



**AGENDA
CITY OF SHERIDAN
MARCH 24, 2025
STUDY SESSION COUNCIL MEETING START 5:30 P.M.**

1. Discussion of Resolution 13-25 City-Initiated Special Exemptions for M1 Properties - City Planner Kelly Schroeder
2. Discussion of Utilities Service Potential - Utilities Director Dan Roberts
3. Discussion of Main Street Alleys Overhead Utilities - Project Manager David Ford
4. General Discussion and Potential Future Agenda Items - City Administrator Stuart J. McRae
A. Council Request for Future Agenda Items.



CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801

Ph (307) 674-6483 Fax (307) 674-2195

Planning

MEMORANDUM

RE: Discussion of Resolution 13-25 City-Initiated Special Exemptions for M1 Properties - City Planner Kelly Schroeder

From: Kelly Schroeder, Planning Director

To: City Council

CC:

Date: 03/12/2025

Recommendation:

Staff recommends approval of Resolution 13-25 City-Initiated Special Exemptions for M1 Properties.

Background:

On February 24, 2025, Planning Commission held a public hearing to discuss the proposed changes to the M-1 Industrial District and the adoption of a new M-2 Heavy Industrial District as outlined in Ordinance 2287.

Members of the public expressed concerns that existing heavy industrial properties would be negatively affected by the proposed changes.

Planning Commission recommended approval of Ordinance 2287 to City Council, with the recommendation that Council also grant Special Exemptions to M-1 property owners with an existing heavy industrial use.

Discussion:

Resolution 13-25 would authorize the Governing Body to grant Special Exemptions to M-1 property owners with an existing heavy industrial use that would be impacted by the adoption of Ordinance 2287. Examples of such uses include tow yards and salvage facilities, ammunition manufacturers, and raw material processing facilities. With the proposed changes to the M-1 Industrial district, such uses would be considered legal nonconforming ("grandfathered"), meaning they would be permitted to continue operating, but they would not be permitted to expand. Granting a Special Exemption to properties with an existing heavy industrial use would bring affected property owners into full compliance, allow them to grow their business, and prevent City staff from having to regulate nonconforming uses affected by Ordinance 2287.

Property owners with an existing heavy industrial use will have 6 months from the passing of Resolution 13-25 to work with City staff on applying for the City-initiated Special Exemption. Any property owner wishing to seek a Special Exemption on an M-1 property after the 6-month period may do so through the Board of Adjustment and at their own cost. The projected 6-month cutoff date is October 6, 2025.

Attachments

Draft Resolution

**CITY OF SHERIDAN
RESOLUTION 13-25**

A RESOLUTION, AUTHORIZING CITY INITIATED SPECIAL EXEMPTIONS FOR PROPERTY OWNERS DIRECTLY AFFECTED BY THE APPROVAL OF CITY ORDINANCE NO. 2287.

WHEREAS, the Governing Body of the City of Sheridan (the “City”) has approved Ordinance No. 2287 amending the M-1 Industrial District (the “Amendment”);

WHEREAS, the Amendment added “Heavy industrial uses as defined by these regulations” to the list of Special Exemption uses that require additional review and approval;

WHEREAS, the Amendment may have made property owners’ uses within the M-1 Industrial District whose existing use is Heavy Industrial nonconforming; and

WHEREAS, to prevent nonconforming uses and City Staff from having to regulate nonconforming uses, the Governing Body desires to have City initiated Special Exemptions for any property owner whose existing use was made nonconforming as a result of City Ordinance No. 2287.

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF SHERIDAN, WYOMING:

The City authorizes City initiated Special Exemptions for any property owner whose existing use was made nonconforming as a result of City Ordinance No. 2287. This City initiated Special Exemption shall only apply to those property owners within the M-1 Industrial District whose existing use prior to the adoption of City Ordinance No. 2287 was conforming, but only after the approval City Ordinance No. 2287 became nonconforming. This City initiated Special Exemption shall be at no cost to the applicable property owners.

This City initiated Special Exemption shall only be open for six (6) months beginning on April 7, 2025, and terminating on October 6, 2025. City Staff shall support and bring before the Governing Body any and all Special Exemptions on behalf of the applicable property owners for the Governing Body’s approval. City Staff may bring said Special Exemptions before the Governing Body at any time during this six (6) month period.

Any property owner who believes they were directly affected by City Ordinance No. 2287 and the Amendment shall apply for the City initiated Special Exemption with the City Planner, Kelly Schroeder, via email at kschroeder@sheridanwy.gov or telephone at (307) 675-4248.

All applications for the City initiated Special Exemption shall include the following information:

1. Applicant’s Name;
2. Property Owner’s Name, if different than the applicant’s name;
3. Address of Property the Special Exemption is for;
4. The Use on the Property that is believed to be “Heavy Industrial;” and
5. When or for how long the “Heavy Industrial” Use has been conducted on the Property.

City Staff retains the right to investigate any and all applications made under this Resolution, and City Staff retains the right to deny any application that is not complete or in conformity with the purpose of this Resolution and the City initiated Special Exemptions. All applications made under this Resolution that are not complete by or made after October 6, 2025, shall not be eligible for a City initiated Special Exemption to be approved by the Governing Body. Special Exemption requests received after October 6, 2025, shall go before the Board of Adjustment and all costs associated with said request shall be the responsibility of the property owner.

PASSED, APPROVED AND ADOPTED this _____ day of _____ 20__.

City of Sheridan

Richard Bridger, Mayor

ATTEST:

Ashlee Foster, City Clerk



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Utilities

MEMORANDUM

RE: Discussion of Utilities Service Potential - Utilities Director Dan Roberts
From: Dan Roberts, Utilities Director
To: City Council
CC: City Administrator Stuart McRae
Date: 03/24/2025

Discussion:

The Utility Department Staff will give a presentation to the City Council discussing the potential of the City's Water, Sewer and Landfill/Solid Waste utilities to serve growth.

Staff will discuss what practices we use to position our utility systems to be able to adequately serve planned growth, and we will discuss the capabilities of each of our utilities, as they exist today, to serve a certain population number. In addition, we will discuss any plans we might have in the works which are intended to increase our capability to serve long-term growth.



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Public Works

MEMORANDUM

RE: Discussion of Main Street Alleys Overhead Utilities - Project Manager David Ford
From: David Ford, Project Engineer
To: City Council
CC:
Date: 03/19/2024

Background:

The alleyways both east and west of Main Street contain approximately 5 different overhead utilities. These include MDU, Century Link, Range Communication, Spectrum, and Bluepeak Fiber. At one time, the power and communication lines were on Main Street. They have since been placed in the alleyway as a way to improve the esthetics and vitality of Main Street.

Discussion:

Discussion of the alleyways both east and west of Main Street and the overhead utilities and what challenges would be faced in placing the utilities underground.
