Sheridan City Board of Adjustment
Meeting Agenda
April 10, 2025
7:00 PM, City Council Chamber, City Hall

1. Call to Order and Roll Call of Members

2. Election of Chairman

   Nominations:

   Vote:

3. Election of Vice Chairman

   Nominations:

   Vote:

4. Approval of Agenda as Presented

   Motion by:

   Second:

   Vote:

5. Proof of Notice of Meeting

6. Review, correction, and approval of minutes of the March 27, 2025 meeting.

   Motion by:

   Second:

   Vote:

   Old Business

   New Business

7. Comments from commissioners and staff.

8. Adjourn

MEMO

TO:	Board of Adjustment
FROM:	Sue Goodman, Planning Tech
RE:	Proof of Notice of Meeting

Attachments

legal ad

Public Notice
Board of Adjustment

The Board of Adjustment of the City of Sheridan, Wyoming, will meet in the City Council Chambers at City Hall, 55 Grinnell Plaza, Sheridan WY, at 7:00 P.M. on April 10, 2025 to consider the following items:

Elections of Chairman and Vice-Chairman

Ashlee Foster, City Clerk
Publish: March 31, 2025

---

oodle mix

herd mix
ire Terrier
riever mix

llmastiff

owner, please.

LEGALS

Public Notice
Board of Adjustment

The Board of Adjustment of the City of Sheridan, Wyoming, will meet in the City Council Chambers at City Hall, 55 Grinnell Plaza, Sheridan WY, at 7:00 P.M. on April 10, 2025, to consider the following items:

Elections of Chairman and Vice-Chairman
Publish Date: Mar 31, 2025
COL-700459

MEMO

TO: Board of Adjustment
FROM: Kelly Schroeder, Planning Director
RE: Review, correction, and approval of minutes of the March 27, 2025 meeting.

Motion by:

Second:

Vote:

Attachments

minutes

CITY OF SHERIDAN BOARD OF ADJUSTMENT
MEETING MINUTES
THURSDAY,MARCH 27, 2025
7:00 PM, CITY COUNCIL CHAMBERS,
3RD FLOOR CITY HALL

---

1. Chairperson Crump called the meeting to order at 7:00 P.M.

   The meeting was called to order with the following Board of Adjustment members present: Cathy Reichert, Jack Livingston, Joe Crump and Ken Pendergraft. Board member Nancy Drummond was absent. City of Sheridan staff members present included City Planner Kelly Schroeder, and Deputy City Clerk Candace Ainslie.

2. Approval of Agenda

   Board Member Livingston moved, seconded by Cathy Reichert to approve the agenda. Voice Vote, approved.

Chairperson Crump	Approved
Nancy Drummond	Absent
Cathy Reichert	Approved
Jack Livingston	Approved
Ken Pendergraft	Approved

3. Proof of Notice of Meeting was given.

4. Review, correction, and approval of minutes of February 13 and March 13, 2025 minutes. Motion by: Jack Livingston to approve the minutes, Second by Ken Pendergraft. Voice vote, unanimous.

5. Review, correction, and approval of minutes of the February 20, 2025 meeting.

   Motion by: Cathy Reichert to approve the minutes, Second by Ken Pendergraft Voice vote, unanimous.

6. OLD BUSINESS

There was no Old Business.

7. NEW BUSINESS

Consideration of PL-24-40; 1155 N Custer St. The applicant, Brandon R. Kysar, is requesting variances from the R-3 Residence District requirement of a 15-foot front yard setback to allow a 10-foot setback along E 8th St. and a variance from the 15-foot rear yard setback to allow a 5-foot setback on the south side to allow for an 8 plex apartment building. Zoned R-3 Residence District. PIN 56842330901425.

The applicant, Brandon Kysar, spoke about his moving the line of the building closer to the street to give the property owner behind the 8-plex more room and to alleviate potential drainage issues. He also said he would build an 6' privacy fence between the properties to ensure better privacy between the ground floor occupants and the neighbor. Mr. Kysar read a letter from a Property Manager explaining the shortage of rental property in Sheridan and the need for additional units.

Board member Jack Livingston asked if the applicant had discussed his plans with the neighbor to the South; the applicant answered yes.
Board member Ken Pendergraft asked about the location of the air conditioner unit and if it would create noise problems for the neighbors. The applicant answered that he would have the unit moved as far from the neighbors as possible.

Comments or questions from the public:
Carl Hartse, neighbor across the alley, voiced his concerns:

- Lack of available parking for occupants
- Lack of landscaping
- He believes the application of this variance will hurt the neighborhood overall and a smaller building would be better.
- The additional 3' in the rear of the building isn't enough to make a difference and makes the building too close to the street.
- Mr. Hartse is also concerned about snow removal, especially how it will affect parking and alley access. The applicant said he would commit to keeping the alley and other parking accessible during the winter.

Board members asked about the City requirements for parking.
City Planner Kelly Schroeder answered the City Code requires 6 spaces for an 8-unit building. The applicant, Mr. Kysar estimates there are 15 on the street with additional nearby on 8th street.
Board Chair Crump closed public comment at 7:20.

Board member Ken Pendergraft moved to approve the application, PL-24-40; 1155 N Custer St, seconded by Cathy Reichert. Board member Jack Livingston said that since the owner/manager has committed to keeping the area accessible for tenants, is there a way to require that? City Planner Kelly Schroeder said that it can be in the minutes of this

meeting but cannot be enforced through Code. Perhaps it could be included in the lease between the manager and tenants.

Voice vote on motion: unanimous, application PL-24-40; 1155 N Custer St., is approved.

Board member Ken Pendergraft read the final order with the following conditions:

- Approved as to front yard variance of 7, rear setback of 8'
- The Owner/Manager will provide access to parking for tenants.

Voice vote:

Chairperson Crump	Aye
Nancy Drummond	Absent
Cathy Reichert	Aye
Jack Livingston	Aye
Ken Pendergraft	Aye

8. Comments from Board and Staff:

   Kelly Schroeder announced the next meeting would be April 10 and asked the Board to please let her office know if that would work so applicants can be notified.

   Chair Crump asked staff if they could provide a public sign in sheet for public comment.

9. Chairperson Crump adjourned the meeting at 7:33 pm.

Date approved by Board of Adjustment: _____, 2025.

APPROVED:

_____

Joe Crump, Board of Adjustment Chairperson

ATTEST:

_____

Candace Ainslie, Deputy City Clerk