Land Use Committee Meeting
September 26, 2022

Members Present:

Mark Hughes
Trevor Keyworth
Lonnie Galloway
Amanda Miller

Work Session:

Mr. Hughes submitted his resignation to the LUP, effective immediately.

Meeting:

- Also Present: Anne Highmore, Wendy DePina, Doug Ramsey & Michelle McDonald, and Karen Jagow
- Approval of Minutes:
  - Motion: Lonnie Galloway made a motion to approve the minutes as written. Mark Hughes seconded.
  - Vote: 4 in favor, 0 opposed
  - Resolve: Motion carries.

- Old Business: None

- New Business:

A. Barbara Bowman-Edwards has submitted an application to install a sign on the side of the facility at 405 E Main Street (former Bearlodge School). The sign appeared to be within city ordinances.
   - Motion: Amanda Miller made a motion to approve the application. Lonnie Galloway seconded.
   - Vote: 4 in favor, 0 opposed
   - Resolve: Motion carries.

B. *Anne Highmore has re-submitted an application for a carport in front of the property at 106 & 108 Ryan street. A similar application has been submitted and denied previously due to not meeting setback requirements. She was present to discuss the fact that this was already purchased and would still be 5'± within her property limits (which is a 20' variance from the required 25'). She did say she had purchased the "most handsome" carport she could find in hopes that she could install it to "grow old here", but unfortunately did not review the ordinances in place prior to purchasing. The LUP's greatest concern was that if the street ever did get widened, it truly would be 5' from the right of way. It could also set a precedent of variances granted.*

Though there are no ordinances for the appearance of buildings, the LUP did request them to provide an elevation of the structure with the setbacks in a future application if they pursue this route. The last option they inquired about was a "tiny home"; the LUP informed them that at this time, they are not allowed within city limits. It was explained that these are considered RVs at this time, and therefore not allowed even though there are numerous other RV dwellings in the City limits. Mr. Ramsey and Ms. McDonald were going to discuss more understanding the guidance provided before submitting an application.

Minutes prepared by: Amanda Miller on September 27, 2022.

Signed: Amanda J Miller

To The Mayor of Sundance, The City Council and Fellow Land Use and Planning Members

It has been an honor and my pleasure to serve the City of Sundance and the City's residents. I must however resign as a member from the Land Use and Planning Committee effective September 27, 2022

Mark E Hughes

City of Sundance
Building Permit Application
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www.cityofsundancewy.com

Permit No. _____

Applicant's Name Robert + Wendy DePina Date of Application 9/2/22

Mailing Address 1172 P.O. Box

City, State, Zip Sundance Wy 82729

Phone Number(s) Home _____ Work _____ Cell 307-460-1273

Name _____
Owner of Real Property (if different than applicant)

Address _____

Application to construct or reconstruct a _____

Dimensions _____

FENCE PERMITS Height 6'& 4' Length 375' Material Wood
6' Back yard 4' Front yard

PLEASE COMPLETE DIAGRAM ON REVERSE FOR PROPOSED CONSTRUCTION
(Include setbacks as required on diagram)

Lot _____ Block _____ Addition _____ Located in Floodway or Flood Fringe YES___ NO___

Street Address or Location 128 Hi-mile

Estimated Cost of Construction $ 3500

Contractor Name Self

City of Sundance
Contractor's License No. _____

All construction shall comply with the ordinances of the City of Sundance and the minimum requirements of the current edition of the uniform building code.

Will the construction require a septic system? YES_____ NO_____
All Septic Systems Applications must be approved by the State of Wyoming.
Applications are available at City Hall or Crook County Growth & Development 283-1540
All Septic Tanks must be Inspected Call Tim Lyons 283-1540

Robert DePina
Applicant's Signature

9/2/22
Date

City Official Signature

9/26/22
Date

RETURN APPLICATION TO: P.O. BOX 542, SUNDANCE, WY 82729-0542
DIRECT INQUIRES TO: 1-307-283-3451 FAX 1-307-283-3452
www.cityofsundancewy.com

FOR OFFICE USE ONLY:

DATE PAID _____ AMOUNT PAID _____ RECEIPT NUMBER _____

PERMIT IS ISSUED FOR ONE YEAR.

SITE SKETCH

WHICH DIRECTION DOES YOUR HOUSE OR BUSINESS FACE?
THIS IS YOUR "FRONT" OR "STREET" SIDE OF YOUR LOT.

CHOOSE THE CORRESPONDING LAYOUT ON THIS SHEET OR THE NEXT THAT MOST CLOSELY REPRESENTS YOUR LOT AND SKETCH YOUR BUILDINGS, FENCES, SIDEWALKS, ETC WITH DISTANCES FROM EACH LOT LINE.

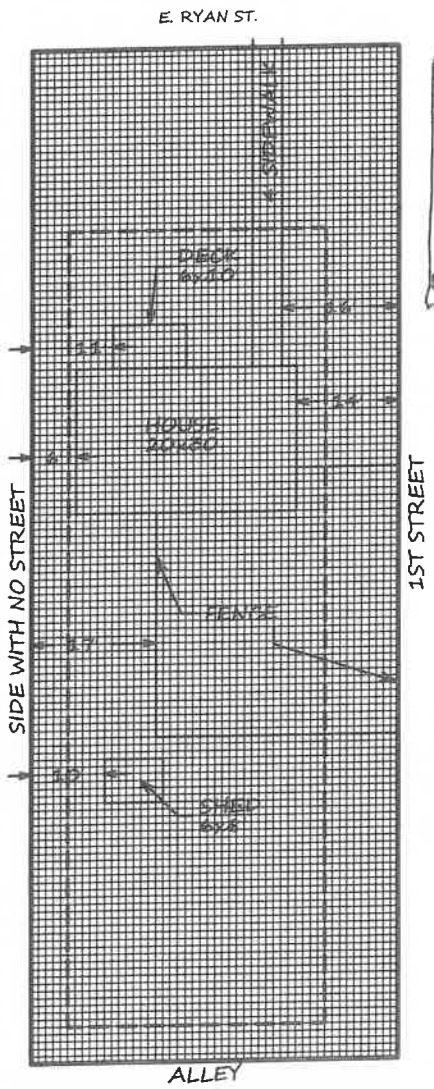
THE GRID ON THE LAYOUTS REPRESENTS ONE FOOT.

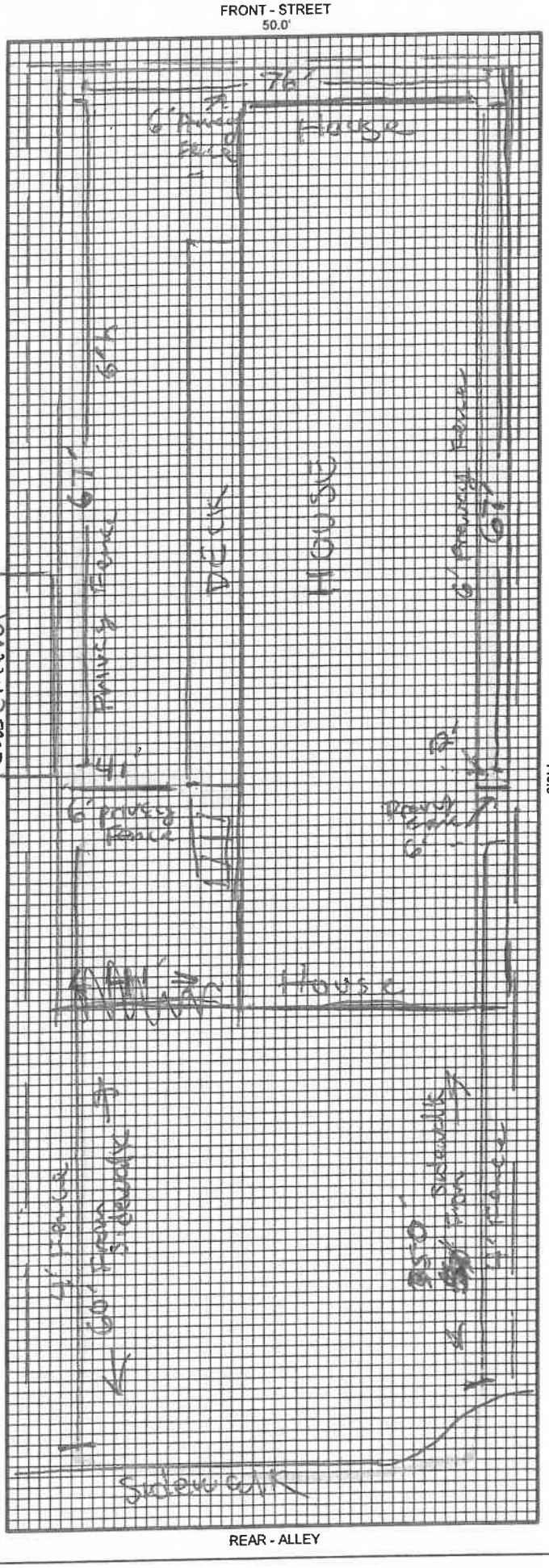
THE DASHED LINE REPRESENTS THE REQUIRED SETBACKS WHICH ARE THE FOLLOWING:

FRONT/STREET:	25 FEET
SIDE WITH STREET:	10 FEET
SIDE WITH NO STREET:	5 FEET
REAR/ALLEY:	5 FEET

MEASURE FROM PROPERTY LINE!!
****EDGE OF STREETS ARE NOT PROPERTY LINES****
IF YOU DON'T KNOW WHERE YOUR PROPERTY CORNERS ARE, YOU NEED A SURVEY.

EXAMPLE SKETCH:





6' Back Yard

4' Front Yard

City of Sundance
Building Permit Application
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Permit No. _____

Applicant's Name Robert + Wendy DePina Date of Application 9/2/22

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Revised Application (showing both Lots)

Lot _____ Block _____ Addition _____ Located in Floodway or Flood Fringe YES__ NO__

Street Address or Location 128 High mile and Lot #6 high mile

Estimated Cost of Construction $ 3,500

Contractor Name Self

City of Sundance Contractor's License No. _____

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Robert DePina
Applicant's Signature

9/2/22
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