

**Planning & Zoning Commission Meeting**  
**December 9, 2025**  
**Niobrara County, WY**

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Chairman James Kruse called the meeting to order at 2:28 p.m. on December 9, 2025.

Roll call was taken, and members present were Sena Pearson, Brian Zerbe, Marilyn Nelson, Heather Irvine-Goddard, and James Kruse. County Clerk Becky L. Freeman was also in attendance.

Agenda- Marilyn moved to approve the December 9, 2025, agenda. Sena seconded, and the motion carried.

Minutes- Heather moved to approve the minutes of October 14, 2025, meeting with minor grammatical changes. Sena seconded, and the motion carried.

James opened the floor to public comments and there were none.

There were no scheduled meetings.

Old Business- James gave a review of the Oct. 27th and November 10<sup>th</sup> work sessions. The Commission is conducting a second review of the draft planning and zoning manual and once completed, they will send it for legal review to ensure everything agrees with the Land Use Plan and that the document is consistent throughout. They have reviewed titles one through four. There was no action taken at either work session.

New Business-

2026 Meeting Dates and Times- James sent out a draft of meeting dates for 2026. He noted that the bylaws state that Planning and Zoning Commission shall meet monthly on the second Tuesday and at such other times as necessary to conduct its business. The by-laws also say that all items to be placed on the agenda shall be approved by the Chairman and shall be given to him for approval at least ten (10) days prior to the meeting.

The group held discussions about more guidance on work session meetings and keeping minutes.

Marilyn moved to include the members present in Chairman Kruse's recap of work sessions. Heather seconded, discussion- Heather asked if this was specific to the planning and zoning draft manual or all planning and zoning meetings. Marilyn suggested all work sessions. Sena suggested adding the beginning and ending times of work sessions. All were in favor, and the motion carried.

Heather moved to publish the work session agenda to include specific topics of discussion but not limited to only those topics. Sena seconded, and the motion carried. A record keeper for the topics to be discussed during the work sessions is to be selected by commission members in attendance.

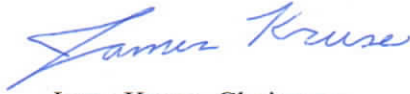
January Work Session- Marilyn moved to set the primary work session date for January 5<sup>th</sup>, 2026, from 8:30 a.m. to 12:30 p.m. with a backup day scheduled for January 12<sup>th</sup>, 2026, from 8:30 a.m. to 12:30 p.m. Heather seconded, and the motion carried. Proposed topics of discussion to include, but not limited to, are the Title V Alternative Energy through VI Animal Feeding Operations.

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There being no further business, the meeting adjourned at 2:51 p.m.

NIOBRARA COUNTY PLANNING AND ZONING COMMISSION



Jame Kruse, Chairman

Attest:



Becky L. Freeman, Clerk to the Planning & Zoning Board