



CITY OF GILLETTE

Development Services Department
Planning Division
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Certified Mail

September 4, 2015

Campbell County Board of Commissioners
500 South Gillette Avenue, Suite 1500
Gillette, WY 82716

Re: Annexation Report for the Kintz Addition

Dear Property Owner,

The City of Gillette has received your Petition to Annex and Petition to Zone. The proposed annexation consists of 2.81 acres and is immediately adjacent to the current City corporate boundary.

The Certification of Determination of Substantial Compliance of the Annexation Petition has been signed by the City Clerk as required by State Statutes. The certification indicates that the Annexation Petition substantially complies with Wyoming Statutes 15-1-401 through 15-1-423.

The Annexation Petition has been reviewed by City Staff and is to be reviewed by the Planning Commission prior to being forwarded to City Council for their review and action. The following report will explain the terms and conditions of the annexation and what types of services will be provided to you by the City. This Annexation Report will address the basic and customary services to be provided to you and a general time frame for receipt of these services. The plat map of the area that is being considered for annexation is attached to this report for your review.

It is our goal to provide you with efficient and high quality services and facilities, as well as ensure the health, safety, and well being of the citizens of Gillette. We look forward to working with you and answering any questions you may have regarding the annexation process.

ANNEXATION REPORT

STREET OWNERSHIP AND MAINTENANCE

The property you desire to annex has street frontage along First Street. Any new access points will need to be reviewed and approved prior to construction. The City currently maintains First Street. Be advised that the costs for any internal streets proposed for any future development are the responsibility of the landowner or developer.

WATER SERVICE

City water service is available to your property. Your desire to connect to the City water system will be approved once the Permit to Construct has been approved by City Engineering. All necessary extensions of water will be governed by City Subdivision Regulations and City Design and Construction Standards. Costs for the extension of water mains and service lines are the responsibility of the landowner or developer. A Permit to Construct from Engineering is necessary to obtain City water service. Any existing wells may be used for irrigation purposes only and may not be connected to the City of Gillette water distribution system.

SANITARY SEWER SERVICE

City sewer is currently available to your property. Costs for any extension of sewer are the responsibility of the landowner or developer. All lots developed in the City are required to connect to the City sewer. City Engineering will have to approve the Permit to Construct prior to your property connecting to City sanitary sewer service. Any existing septic systems will need to be abandoned in accordance with Department of Environmental Quality (DEQ) standards.

ELECTRICAL SERVICE

Upon annexation, the City will be the electrical service provider for your property. The City will work with Powder River Energy for any necessary conversions. The installation of any electrical infrastructure required in support of development will be the responsibility of the landowner or developer. The installation is to be completed according to the electrical extension and development policies of the City.

SOLID WASTE COLLECTION

Upon annexation, City ordinances require that all residential customers use City service, while commercial customers have the choice to use either City service or that of a private provider.

SERVICE COSTS AND BILLING

Upon annexation, you will be billed for City services at the same rate and classification as other comparable in-city customers. Rates are set by the City Council and are subject to change. Any future increases to current costs will be the same for you as it will be for any other comparable City customer.

POLICE PROTECTION

All standard Police services will be provided. These include regular patrol, traffic enforcement, accident assistance and investigation, and animal control activities. These services will begin on the effective date of the annexation.

CODE ENFORCEMENT

Upon annexation, you will be covered by the various City Codes and requirements adopted by the City. All construction activities commenced after annexation will be subject to the Building Codes and Ordinances in effect at the time of application for a building permit. Other Ordinances concerning junk, weeds, and general nuisances will be enforced after annexation, where and if necessary.

ZONING CLASSIFICATION

The land area covered by this annexation is proposed to be zoned C-O, Office and Institution District. City Council will make the final determination of the zoning district at the time of annexation.

SUBDIVISION REGULATIONS

Any future platting of this land shall be in compliance with the current adopted Subdivision Regulations of the City of Gillette. Any new development will also need to comply with all City standards.

PROPERTY TAXES

The only additional tax resulting from your annexation is an additional 8 mills (\$8.00 per \$1,000 of assessed value) collected by the City for General Operation of the City. The County Tax Assessor's Office is responsible for establishing the classification of property, assessed value and the assessment rate. For more information or a tax estimate, please contact the Campbell County Assessor's Office.

CITY REPRESENTATION AND VOTING

Upon annexation, Ward 1 City Council members will represent the land area. Currently, Mr. Kevin McGrath and Mr. Dan Barks represent Ward 1 on City Council.

PARK LAND

All parkland dedication is governed by the City of Gillette Subdivision Regulations. The parkland fee and dedication is exempt in commercial zoning districts. There is no parkland fee or dedication associated with the subject property.

CITY INVESTMENT IN SUPPORT OF ANNEXATION

There is no significant City investment required in support of this annexation.

SUMMARY OF ANNEXATION

The City has received a Petition to Annex 2.81 acres of land from the sole property owner. The property is located north of Second Street, south of First Street, and west of Rohan Avenue. The property is currently vacant. The owner, Campbell County Board of Commissioners, plans to expand the Rockpile Museum located to the south onto this property. The landowner is requesting zoning of C-O, Office and Institution District, with the annexation. A map of the area has been attached as Exhibit "A".

This area is a logical extension of the City limits and property is serviceable by City water, sanitary sewer, and electrical service. The Comprehensive Plan envisions future land use as Public Facilities. There is no significant City investment required in support of this annexation.

Once again, I would like to welcome you to the City of Gillette. I also look forward to working with you and providing quality services and facilities. Should you need assistance or have questions during the annexation process, please feel free to contact the Development Services Department – Planning Division at 307-686-5281.

Sincerely,

Dustin Hamilton, P.E.
Development Services, Director

Attachments: Exhibit "A"- Annexation Plat
Public Hearing Notice
General Map