



**Sheridan City Planning Commission
Meeting Agenda
July 22, 2024
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 July 8, 2024 meeting.

Motion by:

Second:

Vote:

Old Business

New Business

4. Consideration of PL-24-18, Resolution 30-24. Restoration Ranch West Subdivision. The owner, Restoration Ranch, LLC is requesting to subdivide .25 acres from 1 lot into 2 lots. Zoned R-2 Residence District. Located at 478 W 5th St. PIN 56842246400625.

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 July 8, 2024 meeting.

Motion by:

Second:

Vote:

Attachments

minutes

CITY OF SHERIDAN
MINUTES OF PLANNING COMMISSION MEETING
CITY HALL COUNCIL CHAMBERS
JULY 8, 2024

1. Commission Chair Tod Windsor called the meeting to order at 7:00 PM with a quorum as follows: Margaret Morneau, Daniel Kerbs, Bev Leichtnam, Brandy Campbell and Ryan Franklin. James Schrodtt was absent.
2. Commissioner Leichtnam moved, seconded by Commissioner Campbell, to approve the agenda. The motion was approved.
3. The minutes of the June 24, 2024 Planning Commission meeting were approved by unanimous consent.
4. Consideration of PL-24-23, Ordinance 2285. 2308 Coffeen Ave. The applicants, Michael and Susan Hoy, are requesting to rezone 15,246 square feet from R-4 Residence District to B-1 Business District. Located in the Brundage Place Subdivision, part of Tract 23, City of Sheridan. PIN 5584221000725.

Commissioner Kerbs moved, seconded by Commissioner Campbell, to provide a positive recommendation for this project to the City Council. The motion was approved unanimously.
5. Comments from commissioners and staff.
 - A. Commissioner Franklin asked about non-conforming use. Planning Director Kelly Schrodtt explained further.
 - B. Planning Director Schrodtt stated that the rezone would move through the City Council process without being presented at a Study Session. Additionally, a joint Planning Commission and City Council meeting may be held on July 29th regarding the downtown zoning and M1/M2 zoning projects.
6. The meeting was adjourned at 7:11 PM.

Tod Windsor, Planning Commission Chairperson

Attest: _____
Cecilia Good, City Clerk



MEMO

TO: Planning Commission
FROM: Kelly Schroeder, Planning Director
RE: Consideration of PL-24-18, Resolution 30-24. Restoration Ranch West Subdivision. The owner, Restoration Ranch, LLC is requesting to subdivide 0.25 acres from 1 lot into 2 lots. Zoned R-2 Residence District. Located at 478 W 5th St. PIN 56842246400625.

Staff Recommendation

Discussion and recommended action on PL-24-18, Resolution 30-24, Restoration Ranch West Subdivision.

Background

Cannon Consulting, on behalf of Restoration Ranch, LLC, has submitted an application for Restoration Ranch West Subdivision, located at 478 W 5th Street (PIN 56842246400625). The subject property is currently platted as Lot A, Fairbank-Lightfoot Minor Subdivision and is zoned R-2. The applicant seeks to divide 10,721 square feet (0.25 acres) into two residential use lots (zoned R-2) with the following proposed lot sizes:

- Lot 1: 4,195 square feet
- Lot 2: 6,526 square feet

The applicant is also seeking the following variances for setback requirements:

- A side street setback reduction on proposed Lot 1 from 10 feet to 7.3 feet
- A front setback reduction on proposed Lots 1 & 2 from 25 feet to 15 feet
- A rear setback reduction on proposed Lots 1 & 2 from 20 feet to 5 feet

These variances are scheduled to be heard before the Board of Adjustment on Thursday, July 18th, which is after the publishing of this agenda packet. The BOA's decision may impact the viability of the subdivision. Because of an existing structure, if the request for a 5-foot rear setback on Lot 1 is not approved, the subdivision as submitted would not meet current requirements of the R-2 district. The subject property is located on the southeast corner of West 5th Street and Adair Avenue and has an existing single-family home that will remain. Surrounding properties are primarily single-family residential, with the exception of three townhome-style units directly to the west at 964 Adair Avenue. All adjacent properties are zoned R-2.

Staff Comments

The Planning Commission shall review and recommend action on the final plat to the City Council. Prior to approving the final plat, City Council shall 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.

If the Board of Adjustment approves the requested setback variances, 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.

Future water and sewer will be connected to existing utilities in Adair Avenue and will be available to both lots.

Staff review comments pertained to minor plat revisions and clarification on the variances requested. All staff comments have been adequately addressed at this time. Staff sent out 32 nearest neighbor notifications to property owners within 300 feet as part of this application. In addition, notifications were advertised in the press. Staff received one phone call from an adjacent property owner requesting more information on the plat and accompanying variance requests.

Staff has no further comments at this time.

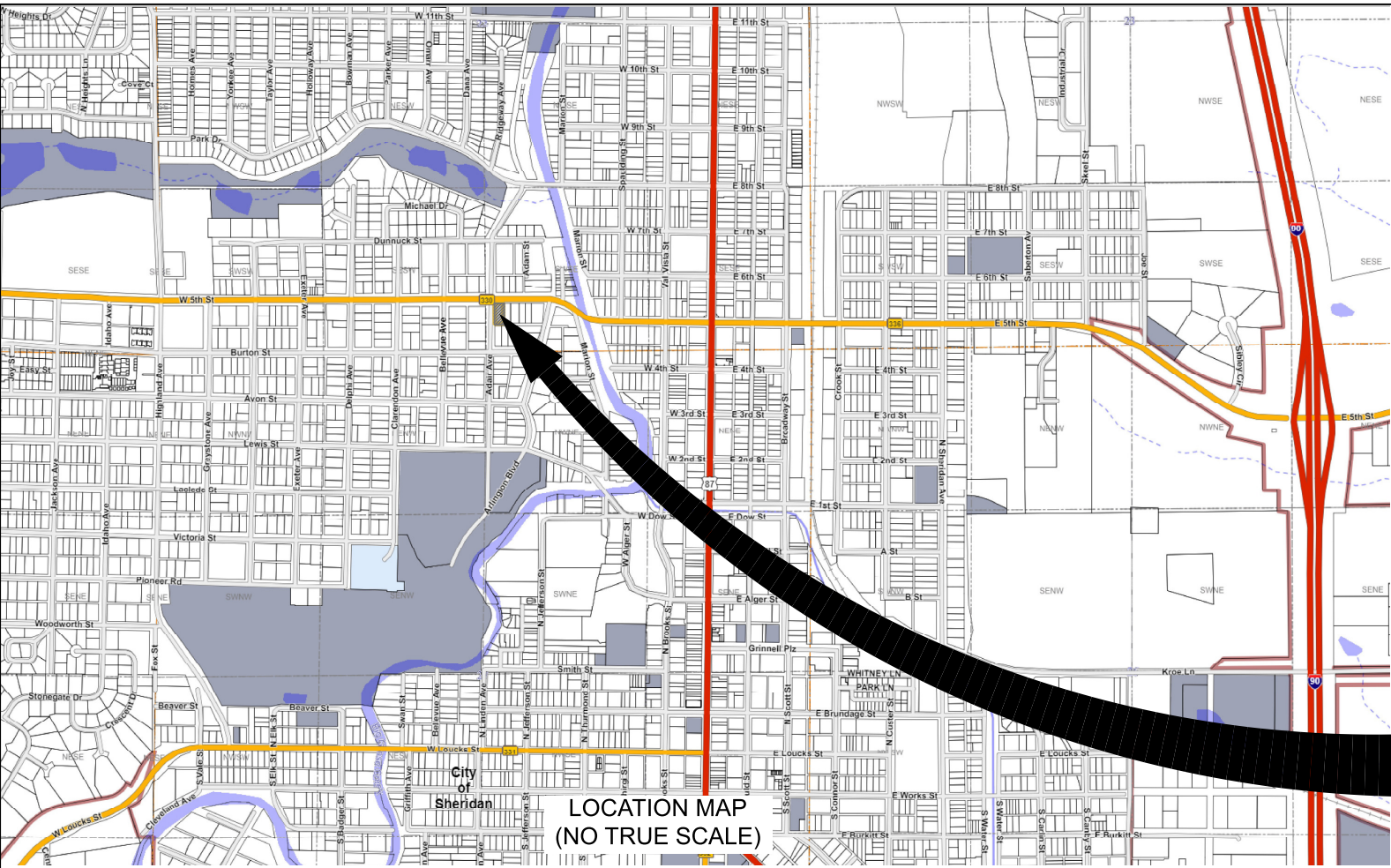
Attachments

final plat

aerial

site plan

Resolution



CERTIFICATE OF DEDICATION

KNOW ALL MEN BY THESE PRESENTS THAT THE UNDERSIGNED RESTORATION RANCH LLC, BEING THE OWNER, PROPRIETOR OR PARTIES OF INTEREST IN THE LAND SHOWN ON THIS PLAT, DO HEREBY CERTIFY:

THAT THE FOREGOING PLAT DESIGNATED AS RESTORATION RANCH WEST MINOR SUBDIVISION, BEING THE RE-SUBDIVISION OF LOT A OF FAIRBANK-LIGHTFOOT MINOR SUBDIVISION, LOCATED IN THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER (SW¼SE¼), OF SECTION 22, TOWNSHIP 56 NORTH, RANGE 84 WEST, 6TH P.M., CITY OF SHERIDAN, SHERIDAN COUNTY, WYOMING, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH QUARTER (S1/4) CORNER OF SECTION 22, THENCE N 09°27'47" E, 228.85 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF ADAIR AVE. AND THE SOUTHWEST CORNER OF LOT A, SAID POINT BEING THE POINT OF BEGINNING; THENCE N 00°56'24" E, 164.89 FEET ALONG SAID EAST RIGHT-OF-WAY LINE TO THE SOUTH RIGHT-OF-WAY LINE OF W FIFTH STREET AND NORTHWEST CORNER OF SAID LOT A; THENCE N 89°11'43" E, 64.93 FEET ALONG SAID SOUTH RIGHT-OF-WAY LINE OF W FIFTH ST. TO THE NORTHEAST CORNER OF SAID LOT A; THENCE S 00°52'50" W, 165.04 FEET ALONG THE EAST LINE OF SAID LOT A TO THE SOUTHEAST CORNER OF SAID LOT A AND THE NORTH RIGHT-OF-WAY LINE OF A 20 FOOT WIDE ALLEY; THENCE S 89°19'55" W, 65.10 FEET ALONG SAID NORTH RIGHT-OF-WAY LINE TO THE POINT OF BEGINNING.

SUBJECT TRACT CONTAINING ±10721 SQUARE FEET (0.25 ACRES) MORE OR LESS

SUBJECT TO ANY PREVIOUSLY RECORDED EASEMENTS, EXCEPTIONS, RESTRICTIONS, COVENANTS, CONVEYANCES, AND

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 OWNER(S) AND PROPRIETOR(S); AND THAT THIS IS A CORRECT PLAT OF THE AREA AS IT IS DIVIDED INTO LOTS AND

THAT THE UNDERSIGNED OWNER(S) OF THE LAND SHOWN AND DESCRIBED ON THIS PLAT DOES (DO) HEREBY DEDICATE TO THE CITY OF SHERIDAN AND ITS LICENSEES FOR PUBLIC USE FOR THE INDICATED PURPOSES, ALL EASEMENTS AND OTHER PUBLIC LANDS WITHIN THE BOUNDARY LINES OF THE PLAT, AS INDICATED, AND NOT ALREADY OTHERWISE DEDICATED FOR PUBLIC USE. THIS _____, DAY OF _____, 2024

STATE OF WYOMING } ss
COUNTY OF SHERIDAN }

RESTORATION RANCH LLC.
(MEMBER)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME
THIS _____ DAY OF _____, 2024.
WITNESS MY HAND AND OFFICIAL SEAL. MY COMMISSION EXPIRES: _____

NOTARY PUBLIC

THE UNDERSIGNED THE COWBOY STATE BANK, HEREINAFTER MORTGAGEE, HOLDS A MORTGAGE IN AND TO THE PROPERTY EMBRACED BY THIS SUBDIVISION PLAT, WHICH MORTGAGE WAS FILED WITH THE CLERK OF SHERIDAN COUNTY AND EX-OFFICIO RECORDER OF DEEDS FILED AS DOCUMENT # 2023-786451 MORTGAGEE, BY SIGNATURE ON THIS PLAT, CONSENTS TO THE DEDICATIONS MADE HEREIN AND SPECIFICALLY RELEASES ALL STREETS, ALLEYS, PARKS, EASEMENTS, OPEN SPACES AND OTHER AREAS DEDICATED TO THE CITY OF SHERIDAN FOR PUBLIC USE, AS LISTED AND DESCRIBED ON THIS PLAT, FROM THE AFOREMENTIONED MORTGAGE.

COWBOY STATE BANK

STATE OF WYOMING } ss
COUNTY OF SHERIDAN }

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME
THIS _____ DAY OF _____, 2024.
WITNESS MY HAND AND OFFICIAL SEAL. MY COMMISSION EXPIRES: _____

NOTARY PUBLIC

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, AND CERTIFIED THIS _____ DAY OF _____, 2024, BY THE DIRECTOR OF PUBLIC WORKS OF SHERIDAN, WYOMING.

DIRECTOR OF PUBLIC WORKS

APPROVED BY THE CITY COUNCIL OF THE CITY OF SHERIDAN, WYOMING THIS _____ DAY OF _____, 2024.

ATTEST: CITY CLERK

MAYOR

CERTIFICATE OF APPROVAL CITY PLANNING COMMISSION

REVIEWED BY THE CITY OF SHERIDAN, WYOMING PLANNING COMMISSION THIS _____ DAY OF _____, 2024.

CHAIRMAN

ATTEST: VICE CHAIRMAN

CERTIFICATE OF RECORDER

STATE OF WYOMING } ss
COUNTY OF SHERIDAN }

I HERBY CERTIFY THAT THIS PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE CLERK AND RECORDER AT O'CLOCK THIS _____ DAY OF _____, 2024
AND IS DULY RECORDED IN PLAT BOOK _____ ON PAGE _____

COUNTY CLERK

STAMP RECEIVING
NUMBER

RESTORATION RANCH WEST SUBDIVISION

THE RE-SUBDIVISION OF LOT A OF FAIRBANK-LIGHTFOOT MINOR SUBDIVISION, CITY OF SHERIDAN, SHERIDAN COUNTY, LOCATED IN THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER (SW¼SE¼), OF SECTION 22, TOWNSHIP 56 NORTH, RANGE 84 WEST, 6TH P.M., SHERIDAN COUNTY, WYOMING
TOTAL AREA: ±10721 SQ. FT. (±0.25 ACRES)

PERKINS ADDITION OF
BLOCK 11 LOT 16
(NOT PART OF THIS
SUBDIVISION)

PERKINS ADDITION
BLOCK 14 LOT 17
(NOT PART OF THIS
SUBDIVISION)

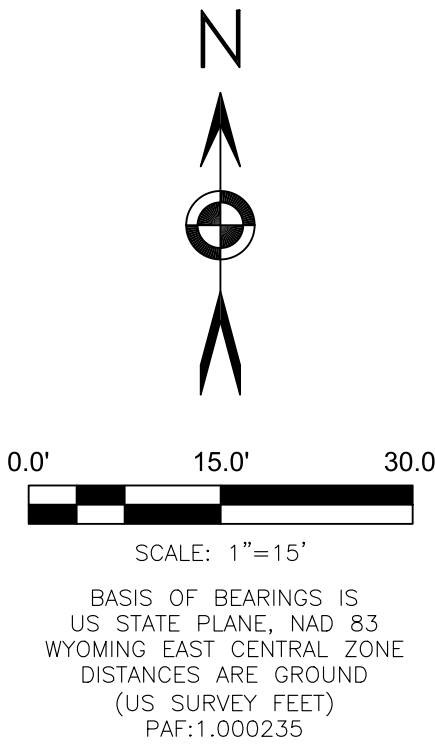
PERKINS ADDITION
BLOCK 14 LOT 18
(NOT PART OF THIS
SUBDIVISION)

PERKINS ADDITION
BLOCK 14 LOT 19
(NOT PART OF THIS
SUBDIVISION)

NOTES

1. ANY PURCHASER DOES NOT HAVE THE RIGHT TO THE NATURAL FLOW OF ANY STREAM WITHIN, OR ADJACENT TO THE SUBDIVISION, SINCE WYOMING WATER ADMINISTRATION LAWS DO NOT RECOGNIZE ANY RIPARIAN RIGHTS WITH REGARD TO NATURAL FLOW FOR PERSONS LIVING ON THE BANK OF ANY STREAM OR RIVER.
2. ALL NEW CONSTRUCTION, REMODELING, ADDITIONS OR REPAIRS TO ANY PUBLIC OR PRIVATE BUILDINGS WITHIN THE SUBDIVISION SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY SHERIDAN STANDARDS REGULATIONS AND BUILDING PERMITS AND INSPECTIONS ARE REQUIRED.
3. THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE.
4. ALL LOTS ARE ZONED R-2
5. SETBACKS FOR RESTORATION RANCH EAST MINOR TO BE AFTER ACCEPTED VARIANCES:
 - FRONT 15'
 - BACK 5'
 - SIDE 5'
 - SIDE STREET SETBACK 7.34' FOR EXISTING BUILDING

W FIFTH ST.
(80 FOOT RIGHT-OF-WAY)



LEGEND

- FOUND CORNER AS NOTED
- FOUND 1.5" AC LS 3159
- CALCULATED CORNER
- SET 1.5" AC LS 14250
- ALUMINIUM CAP
- P.O.B. POINT OF BEGINNING
- UTILITY EASEMENT
- BOUNDARY OF THIS SUBDIVISION
- ADJOINING LOT LINE
- INTERIOR LOT LINE
- SETBACKS
- EXISTING FENCE

DECLARATION VACATING PREVIOUS PLATTING

THIS PLAT IS THE RE-SUBDIVISION OF LOT A OF FAIRBANK-LIGHTFOOT MINOR SUBDIVISION, CITY OF SHERIDAN RECORDED IN DRAWER E PLAT NO: 11, INSTRUMENT NUMBER 133802, IN THE RECORDS OF SHERIDAN COUNTY CLERK. ALL EARLIER PLATS OR PORTIONS THEREOF ENCOMPASSED BY THE BOUNDARIES OF THIS PLAT ARE HEREBY VACATED.

CERTIFICATE OF SURVEYOR

I, CLAYTON ROSENBLUND, do hereby certify that I am a Registered Land Surveyor, licensed under the laws of the State of Wyoming, that this plat is a true, correct and complete plat of RESTORATION RANCH WEST MINOR SUBDIVISION, as laid out, platted, dedicated and shown hereon, that this plat was made from an accurate survey of said property conducted by me or under my supervision and correctly shows the location and dimensions of all lots, easements and streets of said subdivision in compliance with City of Sheridan regulations governing the subdivision of land.

REGISTERED LAND SURVEYOR
NO. 14250

SHERIDAN LAND CO'S 1ST
ADDITION BLOCK 10 LOT 6
(NOT PART OF THIS
SUBDIVISION)

SHERIDAN LAND CO'S 1ST
ADDITION BLOCK 10 LOT 7
(NOT PART OF THIS
SUBDIVISION)

SHERIDAN LAND CO'S 1ST
ADDITION BLOCK 10 LOT 8
(NOT PART OF THIS
SUBDIVISION)

NW CORNER FAIRBANK LIGHTFOOT
MINOR SUBDIVISION
1.5" AC LS 3159
N: 1898461.24
E: 1408909.81

S1/4 SECTION 22
2" AC 6812 2018
N: 1898070.640
E: 1408869.477
LATITUDE: N 44°48'26.7591"
LONGITUDE: W 106°57'40.9361"

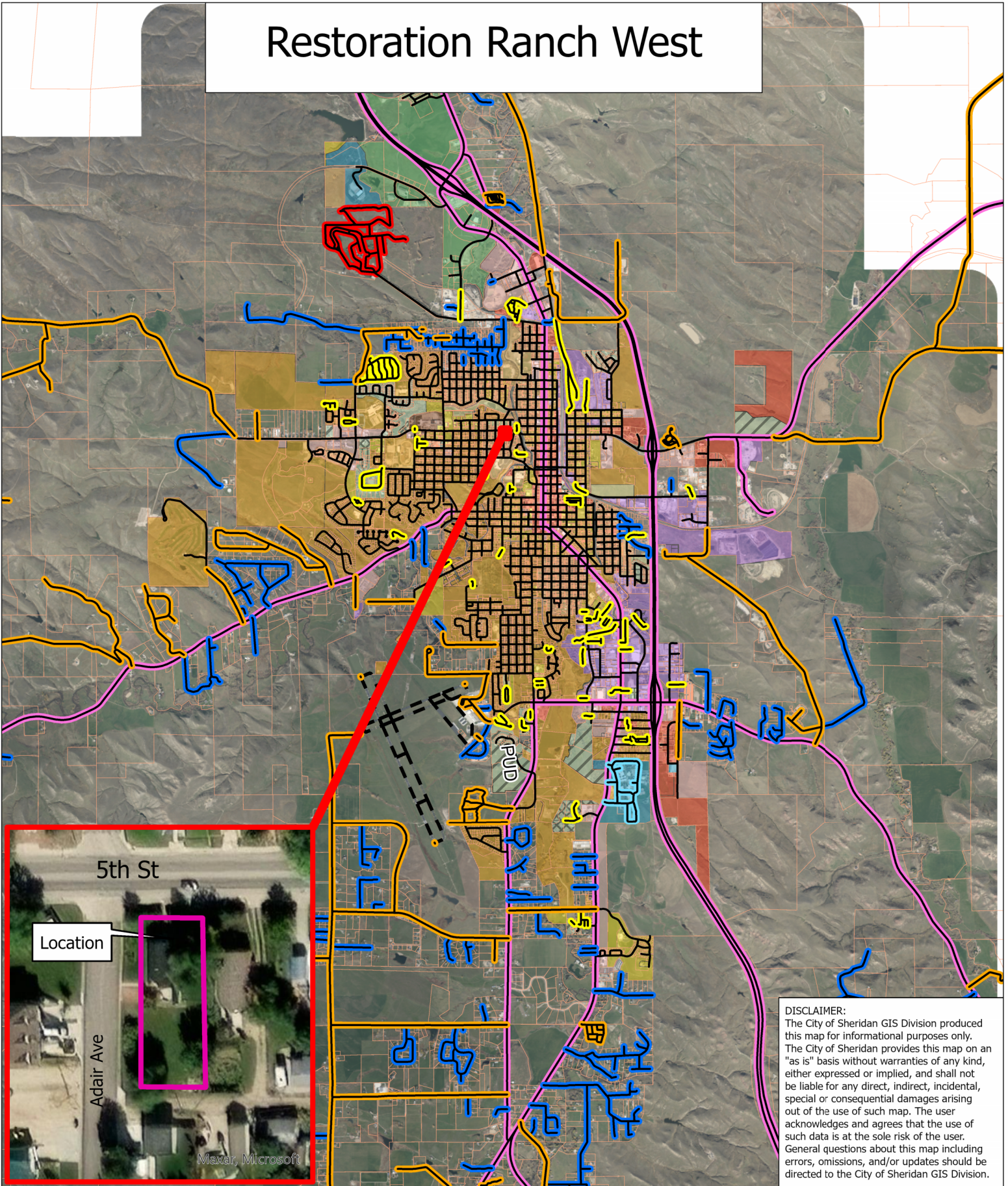


51 COFFEN AVE SUITE #2
SHERIDAN, WYOMING 82801

DATE OF PREPARATION: JUNE 18, 2024.

RECORD OWNER: RESTORATION RANCH LLC.
1814 KROE LN SHERIDAN, WY

Restoration Ranch West



DISCLAIMER:
The City of Sheridan GIS Division produced this map for informational purposes only. The City of Sheridan provides this map on an "as is" basis without warranties of any kind, either expressed or implied, and shall not be liable for any direct, indirect, incidental, special or consequential damages arising out of the use of such map. The user acknowledges and agrees that the use of such data is at the sole risk of the user. General questions about this map including errors, omissions, and/or updates should be directed to the City of Sheridan GIS Division.



Legend

 County Road

 Private Road

 PUBLIC ROAD

 City of Sheridan Road

 Sheridan College Road

 Sheridan County Airport

 State of Wyoming Road

 VA Road

 Parcels

 PUD

 PUD - B1 ZONE

 PUD - M1 ZONE

 PUD - R1 ZONE

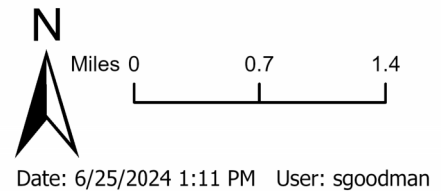
 PUD - R2 ZONE

 PUD - R3 ZONE

 Zoning City

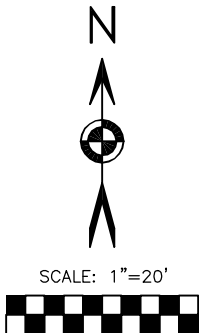
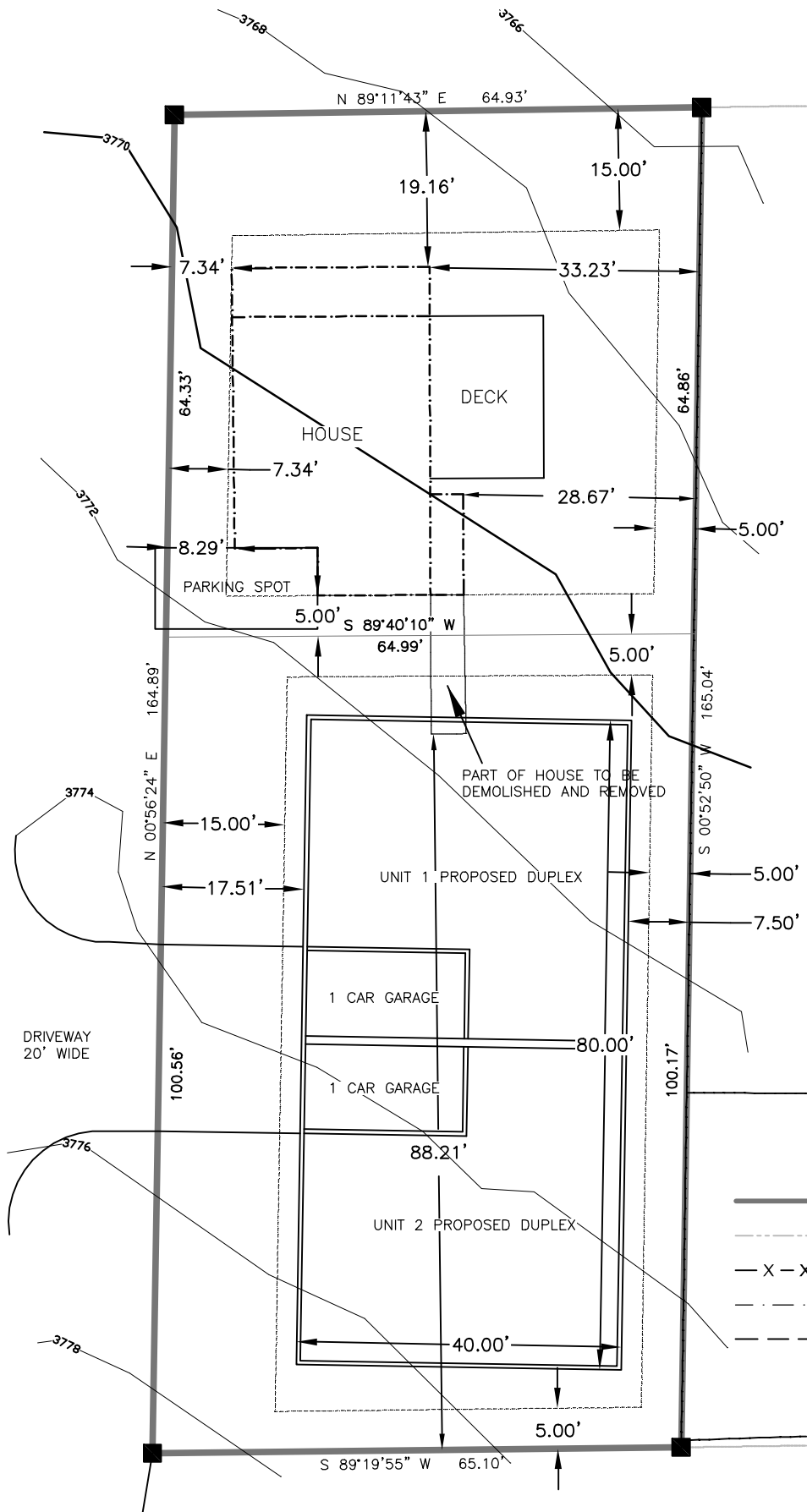
 MA - Medical Arts District

 R1 - Residence District



SITE PLAN

OF LOT A FAIRBANK – LIGHTFOOT MINOR SUBDIVISION ADDITION TO THE CITY OF SHERIDAN LOCATED
IN THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER (SW1/4SE4) OF SECTION 22, TOWNSHIP 56 NORTH,
RANGE 84 WEST, OF THE 6TH PRINCIPLE MERIDIAN, SHERIDAN COUNTY, WYOMING
CONTAINING ±10720 SQ. FT. (±0.24 ACRES) MORE OR LESS.



BASIS OF BEARINGS ARE
US STATE PLANE, NAD 83
WYOMING EAST CENTRAL ZONE
DISTANCES ARE GROUND (US
SURVEY FEET)
PAF:1.000235

LEGEND

- FOUND 1.5" AC LS 3159
- SET 1.5" AC PER LS 14250
- AC ALUMINUM CAP
- LOT LINE
- ADJOINING LOT LINE
- EXISTING FENCE
- BUILDING FOUNDATION
- ROOF OVERHANGS

SURVEYOR'S CERTIFICATE:
I, CLAYTON P. ROSENLUND DO
HEREBY CERTIFY THAT THIS PLAT
WAS MADE FROM AN ACTUAL FIELD
SURVEY PERFORMED BY ME OR
UNDER MY DIRECT SUPERVISION
AND THAT IT CORRECTLY SHOWS
THE LOCATION TO THE BEST OF MY
KNOWLEDGE.



PREPARED BY:

Cannon Consulting LLC (307) 752-0109

FOR: RESTORATION RANCH LLC
SHERIDAN, WY, 82801

Date: 6/12/24

**CITY OF SHERIDAN
RESOLUTION 30-24**

A RESOLUTION approving PL-24-18, the final plat of Restoration Ranch West Subdivision, a re-subdivision of Lot A, Fairbank-Lightfoot Minor Subdivision, dividing 0.25 acres into 2 lots. Zoned R-2, located at 478 W 5th Street. (PIN 56842246400625).

WHEREAS, the final plat of Restoration Ranch West Subdivision has been reviewed for consistency with Appendix B (Subdivision Regulations) and other applicable City code; and

WHEREAS, all applicable requirements for a final plat have been met and all documents meet the applicable requirements in Appendix B (Subdivision Regulations).

Be it resolved by the City of Sheridan Governing Body:

That the final plat of Restoration Ranch West Subdivision, a re-subdivision of Lot A, Fairbank-Lightfoot Minor Subdivision, dividing 0.25 acres into 2 lots. The property is zoned R-2, located at 478 W 5th Street.

In approving Restoration Ranch West Subdivision, the City of Sheridan Governing Body finds the following as required by Sheridan City Code Appendix B §202:

- A. The property is already within the corporate limits of the City and requires no further action as pertains to annexation.
- B. The lots as platted conform to the requirements of the City Zoning Ordinance with the exception of the variances granted.
- C. The subdivision falls outside of the Airport Influence Area.
- D. As concluded by City Public Works staff, there is adequate long-term water supply to serve this subdivision as of the time of this resolution.

PASSED, APPROVED, AND ADOPTED this 5th day of August, 2024.

Richard Bridger, Mayor

ATTEST:

Cecilia Good, City Clerk