

**Sheridan City Planning Commission
Meeting Agenda
May 9, 2022
7:00 PM, City Council Chamber, City Hall**

1. Call to Order and Roll Call of Members

2. Approval of Agenda as Presented

Motion by:

Second:

Vote:

3. Review, correction, and approval of minutes of the April 25, 2022 meeting.

Motion by:

Second:

Vote:

Old Business

New Business

4. Consideration of PL-22-6, Wellspring 2 Subdivision. The applicants, Zachary A Gray and Tatiana Popkova, are requesting to replant 14,506 square feet from 2 lots into 2 lots, zoned R-2 Residence District. Located at 624 Burton St. PIN 56842720901025.

Motion by:

Second:

Vote:

5. Comments from commissioners and staff.

6. Adjourn



MEMO

TO: Planning Commission

FROM:

RE: Review, correction, and approval of minutes of the April 25, 2022 meeting.

Motion by:

Second:

Vote:

Attachments

minutes

DRAFT

**CITY OF SHERIDAN PLANNING COMMISSION
MINUTES OF MEETING**

COUNCIL CHAMBERS

7:00 P.M.

April 25, 2022

Item #1. Call to Order and Roll Call of Members

Present: Ryan Franklin, Evelyn Gernaat, Dan Kerbs, Jon Oman, James Schrodt and Tod Windsor.

Absent: Mike Giorgis.

Item #2: Approval of Agenda as Presented

Dan Kerbs moved the Agenda be approved as presented. Jon Oman seconded the motion. Unanimous voice vote in favor of the motion.

Item #3: Review, correction, and approval of Minutes of the March 28, 2022 meeting.

James Schrodt moved the minutes of March 28, 2022 be approved as presented. Jon Oman seconded the motion. Unanimous voice vote in favor of the motion.

Old Business

None.

New Business

Item #4: PL-22-13, 114 Decker Road Entryway Corridor variance. A variance request from the requirement that a building with a gross floor area under 15,000 square feet, eaves or soffits shall be provided at a minimum of a 2 foot projection from the face of the attached wall plane.

Mr. Sanner said the 2012 Sheridan Entryway Design Standards and Guidelines was approved in May 2012 by the Sheridan City Council. The intent of the entryway design standards was to update the 2010 City of Sheridan Entryway Design Guidelines.

The entryway design standards stem from the Aesthetic Committee's findings and recommendations beginning in November 2002. The Aesthetic Committee was created by the City Council in order to develop standards to address aesthetic concerns for the main entry points into Sheridan City, primarily along the I-90 Corridor, Coffeen Avenue, the 5th Street Interchange and the Brundage Lane Interchange. This area evolved to include the areas delineated on Page 5 of the 2012 Sheridan Entryway Design Standards and Guidelines, with properties along Coffeen Avenue to no longer fall under the

entryway design guidelines. The standards were developed through a process of stakeholder interviews and workshops incorporating input from the City of Sheridan, local contractors, Boards and Commissions and property owners. The goals of the 2012 Sheridan Entryway Design Standards and Guidelines are to consolidate all the existing entryway guidelines since 2002, and revise and update these standards.

The following standards and criteria apply to building massing and form regarding the roof, as they appear on Page 20 of the 2012 Sheridan Entryway Design Standards and Guidelines.

Roof Pitch. Minimum roof pitch on all sloping roof structures shall be 4:12. Flat roofs are acceptable and shall include a parapet wall with a minimum height of three feet from the roof plane.

Eaves and Soffits. Eaves or soffits shall be provided on all pitched roof structures. Eaves or soffits shall be provided at a minimum of 3' projection from the face of the attached wall plane where gross building square footage exceeds 15,000 square feet. Where gross building square footage is less than 15,000 square feet, eaves or soffits shall be provided at a minimum of 2' projection from the face of the attached wall plane.

The applicant, Arete Design Group, is requesting an Administrative Decision Appeal for the Entryway Corridor Standards on the property located at 114 Decker Road. The property is located to the northeast of the intersection of north Main Street and Decker Road. Adjacent properties are vacant and part of Wrench Ranch Master Plan area. The subject property is 6.92 acres and zoned Gateway.

The applicant is representing their client, 2 the Sky Tree Mechanics, a new tree nursery and retail business locating in Sheridan. They are proposing to construct a 5,900 square foot garage, 2,400 square foot office and 800 square foot of retail space on the site. They are also proposing to construct an amphitheater, water features and tree nursery on the site in addition to the business functions.

To achieve the requested architectural design of the site, the applicant is requesting reprieve from the roof pitch standards, eave and soffit standards.

The Standards say any variations must be granted by the Planning Commission.

Dan Kerbs said it is pending approval of the Planning Commission, not recommended to City Council.

Ryan Franklin asked if they need approval because it has a pitched roof.

Mr. Sanner said no, it is because of the eve overhang.

Levi Van Buggenuem, Arete Design Group, said there are two sets of requirements. On the north side of town you see some buildings that meet the requirements and some that don't. He said their problem resulted from a transition of contractors. The first contractor submitted plans to the building manufacturer and Arete Design Group. Then the contractor retired from the project. When the building was delivered they noticed some requirements were not met and they are 6 months out, so not easy to make changes.

Mr. Van Buggenuem said the gable overhangs are short by 20". If you include the gutters they are close but don't absolutely meet requirements. He said the eve will be about 20" shorter than the plan that was submitted. To reorder the building would be a financial burden for the project and the time frame. He said this building does fall within the Wrench Ranch requirements.

Mr. Van Buggenuem said they don't feel their requests would compromise the beauty of the community. He said landscaping plans exceed the requirements, probably because they are a landscaping business. The problem was the change of contractors and a lack of communication of changes to the building manufacturer.

James Schrodts asked what the cost would be to make the changes.

Levi Van Buggenuem said that is a good question. He believed the contractor would fight it. He felt the tree rows will make it less noticeable, especially as they grow taller.

Mr. Windsor called for Public Comments.

Hearing none, Public Comments were closed.

Jon Oman said he applauds their efforts. He thought all attempts are trying to make the best of the situation.

Mr. Schrodts asked how many more times will people come before the Planning Commission with change requests.

Mr. Oman said he thinks they have gone to great lengths to make it OK.

Mr. Franklin said the Commission has rarely seen these situations requiring having to make these decisions.

Mr. Windsor said they are trying to do their best.

Dan Kerbs asked where to draw the line. It is a slippery slope and he doesn't have a problem with the requirements. He asked whose rights are we protecting. There are two paths, granting a variance so they can proceed or not granting a variance and putting the developer under problems regarding time and money.

Jon Oman moved the Planning Commission approve PL-22-13, 114 Decker Road Entryway Corridor variance, a request from the requirement that a building with a gross floor area under 15,000 square feet, eaves or soffits shall be provided at a minimum of a 2 foot projection from the face of the attached wall plane. Ryan Franklin seconded the motion. Unanimous voice vote in favor of the motion.

Item #5: Comments from commissioners and staff.

No comments.

Item #6: Adjourn

Jon Oman moved the meeting adjourn.

Unanimous voice vote in favor of the motion.

Meeting adjourned at 7:32 P.M.

Date approved by Planning Commission: _____

Recorded by: _____



MEMO

TO: Planning Commission
FROM: Wade Sanner, Community Development Director
RE: Consideration of PL-22-6, Wellspring 2 Subdivision. The applicants, Zachary A Gray and Tatiana Popkova, are requesting to replant 14,506 square feet from 2 lots into 2 lots, zoned R-2 Residence District. Located at 624 Burton St. PIN 56842720901025.

Staff Recommendation

Staff recommends the Planning Commission provide a recommendation of approval to the City Council for PL-22-6, the Wellspring 2 Minor Subdivision. The applicants, Zachary Gray and Tatiana Popkova, are requesting to subdivide 0.31 (14,506 square feet) from 2 lots to 2 lots. The property is zoned R-2 Residence District, and is located at 624 Burton Street (PIN 56842720901025).

Findings of Fact

Prior to approving the final plat, the City Council will need to make the following findings per Sheridan City Code Appendix B §202, staff offers the following comments on the required findings:

The City shall not approve any proposed subdivision of land which, by itself, or as a part of a larger tract, is contiguous to or completely surrounded by the boundaries of the City, unless the application is accompanied by a properly-acknowledged petition for annexation to the City.

This property falls completely within the City limits, so this condition does not apply.

The City shall not approve any proposed subdivision of land which is within one mile of the corporate limits of Sheridan but not, at the time of submittal, eligible for annexation, unless the application is accompanied by a properly-acknowledged agreement not to contest future annexation proceedings.

Again, not applicable in this case, the property is within the city limits.

Every plat shall conform to the Zoning Ordinance currently adopted at the time of final plat approval.

The proposed subdivision conforms to the Zoning Ordinance.

All new subdivision developments within the Airport Influence Area within the city limits of the City of Sheridan shall grant an Avigation Easement to the Sheridan County Airport.

This proposed subdivision is outside the Airport influence area.

No subdivision shall be approved within the corporate limits of the City of Sheridan, or one mile thereof, unless City Public Works staff concludes that an adequate long-term water supply exists to support the proposed use and density of the subdivision In accordance with City adopted policy. City elected officials

acting as Council representatives on other boards or committees that review development shall likewise consider long-range water supply in making any determination.

Water and sewer lines already exist in the Burton Street right-of-way. Future water and sewer connections will tap in to these lines.

Staff has no further comments at this time.

Background

The applicants, Zachary Gray and Tatiana Popkova, are requesting a subdivision to subdivide 0.31 (13,504 square feet) from 2 lots to 2 lots. The property is located at 624 Burton Street (PIN 56842720901025). The property is zoned R-2. Surrounding properties are single-family homes zoned R-2. The property is listed as Lots 11 and 12 of Block 2 of the Nielsen Heights Subdivision. The property contains a 1,301 square foot single-family home built in 1960. The property also contains a 1,200 square foot metal frame shed built in 1976.

The property is access to the north via Burton Street. The property is further accessed by two 15-foot wide alleyways to the east and south. Water and sewer lines are accessed to the north via Burton Street.

The applicant is proposing to divide the property into two lots. Lot 1 is proposing to be 3,125 square feet, with a 1,259 square foot building envelope. Lot 2 is proposing to be 11,381 square feet. Lot 2 will contain the existing 1,301 square foot home and 1,200 square foot shed.

EASEMENT

The applicant is proposing a 7-foot utility easement to run along the southwestern portion of Lot 2, between the property line and 1,200 square foot garage. This easement is a general utility easement for telephone and fiber optic lines.

UTILITIES

The applicant is proposing to tap into the utilities to the north along Burton Street right-of-way for Lots 1 and 2.

NOTICES

As part of the request to rezone this property, staff sent notices to the 27 property owners within 300 feet, placed a legal notice in the newspaper, and posted a sign on the property. Staff have received no comments or inquiries regarding this application.

Attachments

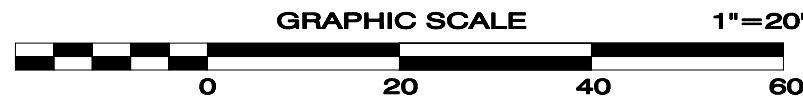
final plat

Variance request

aerial

utility letter

DETAIL



WEST 1/2 OF LOT 1, BLOCK 9, SHERIDAN LAND COMPANY'S 1ST ADDITION

EAST 1/2 OF LOT 1, BLOCK 9, SHERIDAN LAND COMPANY'S 1ST ADDITION

LOT 10, BLOCK 8, SHERIDAN LAND COMPANY'S 1ST ADDITION

ALLEY
20'

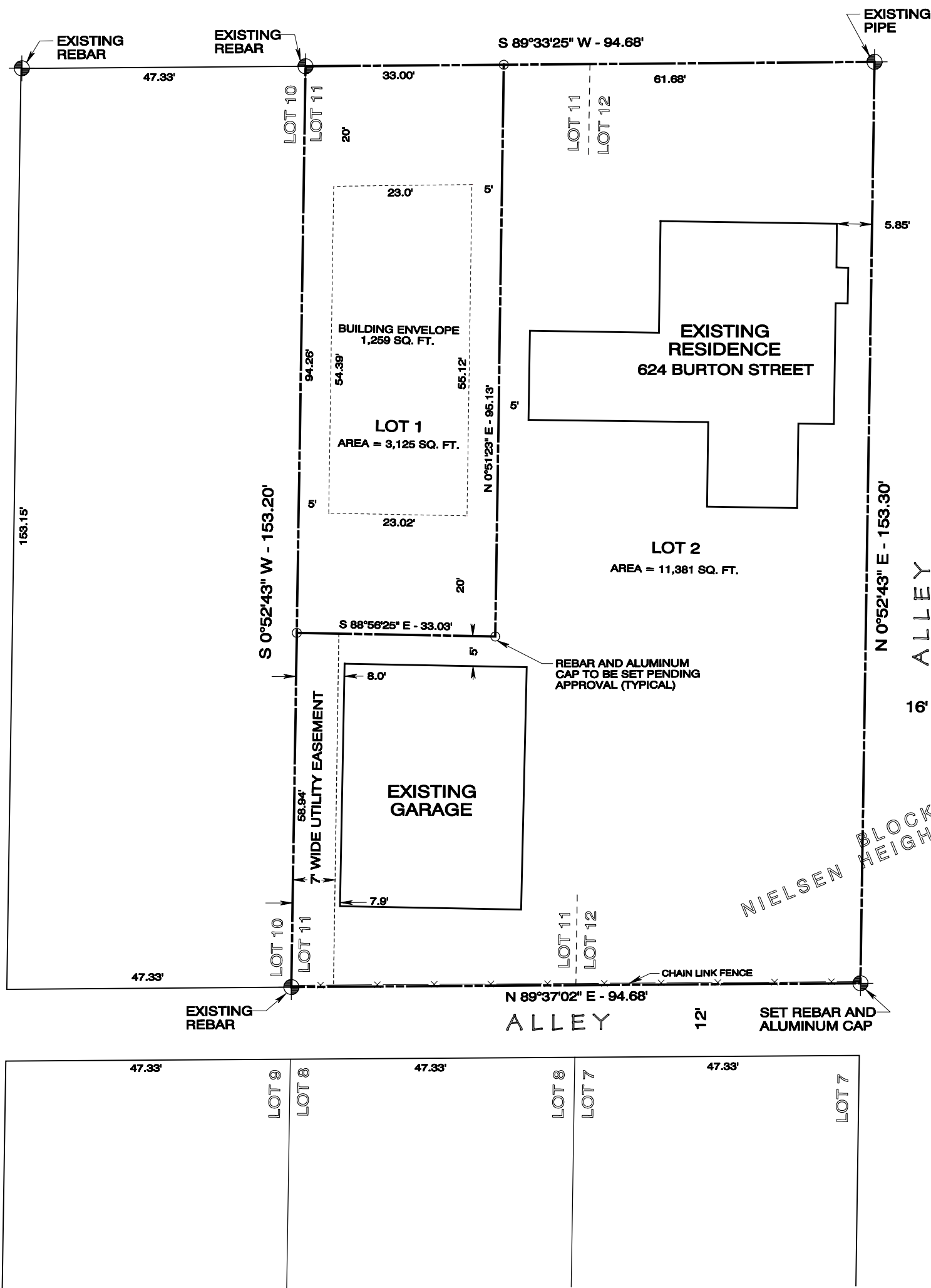
139.95'

EXISTING REBAR

BURTON STREET 80'

CLARENDON AVENUE

80'



DECLARATION VACATING PREVIOUS PLATTING

This plat is a Replat of Lots 11 and 12, Block 2 of Nielsen Heights Addition to the City of Sheridan, Wyoming, as recorded in Drawer "N" of Plats, Map No. 3, of the Records of the Sheridan County Clerk. All earlier plats or portions thereof encompassed by the boundary of this plat are hereby vacated.

CERTIFICATE of SURVEYOR

State of Wyoming
County of Sheridan } ss

I, David L. Randall, of Sheridan, Wyoming do hereby certify that I am a duly registered Professional Engineer and Land Surveyor, licensed under the laws of the State of Wyoming, that this plat is a true, correct and complete plat of Wellspring 2 Subdivision as laid out, platted, dedicated and shown hereon, that this plat was made from an accurate survey of said property conducted by me in September of 2018 and January and February of 2022 and that this plat correctly shows the location and dimensions of all lots, easements and streets of said subdivision in compliance with the City of Sheridan regulations governing the subdivision of land.

Registration No. 3159 PE & LS

CIVIL ENGINEER AND LAND SURVEYOR

WELLSPRING 2 SUBDIVISION

CERTIFICATE of OWNERS

Know all men by these presents that the undersigned, Zachary A. Gray and Tatiana Popkova, being the owners, proprietors and parties of interest in the land shown on this plat, do hereby certify:
That the foregoing plat designated as Wellspring 2 Subdivision, being a Replat of Lots 11 and 12, Block 2 of Nielsen Heights Addition to the City of Sheridan, Sheridan County, Wyoming.
That this subdivision, as it is described and as it 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 into lots, blocks, streets and easements, and
That the undersigned owner of the land shown and described on this plat do hereby dedicate to the City of Sheridan and its licensees for public use for the indicated purposes, all streets, alleys, easements and other public 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 Sheridan and its licensees for public use for the purpose of installing, repairing, reinstalling, replacing and maintaining sewers, water lines, gas lines, electric lines, telephone lines, cable TV lines and other 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 _____, 2022, by:

Zachary A. Gray (Owner)

Tatiana Popkova (Owner)

State of Wyoming } ss
County of Sheridan }

The foregoing plat was acknowledged before me this _____ day of _____, 2022, by Zachary A. Gray.

My commission expires: _____.

NOTARY PUBLIC

State of Wyoming } ss
County of Sheridan }

The foregoing plat was acknowledged before me this _____ day of _____, 2022, by Tatiana Popkova.

My commission expires: _____.

NOTARY PUBLIC

DIRECTOR of PUBLIC WORKS
CERTIFICATE of APPROVAL

This plat has been prepared in accordance with the requirements and procedures outlined in the subdivision regulations of the City of Sheridan, Wyoming and certified this _____ day of _____, 2022 by the Director of Public Works of Sheridan, Wyoming.

DIRECTOR of PUBLIC WORKS

CERTIFICATE of the
CITY of SHERIDAN
PLANNING COMMISSION

Reviewed by the City of Sheridan Planning Commission this _____ day of _____, 2022.

VICE-CHAIRMAN

CHAIRMAN

CITY of SHERIDAN
CERTIFICATE of APPROVAL

Approved by the City Council of the City of Sheridan, Wyoming, this _____ day of _____, 2022.

VICE CITY CLERK

MAYOR

CERTIFICATE of RECORDER

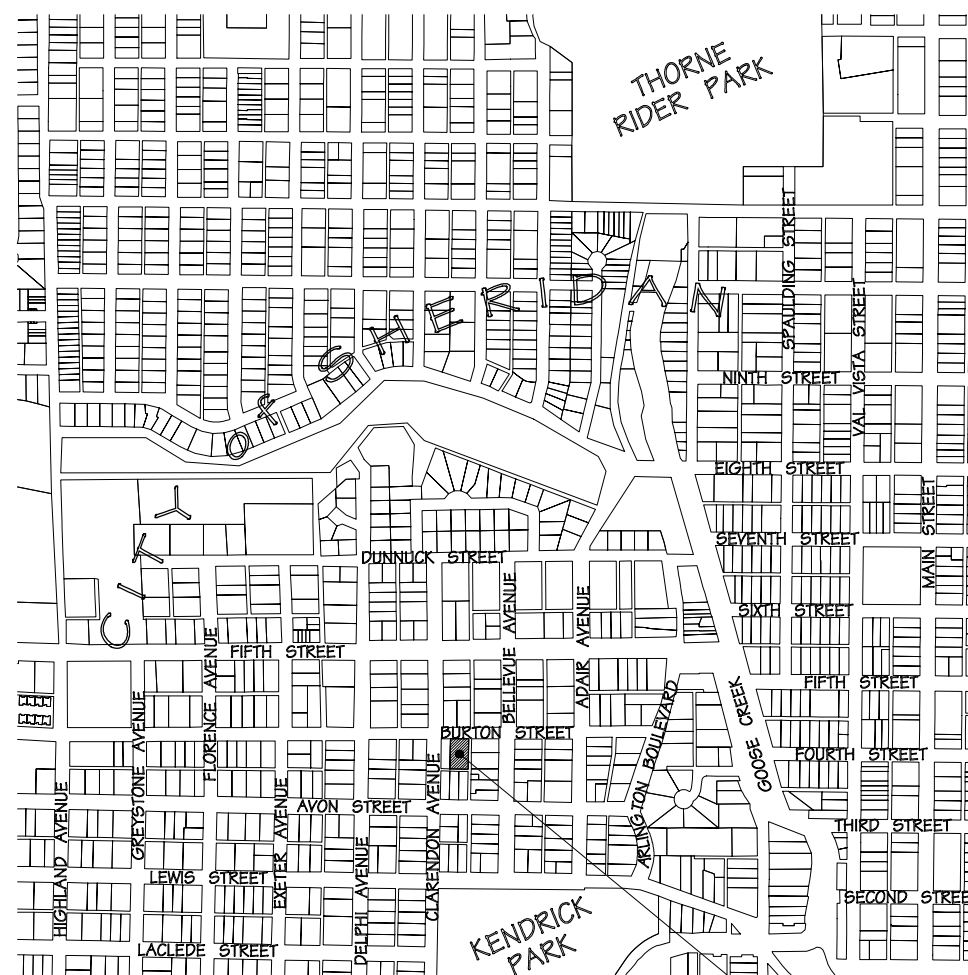
State of Wyoming } ss
County of Sheridan }

This plat was filed for record in the Office of the Clerk and Recorder at _____ O'clock _____ M., this _____ day of _____, 2022, and is duly recorded in Book _____, Page No. _____.
Receiving Number _____.

COUNTY CLERK

LOCATION

SCALE : 1" = 1000'



WELLSPRING 2 SUBDIVISION

N



PLAT

of the

WELLSPRING 2 SUBDIVISION

being a REPLAT of

LOTS 11 and 12, BLOCK 2

of

NIELSEN HEIGHTS ADDITION

to the

CITY of SHERIDAN
SHERIDAN COUNTY, WYOMING

addressed as

624 BURTON STREET

for

ZACHARY A. GRAY and TATIANA POPKOVA

334 SHOSHONE STREET
SHERIDAN, WYOMING 82801

RANDALL ENGINEERING SURVEYS

722 Monte Vista
Sheridan, Wyoming 82801
Phone 307-672-6003
Fax 307-672-6003

2/28/22

Sue Goodman, Planning Division
City of Sheridan
55 East Grinnell
Sheridan, Wyoming 82801

Re: Variance Request to Accompany the Wellspring 2 Subdivision Submittal.

This letter is to serve as a request for a variance from Subdivision Regulations. The variance being sought is from the required maximum 2.5 to 1 depth to front ratio for the proposed Lot 1 of Wellspring s Subdivision. This is a requirement in the City of Sheridan Subdivision Regulations. I am forwarding this to you on behalf of Zachary A. Gray and Tatiana Popkova and am acting as their agent regarding the plat submittal.

I respectfully request the variance for the following reasons:

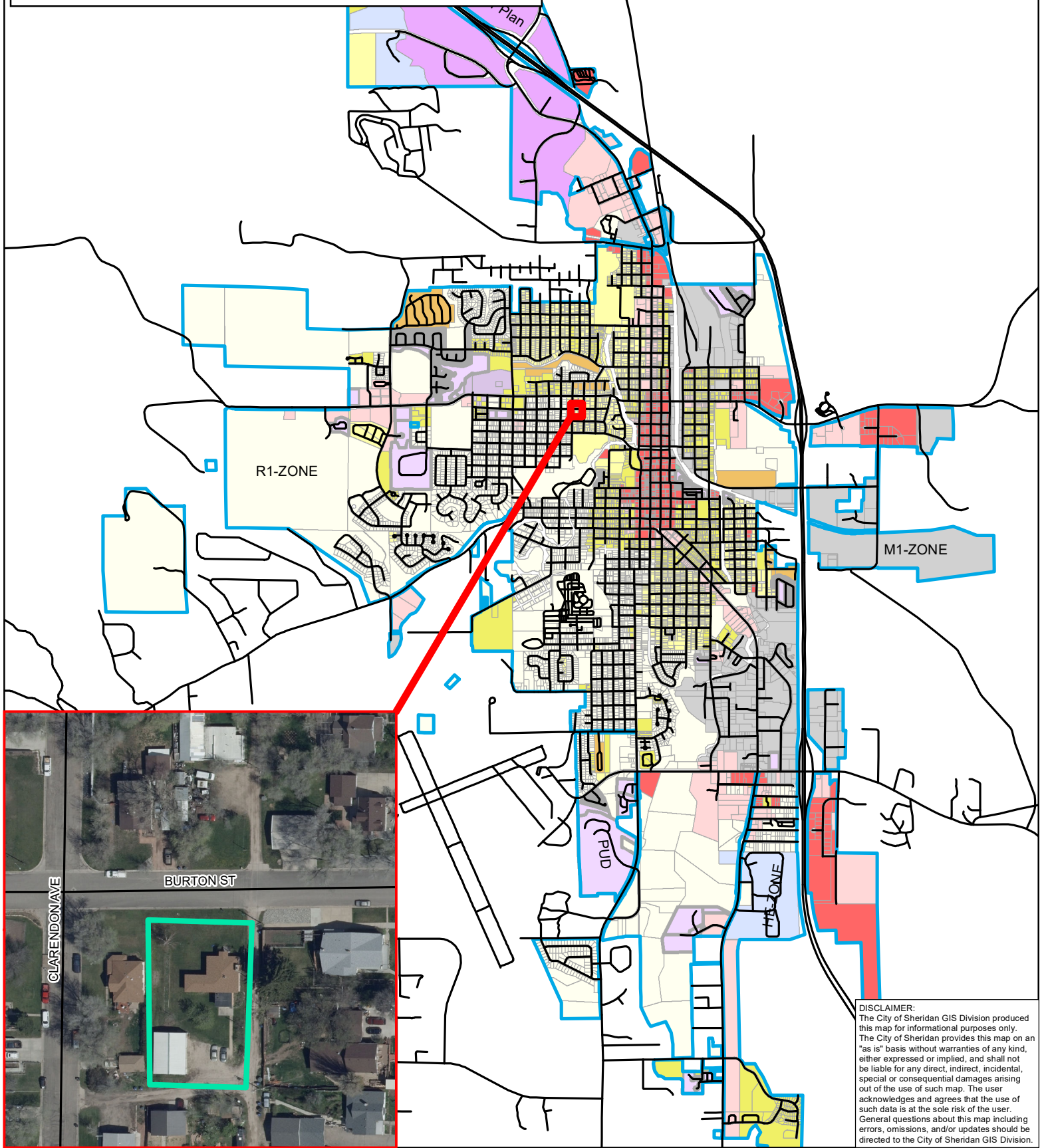
1. The proposed Lot 1 of Wellspring 2 Subdivision has a depth to frontage ratio of 2.87:1 which is a 15% deviation from the requirements, but with current R-2 Residential Zoning requirements, still allows for a residential unit to be built while meeting all setback requirements and helps to fulfill Sheridan's need for affordable housing.

If you have any questions feel free to contact me. Thank you.

Respectfully yours,

David L. Randall

Wellspring 2 Subdivision



Legend	
Roads	B2 - Business District
City of Sheridan Boundary	M1 - Industrial District
R1 - Residence District	MA - Medical Arts District
R2 - Residence District	HE - Higher Education District
R3 - Residence District	RUCA - Restricted Use Control Area
R4 - Residence District	PUD - Planned Unit Development
B1 - Business District	GATEWAY - Gateway District



0 0.275 0.55 1.1 Miles

Engineering Department
P.O. Box 848
55 Grinnell Plaza
Sheridan, WY 82801



Ph. (307) 674-6843
www.sheridanwy.gov

Dave Randall
722 Monte Vista St.
Sheridan, WY 82801

RE: Utilities in ROW

Dear Dave,

Regarding the utility installation within the ROW at 624 Burton St. and adjacent lot created by subdivision, connecting to the 20" watermain on Burton St. is not allowed. The city will authorize the installation of two water services within the City ROW from the watermain on Clarendon Ave.

A handwritten signature in blue ink that reads "Hanns Mercer". The signature is fluid and cursive, with the first name "Hanns" and last name "Mercer" clearly distinguishable.

Hanns Mercer, PE
City Engineer