

CALL TO ORDER

APPROVAL OF MINUTES	1. Pre-Meeting Workshop Minutes - May 23, 2017 Regular Meeting Minutes - May 23, 2017
CASE NO. 17.021SFPM	Final Plat – Dave Bundy Addition
CASE NO. 17.022Z	Zoning Map Amendment – Portion of Lot 1, Block 5, Northside Addition
CASE NO. 17.023SFPM	Final Plat – Betcher Subdivision
CASE NO. 17.024ZA	Zoning Text Amendment – Storage in M-H Zoning Districts
OLD BUSINESS	
NEW BUSINESS	
DIRECTOR'S REPORT	
ADJOURNMENT	
	CHAIRMAN Clark Sanders VICE-CHAIRMAN

Jennifer Thomas BOARD MEMBERS





DATE: 6/13/2017 7:00:00 PM

CASE NUMBER AND TITLE:

Pre-Meeting Workshop Minutes - May 23, 2017 Regular Meeting Minutes - May 23, 2017

APPLICANT/OWNER:

AGENT:

CASE SUMMARY:

CASE BACKGROUND:

CASE REQUIREMENTS:

STAFF RECOMMENDATION:

CASE MANAGER:

TENTATIVE CITY COUNCIL DATE:

ATTACHMENTS:

Click to download

Workshop Minutes

MInutes

CITY PLANNING COMMISSION MINUTES OF THE PRE-MEETING WORKSHOP ENGINEERING CONFERENCE ROOM – CITY HALL May 23, 2017 – 6:45 p.m.

The May 23, 2017, Pre-Meeting Workshop of the City of Gillette Planning Commission convened at 6:45 p.m. in the Engineering Conference Room, located on the second floor of City Hall. Planning Commission Members present were Chairman Clark Sanders, Jim Nielsen, and Cindy Reardon. Those present from the City of Gillette were Michael Cole, Planning Manager; Natalie Buchwald, Planner; and Jill McCarty, Administrative Assistant.

Discussion was held on the case to be presented at the regular meeting to follow.

The Pre-Meeting Workshop adjourned at 6:59 p.m.

Minutes taken and prepared by:

Jill McCarty Administrative Assistant

CITY OF GILLETTE PLANNING COMMISSION MINUTES OF THE REGULAR MEETING City Council Chambers ~ City Hall May 23, 2017 ~ 7:00 p.m.

<u>PRESENT</u> Commission Members Present: Chairman Clark Sanders, Vice-Chair Jennifer Thomas, Cindy Reardon, and Jim Nielsen.

Commission Members Absent: Todd Mattson and Brenda Green.

Staff Present: Mike Cole, Planning Manager, Natalie Buchwald, Planner, and Jill McCarty, Administrative Assistant.

<u>CALL TO ORDER</u> Chairman Sanders called the meeting to order at 7:04 p.m.

<u>APPROVAL OF THE</u> <u>MINUTES</u> A motion was made by Jim Nielsen and seconded by Cindy Reardon to approve the Pre-Meeting Workshop and Regular Meeting Minutes of the City Planning Commission Meeting of May 9, 2017. Motion carried 4/0.

OLD BUSINESS

Meadows Ph. I

<u>17.011Z-ZONING MAP</u> <u>AMENDMENT-Portion</u> of Tract D, Ash Cindy Reardon made a motion to remove case 17.011Z from the table. Jim Nielsen seconded the motion.

There being no questions or comments, a vote was taken on the motion. Motion carried 4/0.

Natalie Buchwald presented Case No. 17.011Z.

The applicant has given the City of Gillette a written request to withdraw the application for the Zoning Map Amendment.

The City of Gillette has received a separate zoning text amendment from the applicant to allow for parking and storage of vehicles in a M-H Mobile Home District. This request is scheduled to be reviewed at the June 13, 2017, Planning Commission meeting.

Cindy Reardon made a motion to consider the applicant's request to withdraw said case from further consideration. Jim Nielsen seconded the motion. Motion carried 4/0.

<u>NEW BUSINESS</u> Planning Manager Mike Cole said there would be four new cases at the next Planning Commission on June 13, 2017. Mike also let the Commission know this was his last Planning Commission meeting as he will be the new City of Gillette Utilities Director. As well, Chairman Sanders was thanked for his service on the Planning Commission, as this was his last meeting before taking a new position at the City.

<u>ADJOURNMENT</u> The meeting adjourned at 7:08 p.m.

Minutes taken and prepared by Jill McCarty, Administrative Assistant.

CITY OF GILLETTE PLANNING COMMISSION Minutes of the Regular Meeting of May 23, 2017



DATE: 6/13/2017 7:00:00 PM

CASE NUMBER AND TITLE:

17.021SFPM Final Plat – Dave Bundy Addition

APPLICANT/OWNER:

Dave Bundy

AGENT:

Doyle Surveying

CASE SUMMARY:

The owner is proposing to consolidate his various, adjacent properties into a single lot referred to as Lot 1 of the Dave Bundy Addition.

CASE BACKGROUND:

Mr. Bundy owns several properties located at the end of East Lincoln Street in both the Northside Addition and the Bundy Addition. Mr. Bundy's home is located on Lot 3, Tract A of the Bundy Addition. Recently Mr. Bundy proposed to build a shop on the parcel he owns adjacent to his home known as Lot 12, Block 4 of the Northside Addition. Previously this property was zoned as R-2, Single and Two Family Residential. His intended construction was not permitted in the R-2 zoning district. Mr. Bundy then proposed to rezone his property to A, Agricultural. During the Planning Commission meeting held on April 25, 2017, the Planning Commission approved the zoning change request from R-2 to A, Agricultural zoning district. On June 6, 2017, the City Council approved the zoning map amendment.

Along with the aforementioned properties the property directly south of Lot 3, Tract A of the Bundy Addition, known as Lot 2, Tract A of the Bundy Addition, will be included in this resubdivision. Also included is a 60.5' portion of Lot 1, Block 5 of the Northside Addition. The total acreage for the newly proposed subdivision is 3.39 acres. The entire area is currently zoned A, Agricultural with the exception of the 60.5' portion of Lot 1, Block 5 of the Northside Addition. That area is proposed to be rezoned from M-H, Mobile Home zoning district to A, Agricultural zoning district and will be heard by the Planning Commission tonight.

Mr. Bundy's existing access to his property will remain as is. This resubdivision is for ownership purposes only. All improvements to the property will require permitting approval and coordination with the City of Gillette.

CASE REQUIREMENTS:

. . . .

1. All comments and concerns will be addressed in ePlans prior to submitting the Final Plat for signatures.

2. The Planning Division will need a Consent to Subdivide before recording the final mylar with the Campbell County Clerk.

STAFF RECOMMENDATION:

Staff recommends approval, subject to all Planning Requirements.

CASE MANAGER:

Natalie Buchwald, Planner

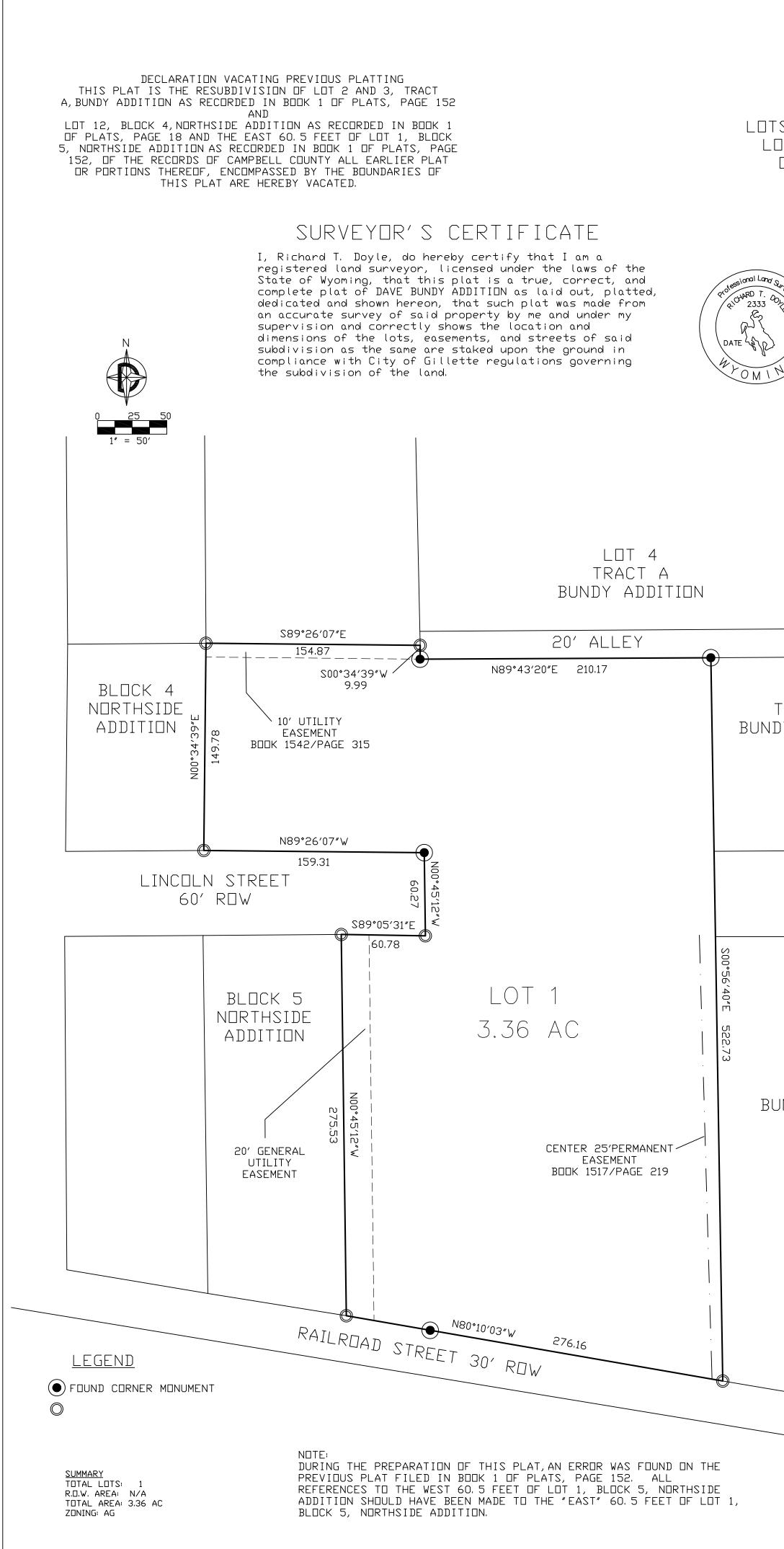
TENTATIVE CITY COUNCIL DATE:

ATTACHMENTS:

Click to download

District Institution Institution

Aerial & Vicinity



FINAL PLAT Dave Bundy Addition

A RESUBDIVISION OF LOTS 2 AND 3, TRACT A, BUNDY ADDITION AND LOT 12, BLOCK 4, AND THE EAST 60.5 FEET OF LOT 1, BLOCK 5 NORTHSIDE ADDITION CITY OF GILLETTE, WYOMING

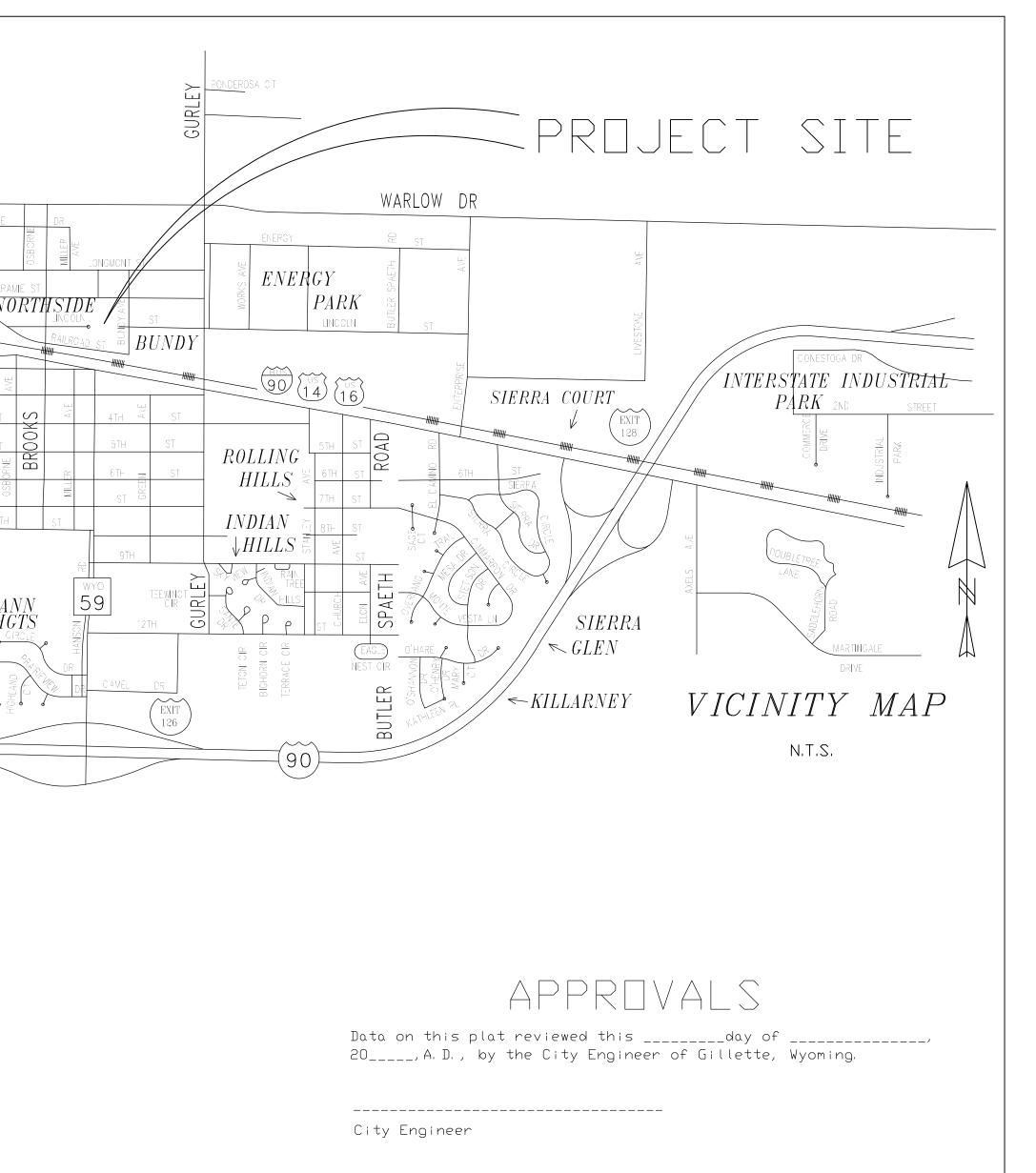
Surveyo DOILE NG		DEDICATION Know all men by these presents that the undersigned DAVID M. BUNDY, being the owners, proprietors, or parties of interest in the land shown on this plat, do hereby certify,	Image: Second	AVE CANN
		The above and foregoing DAVE BUNDY ADDITION being more particularly described as follows: LOTS 2 AND 3, TRACT A, BUNDY ADDITION AND THE EAST 60.5 FEET OF LOT 1, BLOCK 5, NORTHSIDE ADDTION AS PLATTED IN BOOK 1 OF PLATS, PAGE 152 AND LOT 12, BLOCK 4, NORTHSIDE ADDITION AS PLATTED IN BOOK 1 OF PLATS, PAGE 18, CITY OF GILLETTE, WYOMING Said tract of land contains 3.36 acres, more or less, subject to all rights, restrictions and/or easements of sight and record, and as appears on this plat, is made	12TF ST HOG EYE DR LT IN FLYING SAUCK EIAND AS SAUD PROCK EIAND SAUD PROCK EIAND	HGTS CRUISE IN HIGHT AND HIGHT AND
LOT 5 TRACT A DY ADDITION		with the free consent, and in accordance with the desires of the undersigned owners and proprietors, and that this is a correct plat of the area as it is divided in lots, blocks, streets and easements, and That the undersigned owners and proprietors of the land shown and described on this plat do hereby dedicate to the City of Gillette for perpetual public use all streets, alleys, easements and other lands within the boundary lines of the plat as indicated and not already otherwise dedicated for public use. Utility easements as designated on this plat are hereby dedicated to the City of Gillette for perpetual public use for installing, repairing, replacing and maintaining water lines, sewers, gas lines, electrical lines, telephone lines, cable TV lines and the forms and types of public utilities now or hereafter generally utilized by the public.		
		All rights under and by virtue of the homestead exemption laws of the State of Wyoming are hereby waived and released. Executed this day of, A. D., 20 Dwner: DAVID M. BUNDY DAVID M. BUNDY		
LOT 1 TRACT A UNDY ADDITION	BUNDY AVENUE 60' RDW	STATE OF WYOMING)) ss COUNTY OF CAMPBELL) The foregoing instrument was acknowledged before me day of, A. D., 20, by DAN as a free and voluntary act and deed. Witness my hand and official seal. Notary Public		
			record in the office o'clock, m, ,	
		and is duly recorded	d in Book, Pag	e No,,

County Clerk

MEADOW ⊶

(14)(16) 59

HILLS 🕳



This plat approved by the City of Gillette Planning Commission this _____day of _____, A. D.

-----Chairman

Secretary

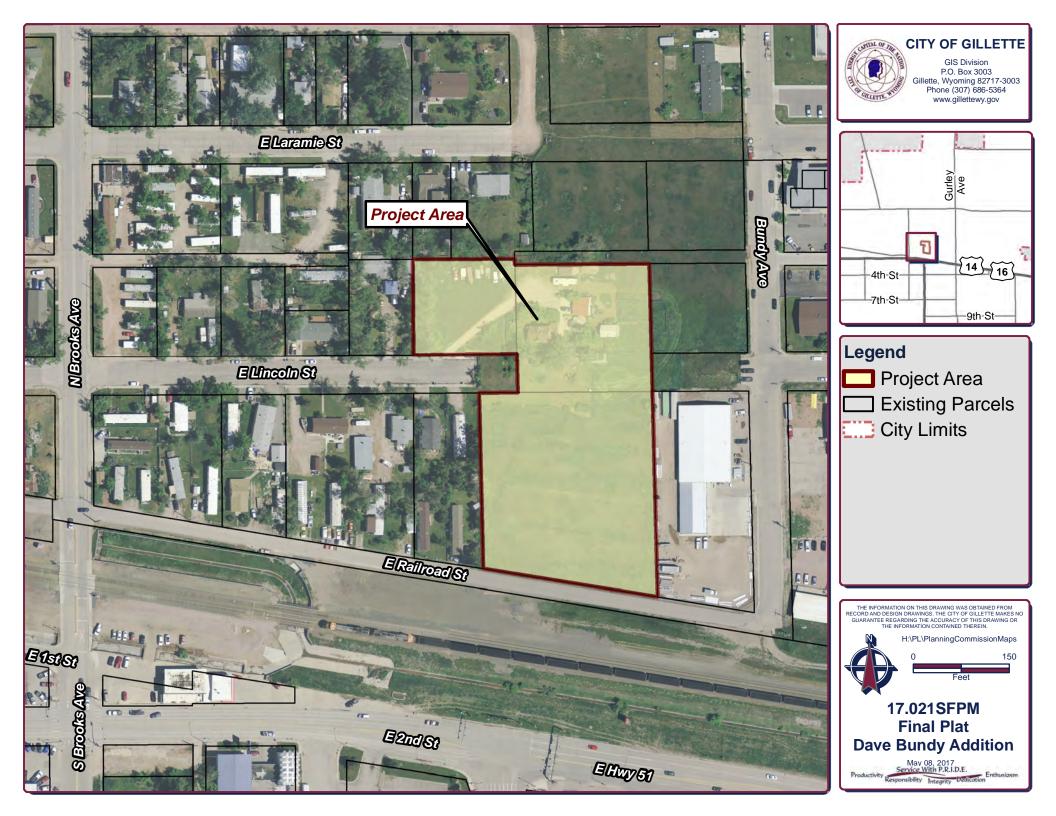
Approved by the City Council of the City of Gillette, Wyoming this _____day of _____, A. D.

Mayor

City Clerk

FINAL	PLAT	
DAVE BUNDY GILLETTE,		
PREPARED FOR: DAVE BUNDY 800 E LINCOLN ST GILLETTE, WY 82716	PREPARED BY: DOYLE SURVEYII 801 E. Fourth Suite 15 Gillette, WY 82 PH: (307) 686-	St. 2716
DATE OF PREPARATION: API	RIL, 2017	SHT 1 DF 1

Clerk and ___, 20___,





DATE: 6/13/2017 7:00:00 PM

CASE NUMBER AND TITLE:

17.022Z Zoning Map Amendment - Portion of Lot 1, Block 5, Northside Addition

APPLICANT/OWNER:

Dave Bundy

AGENT:

Doyle Surveying

CASE SUMMARY:

The owner is proposing to rezone a portion of his property known as the east 60.5' of Lot 1, Block 5, Northside Addition.

CASE BACKGROUND:

The owner, Mr. Bundy, is proposing to rezone a portion of his property from M-H, Mobile Home zoning district to A, Agricultural zoning district. The 60.5-foot portion of land was originally zoned M-H, Mobile Home zoning district as a part of the Lot 1, Block 5, Northside Addition zoning. Lot 1, Block 5 of the Northside Addition was established in 1920. In the time since then Mr. Bundy has acquired the east 60.5' portion of Lot 1, Block 5, Northside Addition, this portion of the lot has never been developed. Mr. Bundy is proposing to consolidate his various, adjacent properties into one (1) lot as proposed in a previous case heard by the Planning Commission this evening, case number 17.021SFP. In order to establish the same zoning district across the entire proposed Lot 1 of the Dave Bundy Addition Mr. Bundy is proposing this zoning map amendment. During the Planning Commission meeting held on April 25, 2017, the Planning Commission approved the zoning change request from R-2 to A, Agricultural zoning district for another lot owned by Mr. Bundy known as Lot 12, Block 4 of the Northside Addition which is part of the proposed Dave Bundy Addition. On June 6, 2017, the City Council approved that zoning map amendment. Currently all other property owned by Mr. Bundy in the area is zoned as A, Agricultural.

CASE REQUIREMENTS:

1. The zoning will not take effect until the subdivision plat has been recorded.

STAFF RECOMMENDATION:

Staff recommends approval, subject to all Planning Requirements.

CASE MANAGER:

Natalie Buchwald, Planner

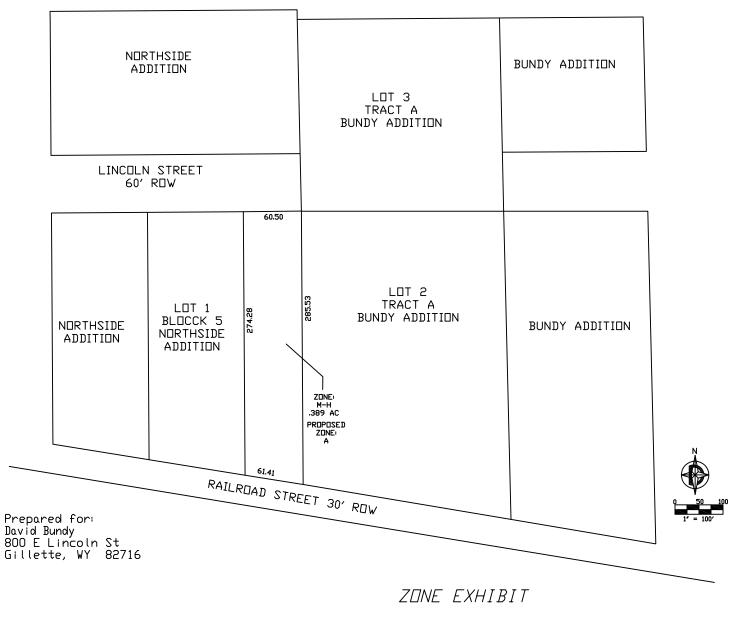
TENTATIVE CITY COUNCIL DATE:

ATTACHMENTS:

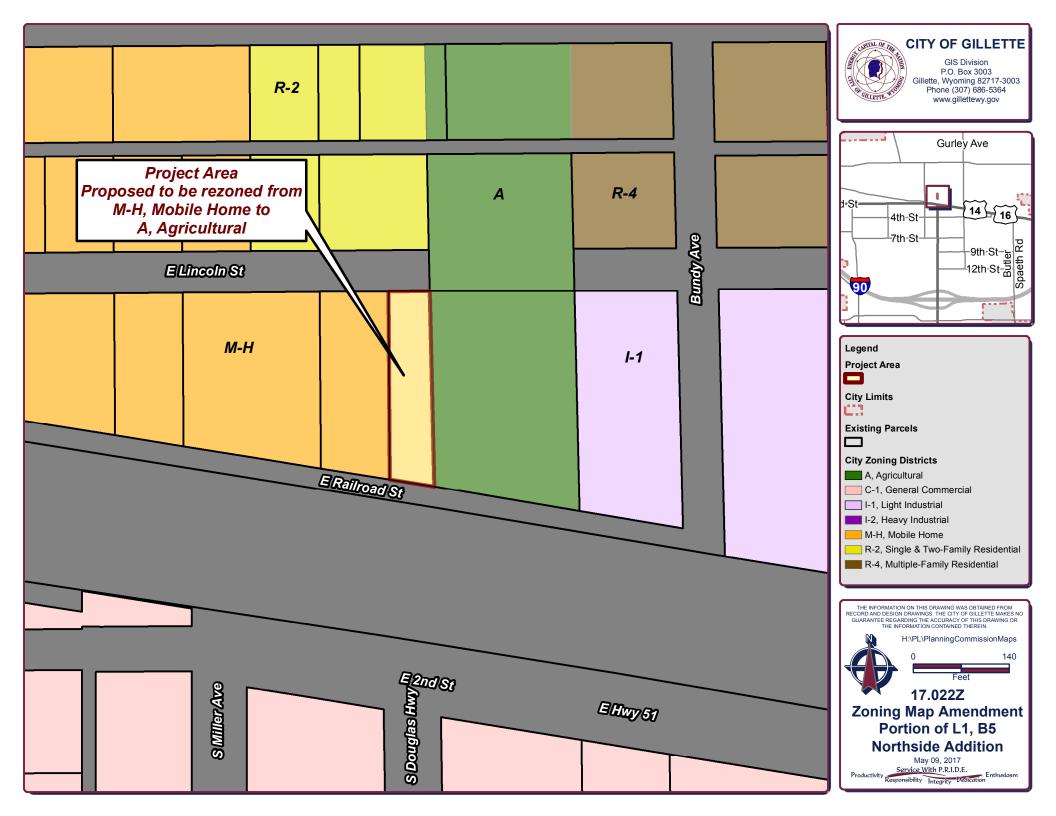
Click to download

Displayed Plat

Aerial & Vicinity



Prepared by: DDYLE SURVEYING INC 801 E 4TH ST		WEST 60.5 FEET OF LOT 1, BLOCK 5
Suite. 15 Gillette, WY 82716 PH: (307)686-2410	Prepared 05/02/17 REVISED 05/09/17	NORTHSIDE ADDITION CITY OF GILLETTE, WYOMING





DATE: 6/13/2017 7:00:00 PM

CASE NUMBER AND TITLE:

17.023SFPM

Final Plat - Betcher Subdivision

APPLICANT/OWNER:

Curtis Betcher and five other owners

AGENT:

Doyle Surveying

CASE SUMMARY:

The applicant is proposing to subdivide a previously unplatted piece of land in anticipation of future development.

CASE BACKGROUND:

In 2015 Mr. Betcher's property was annexed into the City of Gillette. The lot is currently undeveloped. In fall of 2016 Mr. Betcher proposed the Betcher Subdivision. That subdivision consisted of two (2) lots, Lots 1 and 2. That subdivision plat was approved by the Planning Commission on August 23, 2016, and then by resolution by the City Council on September 6, 2016. However, the Planning Division received a letter from Mr. Betcher requesting to repeal the previously approved Resolution 2580 so that he may propose a new lot layout. That repeal request will be heard by the City Council at a future meeting.

Mr. Betcher is proposing to establish two (2) lots and one (1) tract as part of the Betcher Subdivision. The proposed lot lines match the zoning designations established by the Betcher Annexation. Lot 1 being zoned as C-3, Business/Services zoning district while Lot 2 is zoned as I-1, Light Industrial zoning district. The newly established tract, Tract A, will also be zoned as I-1, Light Industrial but will be dedicated and deeded to the City for drainage as it is primarily covered by a large detention cell. A portion of Lot 1 will also contain a Drainage Easement. Access to Lot 1 will be from Shoshone Avenue while access to Lot 2 will be from the proposed forty foot (40') Access and General Utility Easement running along South Butler Spaeth Road, or from the existing access to the property to the south through a shared access easement established in the future. Utilities are available from both Shoshone Avenue and South Butler Spaeth Road. Currently the proposed subdivision is for ownership purposes only in anticipation of future development.

CASE REQUIREMENTS:

1. All comments and concerns will be addressed in ePlans prior to submitting the Final Plat for signatures.

2. The Planning Division will need both a Deed and Statement of Consideration for the transfer of ownership of Tract A to the City of Gillette to be recorded with the plat.

STAFF RECOMMENDATION:

Staff recommends approval, subject to all Planning Requirements.

CASE MANAGER:

Natalie Buchwald, Planner

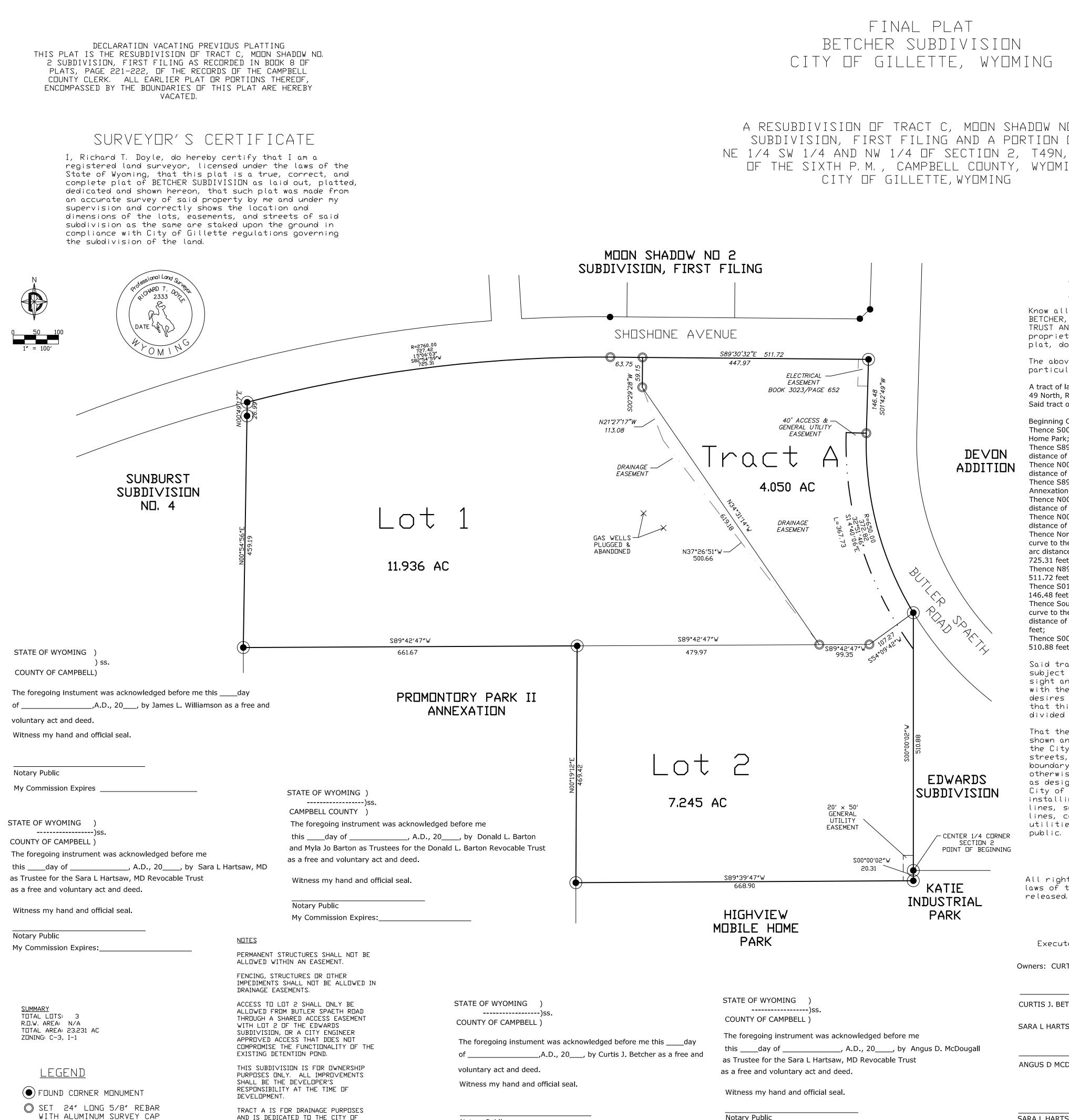
TENTATIVE CITY COUNCIL DATE:

ATTACHMENTS:

Click to download

 Plat

 Exhibit



Notary Public My Commission Expires

GILLETTE FOR OWNERSHIP AND

MAINTENANCE.

MARKED "RLS 2333"

BETCHER SUBDIVISION CITY OF GILLETTE, WYOMING

A RESUBDIVISION OF TRACT C, MOON SHADOW NO 2 SUBDIVISION, FIRST FILING AND A PORTION OF NE 1/4 SW 1/4 AND NW 1/4 OF SECTION 2, T49N, R72W OF THE SIXTH P. M., CAMPBELL COUNTY, WYOMING

Notary Public My Commission Expires:

DEDICATION

Know all men by these presents that the undersigned CURTIS J. BETCHER, JAMES L. WILLIAMSON, SARA L. HARTSAW, MD REVOCABLE TRUST AND DONALD L. BARTON REVOCABLE TRUST being the owners, proprietors, or parties of interest in the land shown on this plat, do hereby certify,

The above and foregoing BETCHER SUBDIVISION being more particularly described as follows:

A tract of land being situated in the NE1/4 SW1/4 and the NW1/4 of Section 2, Township 49 North, Range 72 West of the Sixth Principal Meridian, Campbell County, Wyoming. Said tract of land being described more particularly as follows:

Beginning Center one quarter section corner of said Section 2; Thence S00°00'02"W a distance of 20.31 feet to the North boundary of Highview Mobile Home Park;

distance of 668.90 feet;

distance of 469.42 feet; Thence S89°42'47"W along the said North boundary of the Promontory Park II

Annexation a distance of 661.67 feet; Thence N00°54'56"E along the said East boundary of Sunburst Subdivision No. 4 a distance of 459.19 feet;

Thence N00°49'17"E along the said East boundary of Sunburst Subdivision No. 4 a distance of 26.99 feet to the South right of way of Shoshone Avenue; Thence Northeasterly along the said South right of way of Shoshone Avenue along a curve to the right through a central angle of 15°06'03" with a radius of 2760.00 feet an arc distance of 727.42 feet and with a chord that bears N82°54'59"E a chord distance of 725.31 feet;

Thence N89°30'32"E along the said South right of way of Shoshone Avenue a distance of 511.72 feet;

Thence S01°42'49W along the West right of way of Butler Spaeth Road a distance of 146.48 feet;

Thence Southeasterly along the said West right of way of Butler Spaeth Road along a curve to the left through a central angle of 32°51'46" with a radius of 650.00 feet an arc distance of 372.82 feet with a chord that bears S14°40'06"E a chord distance of 367.73 feet;

510.88 feet to the POINT OF BEGINNING.

Said tract of land contains 23.231 acres, more or less, subject to all rights, restrictions and/or easements of sight and record, and as appears on this plat, is made with the free consent, and in accordance with the desires of the undersigned owners and proprietors, and that this is a correct plat of the area as it is divided in lots, blocks, streets and easements, and

That the undersigned owners and proprietors of the land shown and described on this plat do hereby dedicate to the City of Gillette for perpetual public use all streets, alleys, easements and other lands within the boundary lines of the plat as indicated and not already otherwise dedicated for public use. Utility easements as designated on this plat are hereby dedicated to the City of Gillette for perpetual public use for installing, repairing, replacing and maintaining water lines, sewers, gas lines, electrical lines, telephone lines, cable TV lines and the forms and types of public utilities now or hereafter generally utilized by the

All rights under and by virtue of the homestead exemption laws of the State of Wyoming are hereby waived and released.

Executed this day of	
----------------------	--

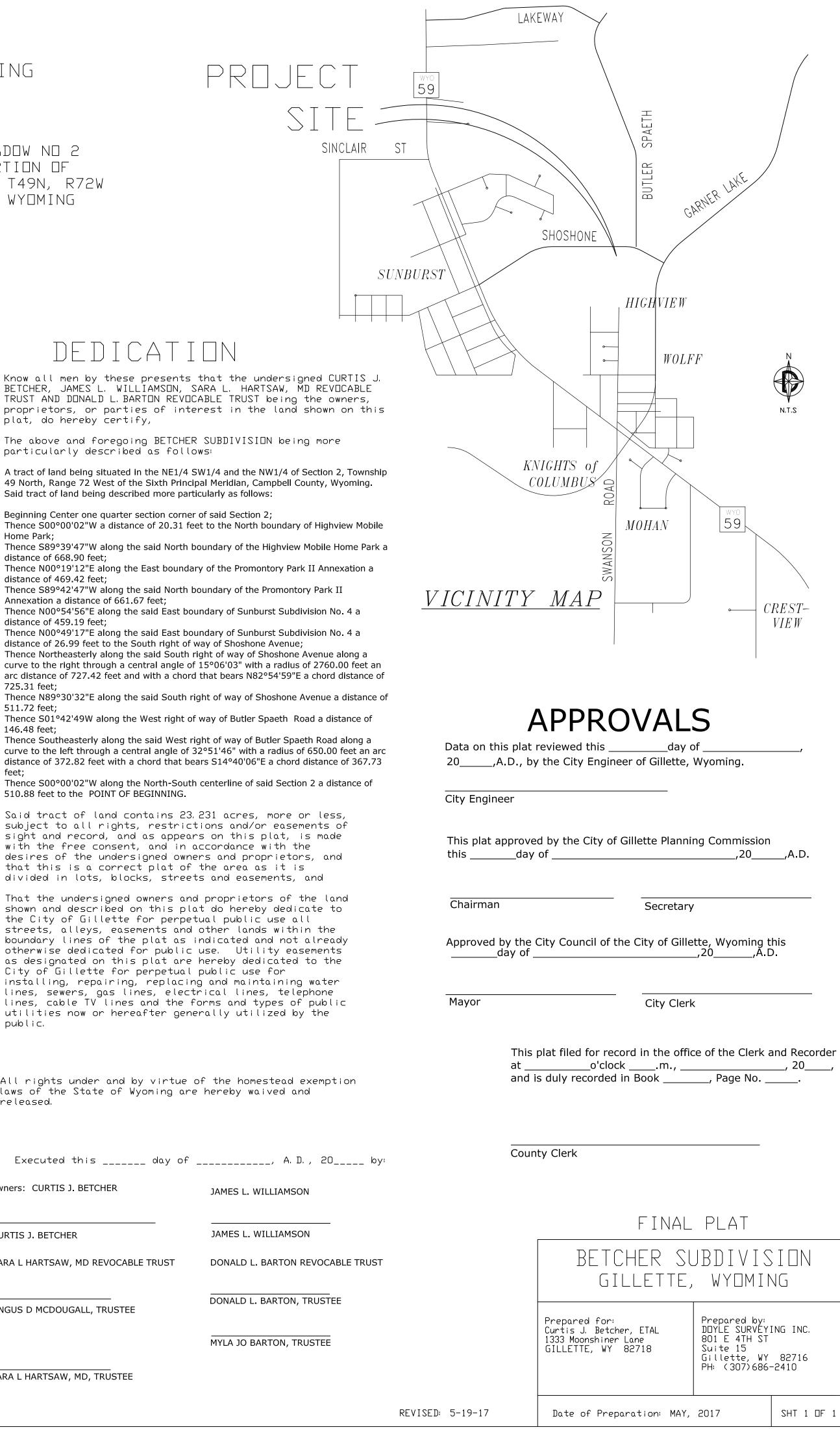
Owners: CURTIS J. BETCHER

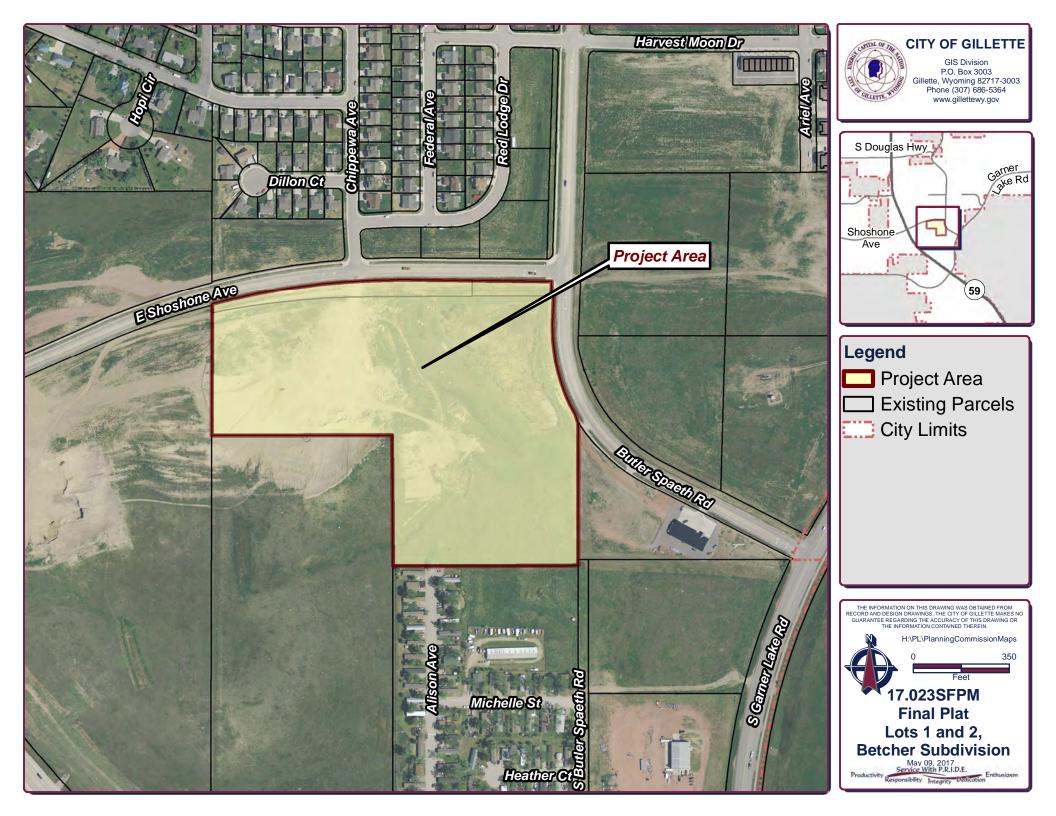
CURTIS J. BETCHER

SARA L HARTSAW, MD REVOCABLE TRUST

ANGUS D MCDOUGALL, TRUSTEE

SARA L HARTSAW, MD, TRUSTEE







DATE: 6/13/2017 7:00:00 PM

CASE NUMBER AND TITLE:

17.024ZA Zoning Text Amendment - Storage in M-H Zoning Districts

APPLICANT/OWNER:

Ash Meadows, LLC

AGENT:

Brett Wolz, P.E.

CASE SUMMARY:

The owner is requesting a zoning text amendment to allow for the parking and storage of personal vehicles and effects in the M-H Mobile Home Zoning District.

CASE BACKGROUND:

Tract D was created as part of the Ash Meadows Subdivision Phase I. Ash Meadows Subdivision Phase I and Phase II were preceded by the approval of a Preliminary Plat. The Preliminary Plat proposed mobile home lots on the entire area including Tract D; Tract D is currently vacant. In 2015 and 2017 the owner proposed to rezone a portion of Tract D from M-H, Mobile Home District to I-1, Light Industrial District. That request was not approved, so the owner is now proposing to allow for the parking and storage of personal vehicles and effects through a zoning text amendment. This zoning text amendment will apply not only to the current case, but allow for the storage of personal vehicles and effects in all M-H Mobile home zoning districts.

City staff supports a zoning text amendment to be included in Section 16.h.(2), which defines the permitted uses in the M-H Mobile Home District, that reads as follows:

(i) off-street parking and storage of personal vehicles and effects.

As well as a definition to be included in Section 16 that reads as follows:

ffff. Off-Street Parking and Storage of Personal Vehicles AND EFFECTS Includes outdoor storage of non-commercial, personally owned vehicles, including Recreational Vehicle(s) and licensed, self propelled motorized units and other licensed units designed for hauling or towing.

Shall also include covered, unwalled, and/or indoor mini storage units, allowing buildings used exclusively for vehicle and personal effects storage, provided building construction and fire

protection is sufficient in accordance with adopted building and fire codes.

Shall allow a small office space limited to 300 sf gross floor area.

Any structures shall meet the requirements of the International Building Code and current Zoning Ordinance.

Shall not exceed more than 20% of the total platted subdivision area and shall not exceed more than 15% of the contiguous district area where multiple subdivisions exist in a single, homogeneous zoning district.

The driving surface shall consist of asphalt or concrete pavement from the public street access to any required parking area for facilities with an office building, or a minimum of seventy-five (75) feet as measured along the centerline of the access driveway from the edge of the paved public street for facilities without an office building.

Type J gravel or recycled pavement materials is acceptable for surfacing of vehicle parking, storage and drive areas not including the required parking area for facilities with an office or the aforementioned 75-ft minimum access driveway area. Scoria surfacing is not allowed.

Screening shall be provided when residential uses are within 100 feet from the "established offstreet parking and storage of personal vehicles and effects" area. Screening shall be at least 6 feet in height. Chain link fencing or chain link fencing with slats shall not be permitted to meet screening requirements in accordance with Section 14 Landscaping and Screening Standards. Screening shall have a minimum opacity of 75%.

CASE REQUIREMENTS:

None

STAFF RECOMMENDATION:

Staff recommends approval, subject to all Planning Requirements.

CASE MANAGER:

Natalie Buchwald

TENTATIVE CITY COUNCIL DATE:

This case is tentatively scheduled to go before City Council on July 5, 2017.

ATTACHMENTS:

Click to download

Draft Ordinance

<u>Exhibit</u>

ORDINANCE NO.

AN ORDINANCE APPROVING AND AUTHORIZING A ZONING TEXT AMENDMENT TO PROVIDE FOR THE PARKING OR STORAGE OF VEHICLES AS A PERMITTED USE WITHIN THE CITY'S M-H, MOBILE HOME DISTRICT, SUBJECT TO ALL PLANNING REQUIREMENTS

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING:

SECTION ONE: Paragraph ffff. shall be added to Section 16. of the Zoning Ordinance of Gillette, Wyoming to read as follows:

ffff. OFF-STREET PARKING AND STORAGE OF PERSONAL VEHICLES AND EFFECTS

Includes outdoor storage of non-commercial, personally owned vehicles, including Recreational Vehicle(s) and licensed, self propelled motorized units and other licensed units designed for hauling or towing.

Shall also include covered, unwalled, and/or indoor mini storage units, allowing buildings used exclusively for vehicle and personal effects storage, provided building construction and fire protection is sufficient in accordance with adopted building and fire codes.

Shall allow a small office space limited to 300 sf gross floor area

Any structures shall meet the requirements of the International Building Code and current Zoning Ordinance.

Shall not exceed more than 20% of the total platted subdivision area and shall not exceed more than 15% of the contiguous district area where multiple subdivisions exist in a single, homogeneous zoning district.

The driving surface shall consist of asphalt or concrete pavement from the public street access to any required parking area for facilities with an office building, or a minimum of seventy-five (75) feet as measured along the centerline of the access driveway from the edge of the paved public street for facilities without an office building. Type J gravel or recycled pavement materials is acceptable for surfacing of vehicle parking, storage and drive areas not including the required parking area for facilities with an office or the aforementioned 75-ft minimum access driveway area. Scoria surfacing is not allowed.

Screening shall be provided when residential uses are within 100 feet from the "established off-street parking and storage of personal vehicles and effects" area. Screening shall be at least 6 feet in height. Chain link fencing or chain link fencing with slats shall not be permitted to meet screening requirements in accordance with Section 14 Landscaping and Screening Standards. Screening shall have a minimum opacity of 75%.

SECTION TWO: Paragraph (i) shall be added to Section 6.h.(2) of the Zoning Ordinance of Gillette, Wyoming to read as follows:

(i) off-street parking and storage of personal vehicles and effects

SECTION THREE. This ordinance shall be in full force and effect on its effective date, ______, 2017.

PASSED, APPROVED AND ADOPTED THIS ____ day of ______, 2017.

Louise Carter-King, Mayor

(S E A L) ATTEST:

Karlene Abelseth, City Clerk

