d 971, 1972 Wyo. LEXIS 217 (Wyo. 1972).



be needed for that purpose as the designated town expansion areas provide more than enough land for anticipated town growth. In addition, the 2014 Relocation Survey indicated that many would-be residents prefer rural lots on which to build outside of town. The Rural Residential areas could accommodate that potential demand. Key actions and policies are:

- ▶ Subdivisions in these areas can have lots of any size, provided that the County's one-acre minimum for septic systems would apply;
- ▶ The Town would provide water service to these areas where feasible—such water service would be desirable and would be installed at the developer's expense;
- ▶ Street and road planning for the Rural Residential area east of the Greybull River would need to account for street and traffic impacts to the existing town street system;
- ▶ These areas are intended to be residential—however, commercial development allowed by the County's Zoning Regulations may be permitted on a case-by-case basis.

MAP AREA #29: *Floodplains* are shown on the future land use plan because property owners need to be aware of the risks of investment and development in floodplains. Key actions and policies for floodplains are:

- ▶ Ensure that redevelopment of existing buildings in the floodplain be designed to minimize personal safety and property damage risks;
- ▶ Enforce the Town's Flood Damage Prevention Ordinance (Town Code, Chapter 20) to discourage new development in the floodplain;
- ▶ Encourage the use of the floodplain areas for parks and riverside trails.

There are lands within the Town's one-mile jurisdiction that are not designated as either *Town Expansion* or *Rural Residential* (therefore no map number has been assigned). Some of these lands may be conducive to rural subdivision development or other forms of development allowed by County regulations. Key actions and policies are:

- ▶ Development that is permissible under County Regulations is generally appropriate for these lands and would meet with Town approval.
- ▶ Areas along the Greybull River may have floodplain and wetlands issues.
- ▶ The Town does not anticipate extending water and sewer service to these areas.

### **BEYOND THE ONE-MILE JURISDICTION**

The future land use map does not assign any specific designations to lands beyond the Town's one-mile jurisdiction. Development in this area is governed solely by County regulations. Key actions and policies are:

- ▶ Development that is permissible under County Regulations is generally appropriate for these lands.
- ▶ The Town does not anticipate extending water and sewer service to these areas.



## CHAPTER 5: MASTER PLAN IMPLEMENTATION

### INTRODUCTION

The Meeteetse Master Plan is a long-range plan intended to guide the growth and development of the town and its surrounding area. Reversing Meeteetse's population decline has been the over-riding concern in developing this Master Plan. Putting the Master Plan into action, or implementing the Plan, is the subject of this chapter. This chapter contains recommended strategies for implementing the Plan—strategies that will help set the stage for growth.

Since the Master Plan focuses primarily on physical development<sup>7</sup>, most this chapter's implementation measures also concern physical aspects of Meeteetse's development. Getting Meeteetse's land use and development right is important to the town's future. Poorly-planned subdivisions can drain town resources while well-planned ones can be growth magnets. A vibrant and attractive main street encourages visitors, delights residents, and creates a positive town image while deteriorating business district suggests a place is not worth caring about.

Meeteetse can increasingly succeed as an attractive place to live, raise a family, run a business, visit, and as a retirement destination. Meeteetse's charm and potential make it a place worthy of thoughtful planning and management of its future development.

### IMPLEMENTATION STRATEGIES

This section discusses strategies to accomplish the Master Plan's Vision and Goals and the Future Land Use Plan. The rationale for each strategy is discussed along with specific suggestions for accomplishing it.

To arrive at the following 16 recommended strategies, the Master Plan Committee reviewed a variety of possible implementation strategies and decided to include the following list in the Master Plan. These strategies are included because the Committee and planning consultant believe that these are appropriate and achievable strategies that will help the town achieve the Vision and Goals of the Master Plan.

1. **Update the Zoning and Subdivision Ordinances:** The Town should update its zoning ordinance, zoning map, and subdivision ordinance. The Town's zoning and subdivision ordinance are crucial mechanisms for implementing the Master Plan. These ordinances govern land use, land development, and land subdivision in Meeteetse. The Master Plan includes a list of recommended changes to the zoning ordinance, zoning map, and subdivision ordinance as well as suggested wording for the ordinances and a revised zoning map. Adopting these changes involves subsequent action by the Town government to adopt the Master Plan's revised ordinance provisions and changes to the Zoning Map.

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<sup>7</sup> Physical development refers to constructed works and improvements such buildings, neighborhoods, parks, streets, bridges, utility systems and public facilities. See Wyoming Statute 15-1-503.

Action: Adopt updated ordinances.  
Target Date: 2014  
Responsible Entities: Town Council and Planning Commission.  
Cost/Funding: Not significant.  
Resources: Master Plan Appendix, Part 1.

2. Reserve Town Expansion Areas: To protect the town's long range growth potential, it is important to discourage large-lot subdivisions in *Town Expansion* areas identified in the Future Land Use Plan (Chapter 4). These expansion areas are where future growth of the town can most efficiently occur. These areas should eventually develop in a traditional town pattern, with streets, blocks and lots similar to those of the original parts of Meeteetse.

If low-density, rural subdivisions were to happen in the expansion areas, they would obstruct the logical and efficient development of the town. When the need for higher-density town pattern development arises, such development will be pushed out to more distant and less suitable areas. This in turn causes higher development costs (which are passed on to lot and home buyers) and efficiency in providing public services suffers. Meeteetse has too few good options for future expansion to allow rural subdivisions to diminish expansion prospects.

The Town should reserve the expansion areas using the following best practices:

- ▶ The Town should disallow major, large-lot subdivision in the four *Town Expansion* areas (areas #17-20) as shown on the future land use map. Major subdivisions are those with 6 or more lots. Large lot subdivisions are those with lots generally between ½ acre and 10 acres in size.
- ▶ Subdivisions with lots larger than 10 acres could be accommodate provided the developer should agree to not oppose future annexation. In addition, these subdivisions should also have their streets and lots pre-designed for future re-subdivision into town pattern of development. Lastly, the Town should not extend water and sewer service to such developments until they are re-subdivided and annexed.

Action: Adopt Master Plan including policy to reserve expansion areas.  
Target Date: 2014  
Responsible Entities: Town Council and Planning Commission.  
Cost/Funding: Not significant.  
Resources: 2014 Master Plan.

3. Minimum Standards for Manufactured Housing: The Town should adopt up-to-date zoning provisions regarding manufactured housing, specifying that transportable housing units must be H.U.D. certified. The federal Housing Construction and Safety Standards Act established the certification in 1976 in response to the use of aluminum wiring and other dangerous construction practices. By requiring H.U.D. certification, the town can be sure that mobile homes older than 1976-vintage will not be brought into the town. This is a small but significant step to maintaining and improving the quality of the housing stock.

In addition, the Town should consider adopting additional specifications for manufactured homes. Some communities set additional standards for manufactured housing, such as specifying that manufactured housing must meet higher standards of the 1994 H.U.D. certification, which upgraded wind resistance specifications. Other communities require manufactured homes to be set up on permanent foundations and meet other design specifications addressing such concerns as roof pitch, eaves, siding and skirting.

Action: Adopt new zoning provisions on manufactured housing.

Target Date: 2014

Responsible Entities: Town Council and Planning Commission.

Cost/Funding: Not significant.

Resources: Master Plan Appendix, Part 1.

4. Subdivision Financial Guarantees: Meeteetse should adopt more rigorous subdivision financial guarantees. The Town's Subdivision Ordinance allows the developer to enter into an agreement with the Town where the developer guarantees completion of the improvements (streets, utility lines, etc.)<sup>8</sup>. With this agreement, the Town allows the developer to sell lots prior to completing the improvements. The Ordinance, however, does not require a financial guarantee as part of the agreement. Instead, it is optional.

The Town should change this to make the financial guarantee mandatory. This is the standard practice in the development industry nationwide. In Wyoming, state law requires counties to have financial guarantees that are not optional. It is simply a good practice that the Town should adopt.

Action: Adopt subdivision ordinance provisions on guarantees.

Target Date: 2014

Responsible Entities: Town Council and Planning Commission.

Cost/Funding: Not significant.

Resources: Master Plan Appendix, Part 1.

5. Design Standards for Subdivision Streets: Meeteetse's subdivision design standards for streets and roads are incomplete and should be reviewed. The Town Council and the Town Planning Commission should engage a civil engineer to recommend appropriate written standards. The Town may wish to go further and create a Development Specifications Manual that establishes standards for utilities construction, drainage control, sidewalks, street lights, road signs, and all other subdivision improvements that the Subdivision Ordinance does not already address in sufficient detail.

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<sup>8</sup> The Ordinance also allows a developer to install all subdivision improvements (streets, sewers, etc.) before the Town gives final approval to the subdivision and the developer cannot sell lots until this is done. If electing this alternative, the developer does not need to post a financial guarantee.

Action: Develop and adopt complete subdivision street standards.  
Target Date: 2015  
Responsible Entities: Town Council, Planning Commission and Town Staff.  
Cost/Funding: Depending on project scope, \$5,000 - \$20,000.  
Resources: See Appendix, Part 4 — Street Sections from the City of Cody 2014 Master Plan; for additional detail, see the City of Cody Subdivision Standards.

6. Review All Subdivisions: Meeteetse allows lots in town to be divided in two without review by the Town. This has the potential to create lots that are not buildable, are smaller than zoning requirements, have access issues (e.g., through other lots or from the alley only), and utility issues. A better approach is to include all divisions in subdivision review. This would be accomplished through a change in the Subdivision Ordinance.

Action: Revise subdivision ordinance definition of “subdivision.”  
Target Date: 2014  
Responsible Entities: Town Council and Planning Commission.  
Cost/Funding: Not significant.  
Resources: Master Plan Appendix, Part 1.

7. Development Review Technical Assistance: The Town should have expert technical advice available when dealing with major development project proposals. Without a town planner and town engineer on its staff, the Town can be at a disadvantage when dealing with professional developers proposing major projects. Planners with experience representing local government interests in the development review process can help avoid mistakes that would otherwise occur in the process. Similarly, civil engineers can help avoid infrastructure design and construction problems in new developments. The way the Town can afford these services is to charge them back to the developer as an application fee. To do this, the Town would need to establish or revise its development review fee schedule to include this fee.<sup>9</sup>

Action: Adopt development application fee schedule.  
Target Date: 2014  
Responsible Entities: Town Council and Planning Commission.  
Cost/Funding: Not significant.  
Resources: Fee schedules from other towns.

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<sup>9</sup> See the Town of Basin’s subdivision ordinance Sec. 10-1-12: To cover costs of reviewing plans, advertising, holding public hearings, and other activities associated with the review of a subdivision proposal, the subdivider shall pay a non-refundable fees to the town. The town council shall by resolution establish a fee schedule and may from time to time revise the fee schedule as the council deems appropriate. In addition, subdividers shall pay the costs of professional or technical expertise that may be required by the town to properly evaluate the subdivision application.

8. Continue Improving Infrastructure: The Town should continue its pro-active stance in maintaining and improving its infrastructure. Over the years, the Town has sought to improve the quality of its utility services and reduce infrastructure costs. The Town is presently conducting engineering studies for improving both the water distribution system and the wastewater system. By keeping its infrastructure current, the Town will be ready to take advantage of beneficial development opportunities. By not delaying action, the Town avoids ever having to turn away desirable development projects due to faulty utility systems.

Action: Continue upgrading infrastructure.

Target Date: On-going.

Responsible Entities: Town Council and Town Staff.

Cost/Funding: Significant but at least partially grant-eligible.

Resources: Wyoming Water Development Commission;  
Wyoming Department of Environmental Quality;  
State Loan and Investment Board.

9. Downtown Revitalization: The Town should begin immediately to investigate joining the Wyoming Main Street Program. The Wyoming Business Council program promotes and manages the National Trust for Historic Preservation's Main Street program within the state of Wyoming. Wyoming Main Street's purpose is to assist Wyoming communities of various sizes and resource-levels with their downtown revitalization efforts. Their key function is the coordination and delivery of technical services and volunteer-training to participating local programs.

Certain Main Street Program services are free while becoming an affiliate program member costs \$7,000 per year. Program success depends on having a volunteer organization dedicated to revitalizing the downtown. A recommended first step is to invite the Wyoming Main Street Program Coordinator to Meeteetse to discuss the program options, benefits and costs with the residents, business owners and local officials who are interested downtown revitalization.

Action: Meet with Wyoming Main Street Coordinator; and Establish  
Downtown Business Association.

Target Date: 2014

Responsible Entities: Town Council, Town Staff and Business Owners.

Cost/Funding: Not significant to start; \$7,000 for affiliate program membership.

Resources: Wyoming Main Street Program - [www.wyomingbusiness.org](http://www.wyomingbusiness.org)

10. Facilitating Infill Development<sup>10</sup>: The Town should consider keeping an up-to-date list of potentially available infill lots in Meeteetse. Vacant and underused lots would be included on the list. The list could then be provided to builders, realtors, and developers interested in

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<sup>10</sup> Infill Development -- the development of new housing or other buildings on scattered vacant sites within a built-up area.

creating housing in town. It will be necessary to work with the landowners to gauge their willingness to support this effort.

Action: Create list of available infill sites.  
Target Date: 2014  
Responsible Entities: Town Council and Planning Commission  
Cost/Funding: Not significant.  
Resources: Park County Map Server, [mapserver.parkcounty.us](http://mapserver.parkcounty.us)

11. Residential Development Locations: The Town should work with rural landowners to encourage their interest and participation in making sites available for the town's growth. The Future Land Use Plan has identified several *Town Expansion* areas for future residential developments outside of town. Most are owned by ranches that have not previously expressed interest in developing and annexing to town. The Town should begin a long-term process of encouraging these landowners to learn about the new Master Plan and take advantage of the enhanced development potential the Plan offers them.

Action: Contact landowners to discuss *Town Expansion* areas.  
Target Date: 2014  
Responsible Entities: Town Council and Planning Commission  
Cost/Funding: Not significant.  
Resources: Master Plan and Park County Map Server, [mapserver.parkcounty.us](http://mapserver.parkcounty.us)

12. Annexation Options for New Development: The Town should annex the land or obtain the landowner's written agreement consenting to future annexation whenever extending its water service or sewer service beyond the town limits. Providing water and/or sewer service improves a property's development potential and value. Without annexing, the Town has no control of development on its borders and the Town loses out on property and sales tax revenues. While immediate annexation is not always necessary, the Town should always obtain the landowner's consent to future annexation in exchange for providing water and sewer service outside the town limits. The Town's attorney can prepare a standard annexation consent agreement possibly modeled after one used by the City of Cody.

Action: Prepare standard annexation consent agreement.  
Target Date: 2015  
Responsible Entities: Town Council, Planning Commission and Town Attorney.  
Cost/Funding: Small expense for agreement preparation.  
Resources: Example—City of Cody Community Development Department's standard annexation consent agreement.

13. Achieve a Higher Level of Property Maintenance: The Town should take the lead in ensuring that properties are better maintained in Meeteetse. The unused and lightly maintained buildings in the business district have been widely recognized as harmful to Meeteetse's image. Other properties, including residential properties, are under-maintained and detract from the quality of their neighborhoods. While the community at large needs to be involved in improving this situation, the Town government should lead the effort.

The Town has adopted two ordinances that can be used to compel improvement of poorly maintained properties. These are the Uniform Code for the Abatement of Dangerous Buildings (Section 5-22.3 of the Town Code) and the Town's Nuisance Ordinance (Chapter 10 of the Town Code). These ordinances should be reviewed and amended as necessary to make them more effective.

The Town may improve property maintenance through means other than legal measures. Such other steps could include: an informational campaign that makes property owners aware of their responsibilities; assisting with property clean-ups; seeking mediated solutions larger, more complex problems; and helping organize volunteers that could assist the elderly and others who have difficulty maintaining their properties.

Action: Take the lead in addressing property maintenance.  
Target Date: On-going.  
Responsible Entities: Town Council, Town Staff, Town Attorney and Business Owners.  
Cost/Funding: Not significant.  
Resources: Wyoming Association of Municipalities for examples of what other towns are doing with property maintenance.

14. Focus Economic Development Priority on Existing Businesses: In its economic development efforts, the Meeteetse community should place its first priority on retaining and growing the businesses that are presently in Meeteetse. The Town government and other entities involved in economic development should constantly see what they can do to help the existing businesses stay and grow in Meeteetse. The businesses that are already in town are the best prospects for adding jobs and increasing economic activity.

This is not to say new businesses should never be a focus of economic development efforts. There may be opportunities to attract and recruit new business to Meeteetse. The Wyoming Business Council has identified "target industries" for Park County that are considered the best prospects to attract to the region<sup>11</sup>. These include knowledge-based operations as well as businesses involved in outdoor recreation products, creative arts, western arts, and home furnishings. The point is that economic development efforts will be most productive when existing businesses are the top priority.

Action: Focus economic development priority on existing businesses.  
Target Date: 2014  
Responsible Entities: Town Council, Town Staff and Business Owners.  
Cost/Funding: Not significant.  
Resources: Wyoming Business Council

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<sup>11</sup> See "Primary Target Industries: Wyoming Zone 4 – Big Horn (western) and Park Counties," prepared for Wyoming Business Council by The Wadley-Donovan Group, April 2005.



15. Promote Historic Preservation: The Town should expand on its historic preservation efforts by appointing a Meeteetse Historic Preservation Commission that would help encourage preservation of historic buildings.

Recently, the Town assisted in obtaining an architectural review of the historic Mercantile Building that assessed the building's condition and recommended stabilization measures. The building is eligible for placement on the National Register of Historic Places. (The First National Bank building is the only Meeteetse building currently on the Register.) To make more progress on historic preservation, the Town should continue working with other building owners, as it has done with the Mercantile Building, assisting them in preserving the historic architectural heritage of their buildings.

To go a step further, the Town should appoint a Meeteetse Historic Preservation Commission and ask the members to work on updating Meeteetse's historic structures inventory. The inventory evaluates the historical significance of structures in the community and is a starting point for local historic preservation efforts. Funding from the State Historic Preservation Office may be available to the Town for this purpose. This Commission could work with the Park County Historic Preservation Commission to accomplish this task. Subsequently, Meeteetse's Commission could explore additional programs, activities, and funding resources that could help preserve the town's historic architecture.

Action: Establish Meeteetse Historic Preservation Commission.  
Target Date: 2015.  
Responsible Entities: Town Council.  
Cost/Funding: Not significant.  
Resources: Wyoming Historic Preservation Office's sample ordinance creating town historic preservation commission - <http://wyoshpo.state.wy.us/pdf/AttachmentB.pdf>;

16. Use the Master Plan: To implement the Master Plan, the plan must be used in decision making regarding development and infrastructure projects. Whenever the Town needs to make such a decision, the Master Plan should be reviewed for guidance. Each development or infrastructure proposal should be evaluated using the Master Plan's vision, goals, policies and actions as well as the Future Land Use Plan.

Action: Use Master Plan as a guide in making development decisions.  
Target Date: On-going  
Responsible Entities: Town Council, Planning Commission, Town Staff, Business Owners and Town Citizens.  
Cost/Funding: None.  
Resources: 2014 Master Plan.