memo

Sundance Land Use & Planning Committee

To: Mr. Thomas Engelhaupt

From: Amanda Miller

CC: City of Sundance, Randy Stevenson, Lonnie Galloway, Trevor Keyworth

Date: July 29, 2020

Re: Building Application for 117 Hi-Mile Road, Sundance, WY

Mr. Engelhaupt,

Thank you for submitting an application to develop your property along Hi-Mile Road. The application as submitted falls within the current city setbacks and therefore, the Land Use Committee has recommended approval to the City Council. In the application, you have mentioned that you intend to build on this slab in the future. With that understanding, the LUP would like to be sure that you include the following ordinances into your future plans.

1. If this concrete pad were later developed into a building, it would be considered the primary structure on the property. This means that any additional structures would be considered "accessory buildings" and would need to meet the criteria in Section 803:
    a. Shall not exceed 18' in height
    b. Shall not exceed 1000 SF or 75% of primary structure footprint
    c. Shall be located in rear or side yard of property.

    For example, if this concrete pad were later used as the slab of a garage, a future house or residential structure would have to meet the "accessory building" requirements if it were not attached to the garage.

If you have any questions or would like to discuss further, please feel free to submit them via email or attend a future Land Use meeting.

This is not intended to discourage any future development or plans you may have on this property, merely make you aware of the current City Ordinances to include in your future plans.

Again, thank you for submitting an application; we look forward to seeing the results.

Regards,

Amanda Miller

Land Use Committee Meeting
July 29, 2020

Members Responding: Randy Stevenson
Lonnie Galloway
Amanda Miller
Members Absent: Joe Lambert
Trevor Keyworth

Work Session:
Work session began at 5:30. The meeting minutes from the previous meeting dated June 27, 2020 were reviewed.

- Motion: Randy Stevenson moves to approve the meeting minutes as written. Lonnie Galloway seconds.
- Vote: 3 in favor, 0 opposed
- Resolve: Motion carries

Meeting:

- Unfinished Business:
  A. *Thomas Engelhaupt's application for a concrete pad was reviewed again with additional information provided by the applicant. It is intended that a structure is built on the concrete pad in the "next five years". The concrete pad falls within all setback criteria, however, the LUP would like the applicant to be aware of Section 803: Accessory Buildings in his future plans for the property.*
    - *If the future building is a garage, this would technically be the 'Primary Structure', limiting additional future buildings to 1000SF or 75% of the square footage of the primary structure.*

  Note: Mr. Engelhaupt was not in attendance and therefore these items were discussed between the LUP members and not Mr. Engelhaupt. A memo will be provided to the applicant to outline the requirements of future development on the property.

- New Business: Sheryl Klocker and Vicki Schommer were present.

  A. Charles Cook submitted an application for a fence at his property at 408 Hillcrest Street. The fence appeared to be on the property lines and within the acceptable heights.
    - Motion: Lonnie Galloway moves to approve the application. Randy Stevenson seconds.
    - Vote: 3 in favor, 0 opposed
    - Resolve: Motion carries
  B. Jeff Hodge submitted an application for a concrete driveway at his property at 407 W Boxelder Street.
    - Motion: Amanda Miller moves to approve the application. Lonnie Galloway seconds.

- Vote: 3 in favor, 0 opposed
- Resolve: Motion carries

C. Ken Kary submitted an application to demolish a portion of an existing garage and pour concrete driveways and aprons around the existing structures to enhance proper drainage at his property at 249 Canyon Drive.
   - Motion: Randy Stevenson moves to approve the application. Lonnie Galloway seconds.
   - Vote: 3 in favor, 0 opposed
   - Resolve: Motion carries

D. Kent Kellogg submitted an application to provide a "roof extensions" on the north side of his property at 103 E Edna street to provide cover for firewood. The new structure appears to meet set back requirements.
   - Motion: Amanda Miller moves to approve the application. Randy Stevenson seconds.
   - Vote: 3 in favor, 0 opposed
   - Resolve: Motion carries

E. Sheryl Klocker was in to discuss a potential one-lot subdivide of her property between S 21st Street and the South 27th Street, just south of I-90. Ms. Klocker's proposing subdividing the current 'Lot 1', into 2 lots—one to be 64.16 acres and the other 5.11 acres. The smaller tract she intends to sell for the development of (3) large billboards, which will sit directly along I-90. Along with this subdivision, she proposed moving Lakota street to the south side of the 5.11 acre lot in lieu of the north end, parallel with I-90, where it is currently platted. The LUP was provided meeting minutes of a similar development and subdivide on this property in 2011, which was denied based on the interpretation of 'Off-Premises Signage' in the code at that time. Since then, Ordinance No. 2, 2013 has been adopted. The LUP requested additional time to review the sign requirements for 'Off-Premises Signage'/'Billboards'/'Outdoor Advertising Sign' in the current code. The LUP requests the City Council to review the Ordinance for 'Outdoor Advertising Sign' as noted in the definitions, but no applicable guidelines were found in an initial review of the Ordinance.

Below are the recommendations the LUP had to Ms. Klocker:

- *The water and sewer needed to be extended to the East lot line if they are not currently. Ms. Klocker said that the water runs the south side of the proposed section of property and continues the length of the lot, providing water to the adjacent property. She believe the sewer also cut diagonally thru the proposed lot, exiting on the SE corner of the lot, and therefore would not require an extension. In the copies provided to the LUP, the sewer location was not visible.*
- *Subdividing the land requires development of roadways per Ordinance No. 4, 1994. Per Section 7.2: Other Requirements, lot sizes greater than 2 ½ acres*

would be allowed to meet only the requirements of a "rural street section" without curb and gutter per Exhibit C.

- *Re-platting the location of Lakota Street would need to be reviewed by the City Council for the purpose of future development in the City. We also recommend that Ms. Klocker get written consent from adjacent property owners acknowledging and approving this modification to be sure this doesn't hinder their future development plans, which could have been laid out with Lakota Street in its current platted location.*

No application was submitted, and no motion was made.

F. Dallas Peak submitted an application for a new shed/greenhouse at his property at 203 E Ryan Street. There were no setbacks provided on the application.
   - Motion: Randy Stevenson moves to approve the application, provided setbacks from the property line to the eaves are met. Lonnie Galloway seconds.
   - Vote: 3 in favor, 0 opposed
   - Resolve: Motion carries

G. *Vicki Schommer submitted an application to build a new house at 1014 E Sewell Street. The home is approximately 1800SF single story home (no basement), with an attached 2-car garage. The drawings provided to the LUP showed lot lines, and the site has been surveyed. The lot is small, and therefore a variance of 7' has been requested on the Sewell Street setback. The adjacent properties do not meet the 25' setback, but have been grandfathered in. In discussions between the Ms. Schommer and the LUP, it was decided that the applicant had made every attempt to meet all the requirements; Ms. Schommer noted that condensing the house beyond the current floorplan would really make it unfeasible to build. The LUP discussed further and agreed that a new house in this empty lot would be a welcome addition to the neighborhood, and would be better than an empty lot with a foundation from the previous fire-destroyed house. Therefore, the LUP agreed to grant the 7' street setback variance.*
   - *Motion: Amanda Miller moves to approve the application with a 7' street side (Sewell Street) variance. Lonnie Galloway seconds.*
   - Vote: 3 in favor, 0 opposed
   - Resolve: Motion carries

H. Mike Taylor submitted an application for a new shed in the rear of his property at 108 N. 21st Street. The shed/garage appeared to meet all property setback requirements.
   - Motion: Lonnie Galloway moves to approve the application. Randy Stevenson seconds.
   - Vote: 3 in favor, 0 opposed
   - Resolve: Motion carries

- Meeting Adjournment: 6:42 PM.

Minutes prepared by: Amanda Miller on July 29, 2020

Signed: Amanda J Miller