



PLANNING AND ZONING COMMISSION MEETING AGENDA

September 14, 2022 at 7:00 p.m.

ROLL CALL

APPROVAL OF MINUTES

1. Review and approval of the August 10, 2022 Planning & Zoning Commission Meeting Minutes. – [Packet Report Page #2](#)

ACCEPTANCE OF STAFF REPORTS AND CORRESPONDENCE

1. Review and acceptance of all staff reports and correspondence into the record.

PUBLIC HEARINGS

1. Request to amend the Master Plan Land Use Map from I, C and HDR to LDR and amend the Official Zoning Map from I-1 to R-3, filed by 1st Arrow Corp (Project # PZ-22-00338) – [Report Packet Page #8](#)

UNFINISHED BUSINESS

1. None

NEW BUSINESS

1. Rogue Plumbing – Conditional Use Permit request for a “contractor office, shop, and yard” in the B-3 Central Business District at 267 Industrial Drive (Project # PZ-22-00331 Staff Representative: Cathy Greene, City Planner) [Report Packet Page #46](#)
2. Conditional Use Permit request for an “oversized detached garage”, submitted by Patrick Bettolo (homeowner) (Project #: PZ-22-00336 Staff Representative: Cathy Greene, City Planner) [Report Packet Page #72](#)
3. Conditional Use Permit and Major Site Plan Review submitted by Dan Kennedy, PE with JFC Engineers & Surveyors for Steed Metals. A request for a “scrap metal or used materials processing, handling, and storage facilities”. (Project # PZ-22-00343 Staff Representative: Cathy Greene, City Planner) [Report Packet Page #95](#)

NOTIFICATION OF MINOR SITE PLANS AND STAFF APPROVED CONDITIONAL USE PERMITS

1. Jared McAfee – Special Purpose Fence – CUP at 429 C Street (Project #: PZ22-00340)

Total of 40 new projects input in August, and 34 approved or closed out. These are a combination of: CUP, Residential Site Plans, Signs, Administration, Research, Occupation Tax Applications, Home Occupations, Minor Site Plans, Zoning Certifications, and Preliminary Application Reviews.

PETITIONS AND COMMUNICATIONS

1. Written petitions and communications.
 - a. Update Business Licenses – [Packet Report Page #131](#)
 - b. Update on City Council actions - [Packet Report Page #135](#)
2. Petitions and communications from the floor.

ADJOURNMENT

**PLANNING AND ZONING
COMMISSION MINUTES**
August 10, 2022
Wednesday, 7:00 p.m.
City Hall, Rock Springs, Wyoming

Commissioners Present:	Chairman Justin Lemon Blake Manus Kevin Hardesty	Emily Lopez Ken Fortuna Lacey Brown
Commissioners Absent:	Zane Isaacson Dan Kennedy Vice Chairman Cody Wylie	
Staff Present:	Cathy Greene, Planner Amy Clark, Senior Administrative Planning Technician	

CALL TO ORDER

Chairman Lemon called the meeting to order at 7:00 p.m.

ROLL CALL

After roll call it was determined that a quorum was present to proceed.

APPROVAL OF MINUTES

Chairman Lemon asked the Commission for any corrections or additions to the Minutes from the ~~June~~ July 13, 2022, Planning and Zoning Commission Meeting.

Commissioner Hardesty motioned to approve the minutes from the June 13th meeting.

Ms. Greene stated she would like to amend that to July 13th, typo in the agenda.

Commissioner Lopez: Motion to approve the Minutes with amendment.

Commissioner Manus: Second.

Vote: All in favor. Motion carried unanimously.

ACCEPTANCE OF STAFF REPORTS AND CORRESPONDENCE

Chairman Lemon asked for a motion to accept all correspondence and Staff Reports into the record.

Commissioner Hardesty: Motion to accept all correspondence and Staff Reports into the record.

Commissioner Lopez: Second.

Vote: All in favor. Motion carried unanimously.

PUBLIC HEARINGS

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

1) Request for a Conditional Use Permit to operate a Family Child Care Home (FCCH) at 303 Midway Street, filed by Avery Adventures. (Project # PZ-22-00273)

Staff Report

Ms. Greene presented the Staff Report to the Commission.
Notifications were sent out on July 28, 2022.

Commissioner Questions for Applicant

Chairman Lemon asked the applicant or a representative for the project to come forward.

Kayla (McConnell) Avery noted she previously ran a successful daycare in Evanston, we recently moved back to Rock Springs and I would like to provide daycare services in the home that I have now.

Public Comments

Chairman Lemon asked for anyone who would like to comment on the project to come forward.
No comments in support of or opposed to the application.
Chairman Lemon then asked for a staff recommendation.

Staff Recommendation

Ms. Greene recommended: Staff recommends approval with the following conditions:

1. Approval is for the provider, Ms. McConnell, to conduct childcare services at 303 Midway Street. Should the provider move to a new location, a new FCCH Conditional Use Permit shall be required.
2. Conditional Use Permit approval is for the hours from 7:00 a.m. to 5:00 p.m., Monday through Friday for a maximum of ten (10) children at any given time. Should the applicant wish to modify this approval, including changing to the number of children and/or the hours of operation, a new application shall be submitted to the City of Rock Springs Planning & Zoning Division.
3. By ordinance, Family Child Care Homes shall obtain all required licenses from the State of Wyoming and shall also be approved by the City of Rock Springs Building Department and Fire Department.
4. By ordinance, Family Child Care Home Conditional Use Permits shall not run with the land. Subsequent providers on the same property (303 Midway Street) shall receive a separate Family Child Care Home Conditional Use Permit.
5. Should the applicant fail to operate a Family Child Care Home at this address for a period more than 365 consecutive calendar days, the Permit shall be deemed expired.
6. The Planning & Zoning Commission shall have the right to revoke or revise the Family Child Care Home Conditional Use Permit, should legitimate complaints be lodged by property owners located within 200 feet of the Family Child Care Home that the child care facility has adverse impacts on the health, safety and/or welfare of the neighborhood, or for failure to comply with the above conditions of approval.

Commissioner Hardesty asked if another Family Childcare Home had previously been approved in this same area.

Ms. Greene confirmed yes.

Commission Vote

Commissioner Lopez: Motion to approve with staff recommendations.

Commissioner Fortuna: Second.

Vote: All in favor. Motion carried unanimously.

2) Request for an informal review of a Sketch Plat for Aspen Mountain Medical Center, submitted by Curtis Mayse (Steamboat Orthopedics) and represented by Shawn Arnoldi, PE (WHS Engineering, Surveying, & Planning). (Project # PZ-22-00292)

Staff Report

Ms. Greene presented the Staff Report to the Commission.

Commissioner Questions for Applicant

Chairman Lemon asked the applicant or a representative for the project to come forward.

Eric Harris, staff engineer with WHS, reviewed the existing hydrant locations and distances from the proposed project, the existing services, and asked why the connection is being required from College Drive.

Ms. Greene noted that a change to the plumbing code that was adopted through ordinance that requires separate lots to have separate connections. The original site plan pre-dated the adoption of this code.

Chairman Lemon asked the Commission if they had any questions. With no questions he added that it is a pretty straight forward request and I understand the question about the connection, but that is outside of the Commission's jurisdiction to overrule code. To do so you have to go through the full appeals process, the City has an appeals board and staff can inform you about that process. Ms. Greene have we had anyone go through the appeals process?

Ms. Greene noted there is a separate board that the City has for handling these type issues and in the nine plus years that she has been here we haven't had anyone.

Chairman Lemon noted that there is an appeals process in ordinance and code that you can go through if you want to.

Commissioner Fortuna asked Ms. Greene if there were any questions that the Commission should be asking Mr. Harris.

Ms. Greene noted not necessarily and briefly reviewed the history of the project and if they choose to expand we will be looking at this again.

Public Comments

Chairman Lemon asked for anyone who would like to comment on the project to come forward.

No comments in support of or opposed to the application.

Staff Direction

Ms. Greene noted the information gathered from the utility review will be forwarded onto the applicant. I do not have a timeline on when the preliminary and final plans will be proposed, but they will come before the Commission.

3) Request for a Conditional Use Permit to operate a Child Care Center (CCC) at 1220 9th Street, filed by Sweet Little Smiles Daycare. (Project # PZ-22-00298)

Staff Report

Ms. Greene presented the Staff Report to the Commission.
Notifications were sent out on August 1, 2022.

Ms. Greene reviewed parking requirements in relation to the provided site plan and review of on-site parking, and recommended, as part of the conditional use, a one year time frame to pave the two parking spots and add an additional paved parking space to meet the requirements of the ordinance to the Commission.

Ms. Greene reviewed letter received by a neighbor with request for a 6' fence.

Commissioner Questions for Staff

Commissioner Fortuna asked how they would be able to provide a fifteenth parking spot.
Ms. Greene reviewed two resolution options to being able to obtain the additional required parking space.

Commissioner Questions for Applicant

Chairman Lemon asked the applicant or a representative for the project to come forward.

Brittany Wagnone noted that she came before the Commission last year and is expanding.
Commissioner Lopez asked if paving could be asphalt, because it's my understanding that asphalt is more cost effective than concrete. Can it be gravel, or does it have to be asphalt or concrete?
Ms. Greene noted that it could not be gravel, it has to be asphalt or concrete according to the ordinance.
Commissioner Lopez asked Ms. Wagnone if a year was a realistic timeline to meet the paving requirements for the parking spaces.
Ms. Wagnone replied yes.
Commissioner Hardesty asked Ms. Wagnone's opinion on the solid fence out back.
Ms. Wagnone noted she can see the reasoning behind it, because kids do throw things.
Commissioners discussed the type, height, location, and effectiveness of a fence in that area.
Ms. Wagnone noted that portion of the outdoor area would not be utilized by the children and she did not foresee utilizing that area in the future.

Public Comments

Chairman Lemon asked for anyone who would like to comment on the project to come forward.
No comments in support of or opposed to the application.

Chairman Lemon then asked for a staff recommendation.

Staff Recommendation

Ms. Greene recommended: Staff recommends approval of the application with the following conditions:
1. All utility review comments shall be addressed.
2. The rear fence required to protect the adjacent rear residential property on the side of the building as depicted in the photograph.

3. Paving be required on the front parking area in front of the outdoor play area within one year from date of approval.
4. Approval is for the provider Ms. Wagnone to provide services at 1220 9th Street. Should the provider make any changes to the number of children, employees or hours, a new CCC Conditional Use Permit shall be required.
2. Conditional Use Permit approval is for the hours from 7:00 a.m. to 6:00 p.m., Monday through Friday for a maximum of forty children at any given time, including two sessions of pre-school per day 8:30 a.m. to 11:30 a.m. and 12:30 p.m. to 3:30 p.m.
3. By ordinance, Child Care Center Conditional Use Permit shall obtain all required licenses from the State of Wyoming and shall also be approved by the City of Rock Springs Building Department and Fire Department.
4. By ordinance, Child Care Center Conditional Use Permit shall run with the land. Subsequent providers on the same property (1220 9th Street) can continue to use this CCC with no modifications.
5. The Planning & Zoning Commission shall have the right to revoke or revise any Child Care Center Conditional Use Permit, should legitimate complaints be lodged by property owners located within 200 feet of the Child Care Facility, if they have adverse impacts on the health, safety and/or welfare of the neighborhood, or for failure to comply with the above conditions of approval.

Commissioner Lopez asked for clarification on the date of approval.
Ms. Greene noted that date of approval is the date of the issued license.

Commission Vote

Commissioner Manus: Motion to approve with staff recommendations.

Commissioner Lopez: Second.

Vote: All in favor. Motion carried unanimously.

NOTIFICATION OF MINOR SITE PLANS / STAFF APPROVED CONDITIONAL USE PERMITS

- 1) CUP at 510 Dayton Drive – Special Purpose Fence – Jared McAfee – PZ-22-00298

Total of 39 projects input in July, and 29 approved or closed out. These are a combination of: CUP, Residential Site Plans, Signs, Administration, Research, Occupation Tax Applications, Home Occupations, Minor Site Plans, Zoning Certifications, and Preliminary Application Reviews.

PETITIONS AND COMMUNICATIONS

- 1) Written petitions and communications.
 - a. Update Business Licenses
 - b. Update on City Council actions - none
- 2) Petitions and communications from the floor.

ADJOURNMENT

With no further business, the meeting was adjourned at 7:40 p.m.

These minutes approved by the Rock Springs Planning and Zoning Commission by vote this
_____ day of _____ 2022.

Cathy Greene, Secretary, Planning & Zoning Commission



Planning & Zoning Commission Staff Report

Prepared: September 6, 2022

Meeting: September 14, 2022, 7:00 p.m.

REPORT SUMMARY			
Agenda Item:	Public Hearing #1	Project Number:	PZ-22-00338
Project Name:	1 st Arrow Corp. - Master Land Use Plan Amendment and Zoning Amendment		
Project Location:	78+/- acres located North of Stagecoach and East of Foothill		
Project Description:	Consideration of a Master Land Use Plan Amendment from Industrial (I) Commercial (C) & High Density Residential (HDR) to Low Density Residential (LDR) and a Zoning Map Amendment from Light Industrial I-1 to Medium Density Residential R-3.		
Applicant:	Stephen Thomas 1 st Arrow Corp. 6905 S. 1300 E. #277 Midvale, UT 84047	Property Owner:	Stephen Thomas 1 st Arrow Corp. 6905 S. 1300 E. #277 Midvale, UT 84047
Engineer:	Eric Harris WHS 1515 9 th Street, Ste A Rock Springs, WY 82901	Surveyor:	Theron Weston WHS 1515 9 th Street, Ste A Rock Springs, WY 82901
Public Notification:	Adjacent Property Letters Mailed 8/25/2022 Public Hearing Notice Published on Wednesday, 8/31/2022		
Current Master Plan Land Use Designation:	HDR (High Density Residential) Industrial (I) Commercial (C)	Proposed Master Plan Land Use Designation:	LDR (Low Density Residential)
Current Zoning District	I-1 (Light Industrial)	Proposed Zoning District	R-3 – (Medium Density Residential)
References:	2012 Master Plan, Section ES.6 Plan Amendments 2012 Master Plan, Table 3.3 2012 Master Plan, Map 3.1 Rock Springs Zoning Ordinance §13-901 Procedure for Amendments		
Attachments:	A. Application along with Master Plan and Zoning Map Change Boundary B. Utility Review Comment Sheets from August 30, 2022. C. Public Hearing Notice mailed to adjacent property owners & photos of property posting. D. Master Plan Findings		

PETITION:

Request for a Master Plan Amendment and Zoning Map Amendment application (**Attachment A**) for a 78 +/-acre parcel that lies north of Stagecoach Blvd and east of Foothill Blvd, see **Figure 1**. The request is to amend the Master Plan Land Use designation of this property from Industrial (I), Commercial (C), and High Density Residential (HDR) to LDR (Low Density Residential). The request is also to amend the Official Zoning Map of the City of Rock Springs to change the zoning designation of this property from Light Industrial (I-1) to R-3 (Medium Density Residential).

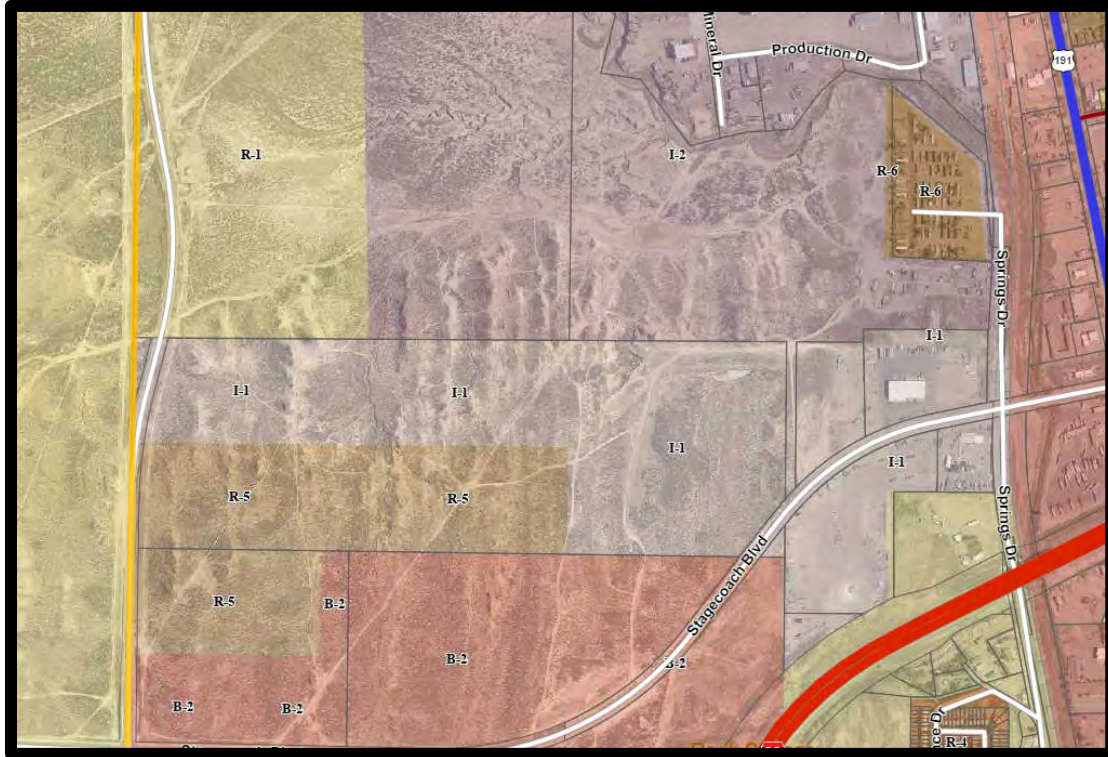
PROPERTY LOCATION AND DESCRIPTION:

Figure 1: Location Map

ADJACENT LAND USES:

Also, adjacent land uses are as follows:

- North – HDR & Industrial/R-5 and I-2 Vacant Land
- East – Industrial/I-1 Vacant Land
- West – HDR/R-1 – Vacant Land
- South – HDR, Commercial, Industrial/R-5 & B-2 Vacant Land

LEGAL DESCRIPTION:

The property is legally described as follows:

All of aka Lot 10, NW 1/4 SE 1/4 Section 22, N 1/2 aka Lot 11, NE 1/4 SW 1/4 Section 22, and N 1/2 aka Lot 12, NW 1/4 SW 1/4 Section 22, T19N, R105W, 6th PM, Rock Springs, Sweetwater County, Wyoming.

2012 MASTER PLAN

The current Rock Springs Land Use Plan was adopted by the Governing Body on May 7, 2013 and is called “The City of Rock Springs 2012 Master Plan: Today’s Plan for Tomorrow’s Future”. When an applicant desires to rezone a property, the first thing staff determines is whether or not the proposed rezoning will comply with the Official Land Use Map of the 2012 Master Plan. As noted in §13-901 of the Rock Springs Zoning Ordinance, the City Council may change the zoning of property within the City for the purpose of meeting the land use needs of the residents of the City in conformance with the City’s Land Use Plan (Master Plan).

As shown in **Figure 2**, the 2012 Master Plan Official Land Use Map shows that this property has three designations as “HDR (High Density Residential), C (Commercial) and I (Industrial)” and the applicant has proposed “LDR –Low Density Residential” land use designation. The requested LDR is defined in the 2012 Master Plan as “low intensity residential development at densities ranging from 0.5 to 7.0 dwelling units per acre.” (2012 Master Plan, Table 3.3). Compatible zoning districts within the LDR land use designation include R-E, R-1, R-2, and R-3.

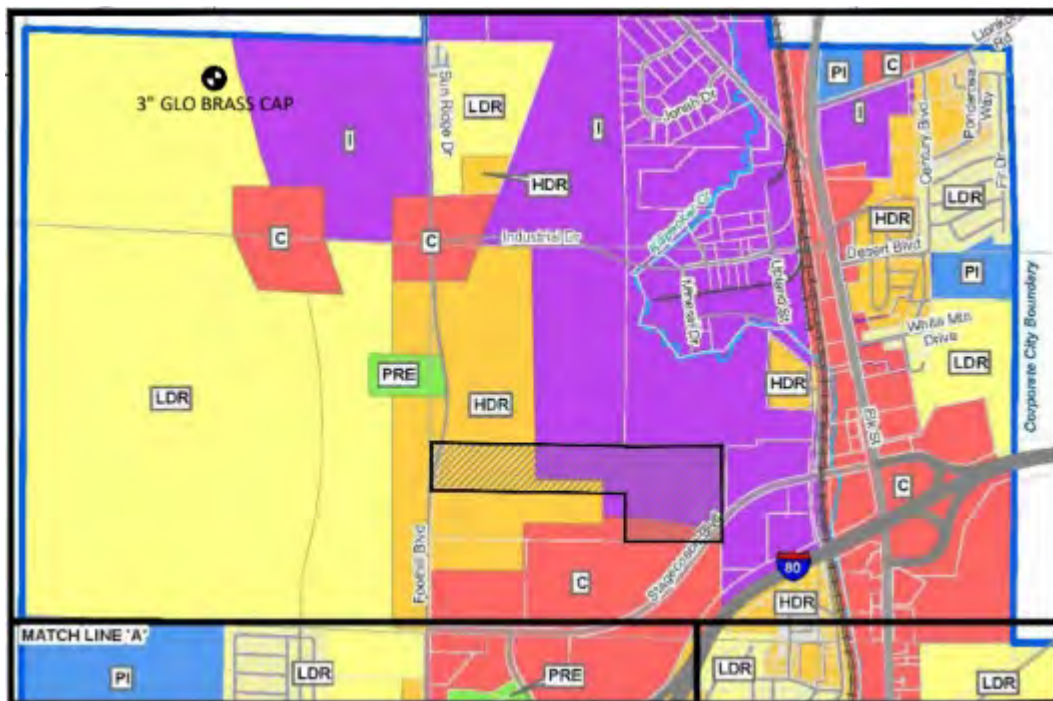


Figure 2: Master Plan Official Land Use Map

MASTER PLAN AMENDMENT REVIEW:

As Section ES.6 of the *Master Plan* states, amendments to the plan or accompanying maps may be made from time to time, provided that the following findings can be made, see **Attachment D**:

- (1) The proposed amendment represents an overall improvement to the character of the community and meets the general intent of the plan; and
- (2) The proposed amendment benefits the community at large and not an individual party or parties; and

- (3) The proposed amendment will not cause adverse impacts on the general health, safety and welfare of the community, nor of neighboring residents; and
- (4) The proposed amendment is keeping with the plan's vision, mission and goals; and
- (5) The proposed amendment is the minimum amendment necessary and is not of such a scope that an extensive update of the plan is required.

ZONING AMENDMENT

As shown in **Figure 3**, the property is currently zoned I-1 Light Industrial. The applicant is proposing that the property, consisting of 78 +/- acres be rezoned to R-3 Low Density Residential.

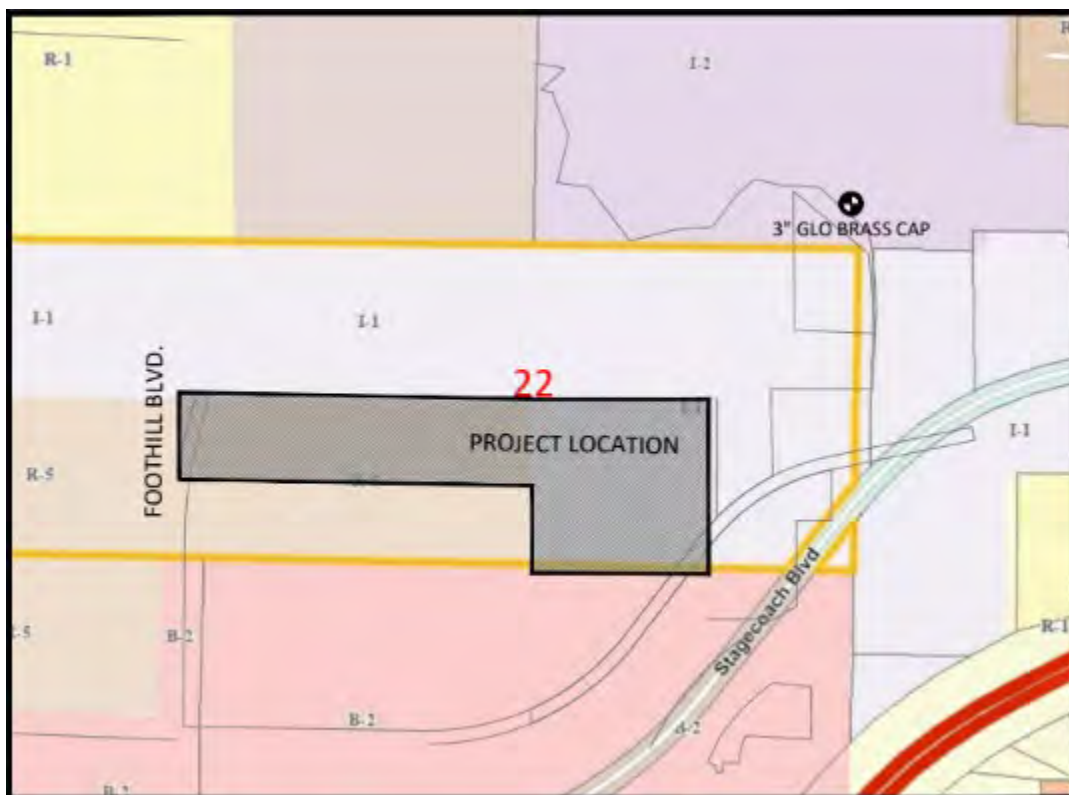


Figure 3: Official Zoning Map

UTILITY REVIEW AND PUBLIC NOTIFICATION:

A Utility Review Committee Meeting was held on August 30, 2022, comments are included, see **Attachment B**.

Public Hearing Notice letters were mailed to property owners located within 200 feet of the boundaries of the subject property on August 25, 2022. The letter stated that the request would be considered at the September 14, 2022 meeting. A Public Hearing Notice was duly published in the Rock Springs Rocket Miner on Wednesday, August 31, 2022. Additionally, the applicant provided photo documentation that the property was posted with a Public Notice Sign. All of this can be seen in **Attachment C**.

To date, no comments have been received. Staff will advise the Commission of any comments received after the date of this report.

PROCEDURE:

Master Plan text and map amendments shall be made only after first holding a public hearing before the Rock Springs Planning and Zoning Commission followed by a public hearing before the Rock Springs City Council, and shall be handled in the same manner as Zoning Map Amendments (§13-901).

The Planning and Zoning Commission's recommendation will be forwarded to the Rock Springs City Council for consideration at a Public Hearing. Public Hearing notice will once again be published in the Rocket Miner prior to the City Council Public Hearing. After the public hearing, the Master Plan Amendment will be voted on by Resolution. The Zoning Map Amendment will require approval by Ordinance, which requires three (3) ordinance readings.

STAFF RECOMMENDATION:

Staff will provide a formal recommendation after the public comment portion of the public hearing.

Attachment A

Application along with Master Plan and Zoning Map Change Boundary



CITY OF ROCK SPRINGS
MASTER PLAN LAND USE MAP
AND
ZONING MAP
AMENDMENT APPLICATION

Planning & Zoning Division
212 D Street
Rock Springs WY 82901
307.352.1540 (phone)
city_planner@rswy.net

City Use Only:

Date Received August 22, 2022

File Number: P2-22-00338

A. **PROPERTY ADDRESS:** T19N R105W SEC 22 N2N2SW4 NW4SE4 (N2 of lot 12&11 all of lot 10)

(NOTE: IF THE PROPERTY DOES NOT HAVE AN EXISTING ASSIGNED ADDRESS, LEGAL DOCUMENTATION OF THE LOCATION MUST BE SUBMITTED – i.e. Property Tax ID Number, Legal Description, etc.)

B. **CONTACT INFORMATION:**

NOTE: The City of Rock Springs will only send correspondence to the names and mailing addresses provided on this application. Attach a separate sheet if necessary.

Primary Contact Person (Applicant):

1st Arrow Corp.

Name

1-801-979-8136

Phone Number

hetinwyo@gmail.com

Email Address

6905 S. 1300 E. #277

Mailing Address

Midvale

City

UT

State

84047

Zip

Property Owner Information:

1st Arrow Corp.

Name

1-801-979-8136

Phone Number

hetinwyo@gmail.com

Email Address

6905 S. 1300 E. #277

Mailing Address

Midvale

City

UT

State

84047

Zip

Engineer Information:

Eric Harris

Engineer's Name

eharris@whsmithpc.com

Email

WHS

Company Name

307-362-6065

Phone Number

Fax Number

1515 9th St, STE A

Mailing Address

Rock Springs

City

Wy

State

82935

Zip

Surveyor Information:

Theron Weston

Surveyor's Name

tweston@whsmithpc.com

Email

WHS

Company Name

307-362-6065

Phone Number

Fax Number

1515 9th St, STE A

Mailing Address

Rock Springs

City

Wy

State

82901

Zip

C. PLEASE ANSWER THE FOLLOWING (attach a separate sheet if necessary):

- | | |
|---|---------------------|
| 1. Existing Master Plan Land Use Map Designation: | <u>See Map</u> |
| 2. Requested Master Plan Land Use Map Designation: | <u>See Map</u> |
| 3. Existing Zoning Map Designation: | <u>I-1</u> |
| 4. Requested Zoning Map Designation: | <u>R-3</u> |
| 5. Square footage and/or acreage of property to be rezoned: | <u>78 +/- Acres</u> |

(if amending to multiple plan designations/zoning districts, provide acreage of each proposed new plan designation/zoning district area)

6. Current Use of Land: vacant industrial land
7. Proposed Use of Land: vacant residential land
8. Reason for requested Zoning Map Amendment:

The land owner wants to change the zoning to residential land due to current market and demand. This community currently has many vacant properties that are commercial and industrial and this zone change would better serve the Rock Springs community creating affordable residential housing.

D. AMENDMENT JUSTIFICATION: SEE ATTACHED

In order to justify the request, the following statements MUST be addressed. Please do so with typewritten text and submit separately as an attachment to this application. The current Rock Springs Master Plan Land Use Map and Zoning Map are available on the Rock Springs website at www.rswy.net.

1. The proposed amendment represents an overall improvement to the character of the community and meets the general intent of the plan; and
2. The proposed amendment benefits the community at large and not an individual party or parties; and
3. The proposed amendment will not cause adverse impacts on the general health, safety and welfare of the community, nor of neighboring residents; and
4. The proposed amendment is in keeping with the plan's vision, mission and goals; and
5. The proposed amendment is the minimum amendment necessary and is not of such a scope that an extensive update of the plan is required.

E. SUBMITTAL REQUIREMENTS:

NOTE: The following items are required for submitting a complete Master Plan Land Use Map and Zoning Map Amendment Application and must be submitted in accordance with the submittal deadlines listed in Section G of this application. Applications submitted after the submittal deadlines as listed will be postponed until the following month.

An incomplete application will not be reviewed and will be returned to the petitioner.

- ☐ Filing Fee (\$300.00).
- ☐ A detailed map, drawn to scale, of the property requested for Master Plan amendment and rezoning. If the full-size scaled drawing is on a size larger than 11" x 17", then in addition to the 20 full size copies plus one reduced copy no larger than 11" x 17" must also be submitted. A survey may be required.
- ☐ Legal description of the property provided on a typed sheet attached to this application and also supplied electronically in Word format. The electronic format can be emailed to city_planner@rswy.net. If requesting multiple land use designations and/or zoning district areas, a separate legal description must be included for each area.

- ☐ Petitioner shall post the property at least ten (10) days prior to the first public hearing. At a minimum, the sign shall state the nature of the request and time and date of the public hearing. (See *Section F of this application for suggested posting language.*) Photo documentation of the sign shall be provided to the City of Rock Springs Planning Department at least ten (10) days prior to the Planning and Zoning Commission public hearing. Photo documentation can be emailed to city_planner@rswy.net.

F. SAMPLE PROPERTY POSTING NOTICE

(Lettering should be sufficiently sized so as to be visible from the adjacent public street.)

**PUBLIC NOTICE OF PROPOSED MASTER PLAN LAND USE MAP
AND ZONING MAP AMENDMENT**

Take notice that this property, owned by _____ and totaling _____
acres, is proposed for a Master Plan Land Use Map Amendment from _____ to _____ **AND** Zoning Map
Amendment from _____ to _____.

A Public Hearing will be held before the City of Rock Springs Planning & Zoning Commission on
_____ at 7 p.m. in the City Council Chambers to consider said action.

Interested parties may obtain more information by attending the meeting or by contacting the City of
Rock Springs at (307) 352-1540 or email at city_planner@rswy.net.

~ Continued on Next Page~

G. SUBMITTAL SCHEDULE:

NOTE: Applications that are not received by **5:00 p.m.** on the Application Deadline will be postponed until the following month's meeting. If a deadline falls near a City holiday, please contact the Planning Department to verify the days City Hall will be closed to ensure that your application is submitted on time.

BE ADVISED: THE APPLICANT (OR ASSIGNED REPRESENTATIVE) MUST ATTEND ALL SCHEDULED MEETINGS.

	January P&Z Meeting	February P&Z Meeting	March P&Z Meeting	April P&Z Meeting	May P&Z Meeting	June P&Z Meeting	July P&Z Meeting	August P&Z Meeting	September P&Z Meeting	October P&Z Meeting	November P&Z Meeting	December P&Z Meeting
Application Deadline	12/20/2021	1/17/2022	2/14/2022	3/21/2022	4/18/2022	5/16/2022	6/20/2022	7/18/2022	8/22/2022	9/19/2022	10/17/2022	11/21/2022
Public Hearing Ad	A Public Hearing Notice will be prepared by the City of Rock Springs and published in the Rock Springs <i>Rocket Miner</i> Newspaper a minimum of fifteen (15) days prior to the Planning and Zoning Commission Public Hearing.											
Property Posted by Petitioner	12/29/2021	1/26/2022	2/23/2022	3/30/2022	4/27/2022	5/25/2022	6/29/2022	7/27/2022	8/31/2022	9/28/2022	10/26/2022	11/30/2022
Adjacent Owner Notice	Property Owner Notices will be prepared by the City of Rock Springs and mailed to property owners within 200' of the effected property a minimum of ten (10) days prior to the Planning and Zoning Commission Public Hearing.											
P&Z Public Hearing*	1/12/2022	2/9/2022	3/9/2022	4/13/2022	5/11/2022	6/8/2022	7/13/2022	8/10/2022	9/14/2022	10/12/2022	11/9/2022	12/14/2022
City Council Hearing Ad	<u>After</u> the Planning and Zoning Commission Public Hearing, a second Public Hearing Notice is prepared by the City of Rock Springs and published in the Rock Springs <i>Rocket Miner</i> Newspaper a minimum of fifteen (15) days prior to the City Council Public Hearing.											
*Council Public Hearing	2/15/2022 **	3/15/2022 **	4/5/2022	5/17/2022 **	6/7/2022	7/5/2022	8/16/2022 **	9/6/2022	10/18/2022 **	11/15/2022 **	12/6/2022	1/17/2023 **

BE ADVISED:

*Master Plan Land Use Map Amendments are voted upon by Resolution. Zoning Map Amendments are voted on by Ordinance. Ordinances must be read at three consecutive meetings of City Council prior to being accepted. The above-listed dates represent the anticipated public hearing date only.

** City Council Meetings - Meeting date is delayed due to the Rocket Miner's advertising deadlines, the required 15 publication notice, and the dates of the month that the meetings fall on.

H. SIGNATURE(S) REQUIRED:

I acknowledge that I have read and understand this application and the pertinent regulations. I further certify that the information provided with this application is true and correct, and false or inaccurate information used by an applicant to secure compliance with the Zoning Ordinance shall be reason to deny or revoke any application or permit. I understand that it is the responsibility of the applicant and/or property owner to secure any and all required Local, Federal and State Permits (i.e. DEQ permits, County Permits, etc.) and I agree to contact those agencies accordingly.

All petitioners and property owners must sign this application. Attach a separate sheet if necessary.

Signature of Applicant	<u>Stephen Thomas</u> ^{1st Arrow, Corp} <u>V/P</u>	Date	<u>19 Aug 2022</u>
Signature of Owner	<u>Stephen Thomas</u> ^{1st Arrow, Corp} <u>V/P</u>	Date	<u>19 Aug 2022</u>
Signature of Engineer	<u>[Signature]</u>	Date	<u>22 Aug 2022</u>
Signature of Surveyor	<u>Theron Weston</u>	Date	<u>22 Aug 2022</u>

I. CITY COUNCIL ACTION:

Master Plan Use Map Amendments are voted upon by Resolution while Zoning Map Amendments are voted upon by the Governing Body by Ordinance. In regard to the Zoning Map Amendment, if there is a written protest against a change in the zoning classification of a parcel of land, signed by the owners of twenty (20) percent or more of the area of lots included in the proposed change, or of those within a distance of one hundred forty (140) feet, the change shall not be approved except upon the affirmative vote of three-fourths (3/4) of all of the members of the City Council.

AMENDMENT JUSTIFICATION

The proposed amendment represents an overall improvement to the character of the community and meets the general intent of the plan; **and creates a similar balance of residential and commercial property in the adjacent areas.**

The proposed amendment benefits the community at large and not an individual party or parties; **and will potentially support the demand for affordable housing in Rock Springs.**

The proposed amendment will not cause adverse impacts on the general health, safety and welfare of the community, nor of neighboring residents; **and will meet the goals and enhance the overall balance and intent of the 2018 City of Rock Springs Master Plan.**

The proposed amendment is in keeping with the plan's vision, mission and goals; **and will potentially support the community needs based on the 2018 City of Rock Springs Master Plan.**

Receipt number: R-2022-08-23-00480

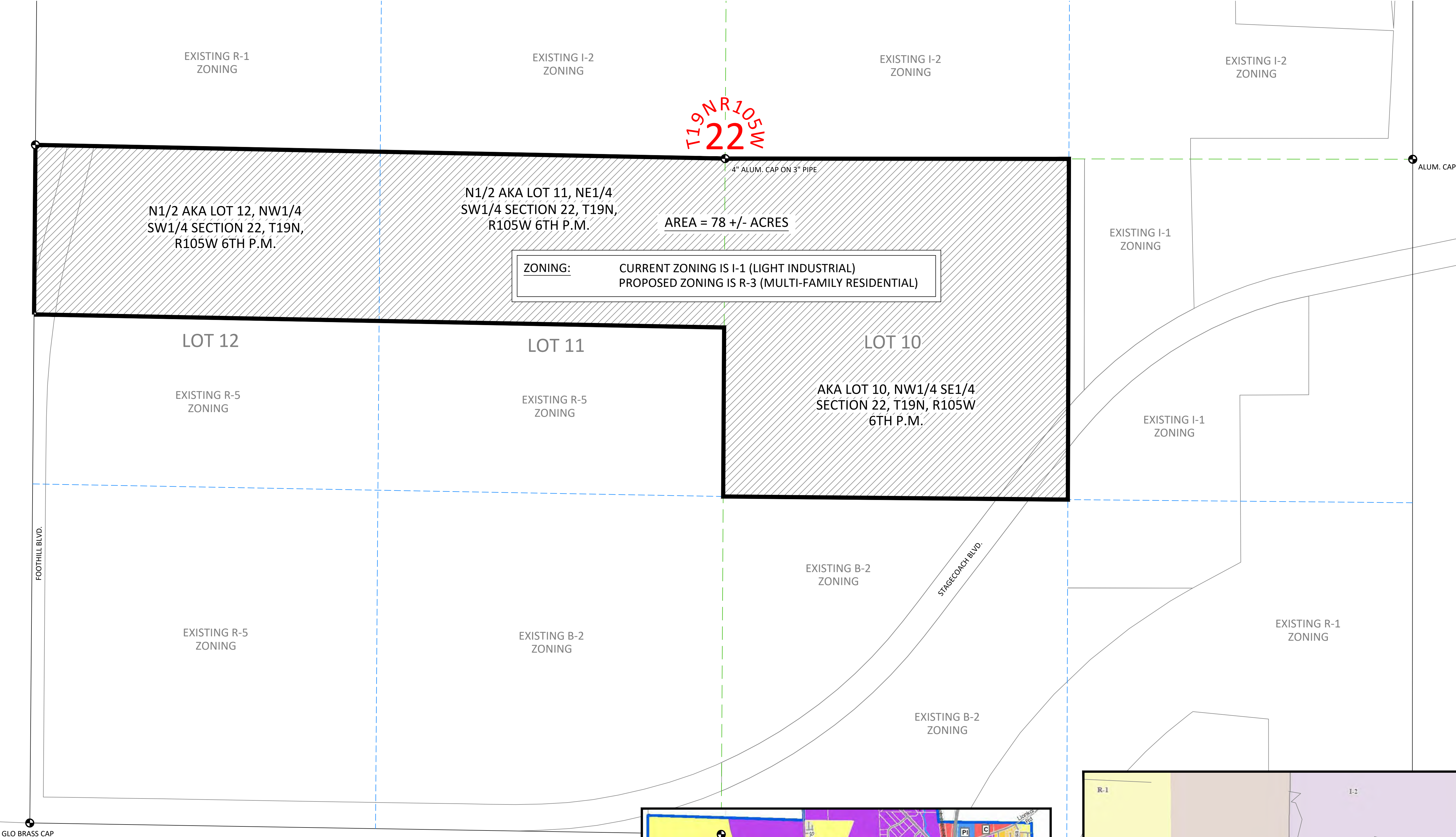
**City of Rock Springs
Finance Dept**

Payor: William H. Smith & Associates Inc

Item				Amount
Cash Accounts		Revenue Accounts		
Project	PZ-22-00338	Master Plan Amendment and Zone Change	XYZ NO STREET	\$300.00
Check 29315				\$300.00
Total tendered				\$300.00
Total paid				\$300.00
Change				\$0.00

Transaction Date: Aug 23, 2022 8:44:56 AM **Batch:** CCR-2022-08-23-0001 **Cashier:**
melissa_kimball

MASTER PLAN AMENDMENT AND REZONING
LOCATED IN ALL OF THE N1/2 N1/2 SW1/4, NW1/4 SE1/4, AKA LOTS 10, 11, 12
SECTION 22, T. 19 N., R. 105 W., 6TH P.M.,
ROCK SPRINGS, SWEETWATER COUNTY, WY

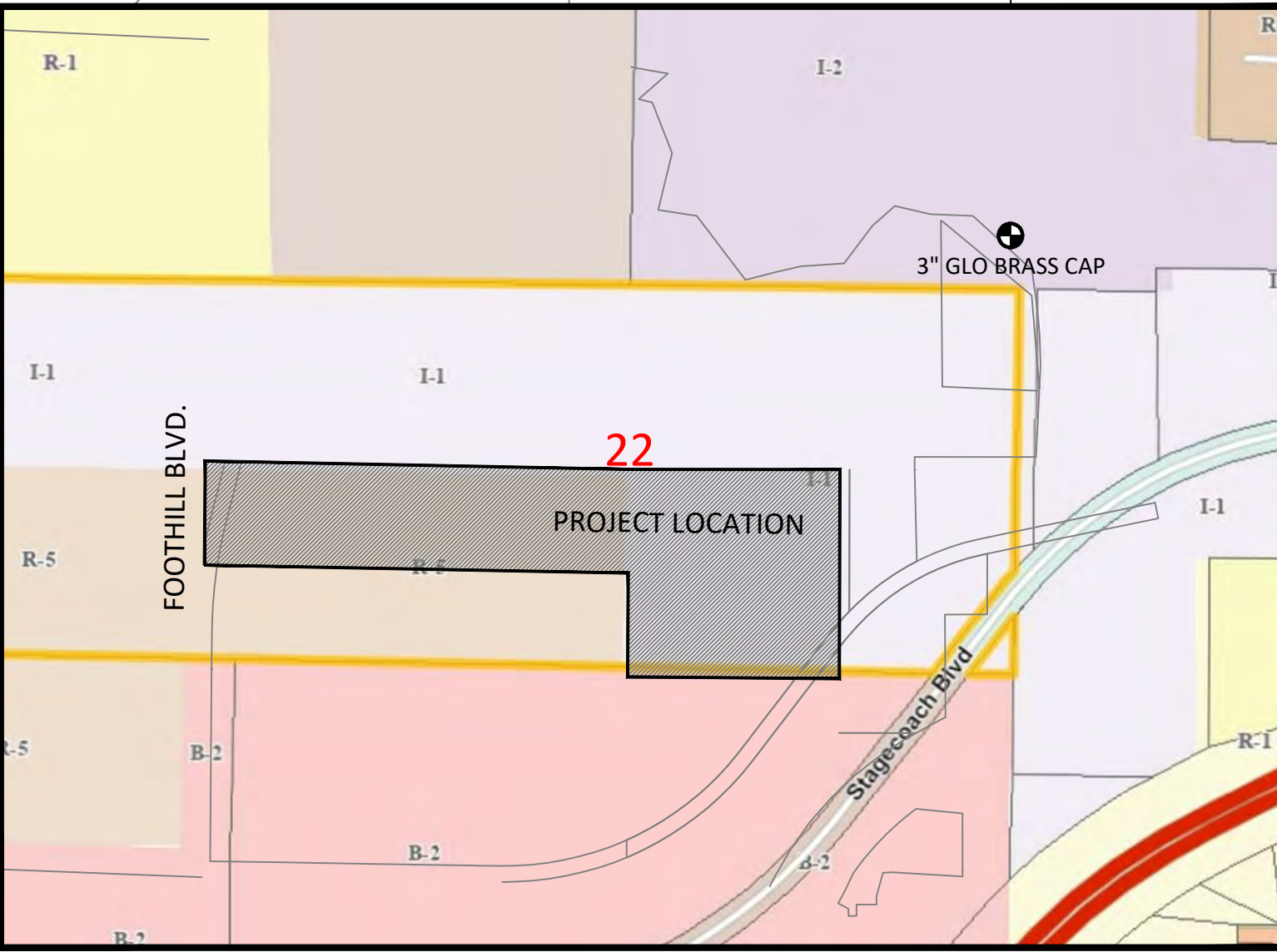
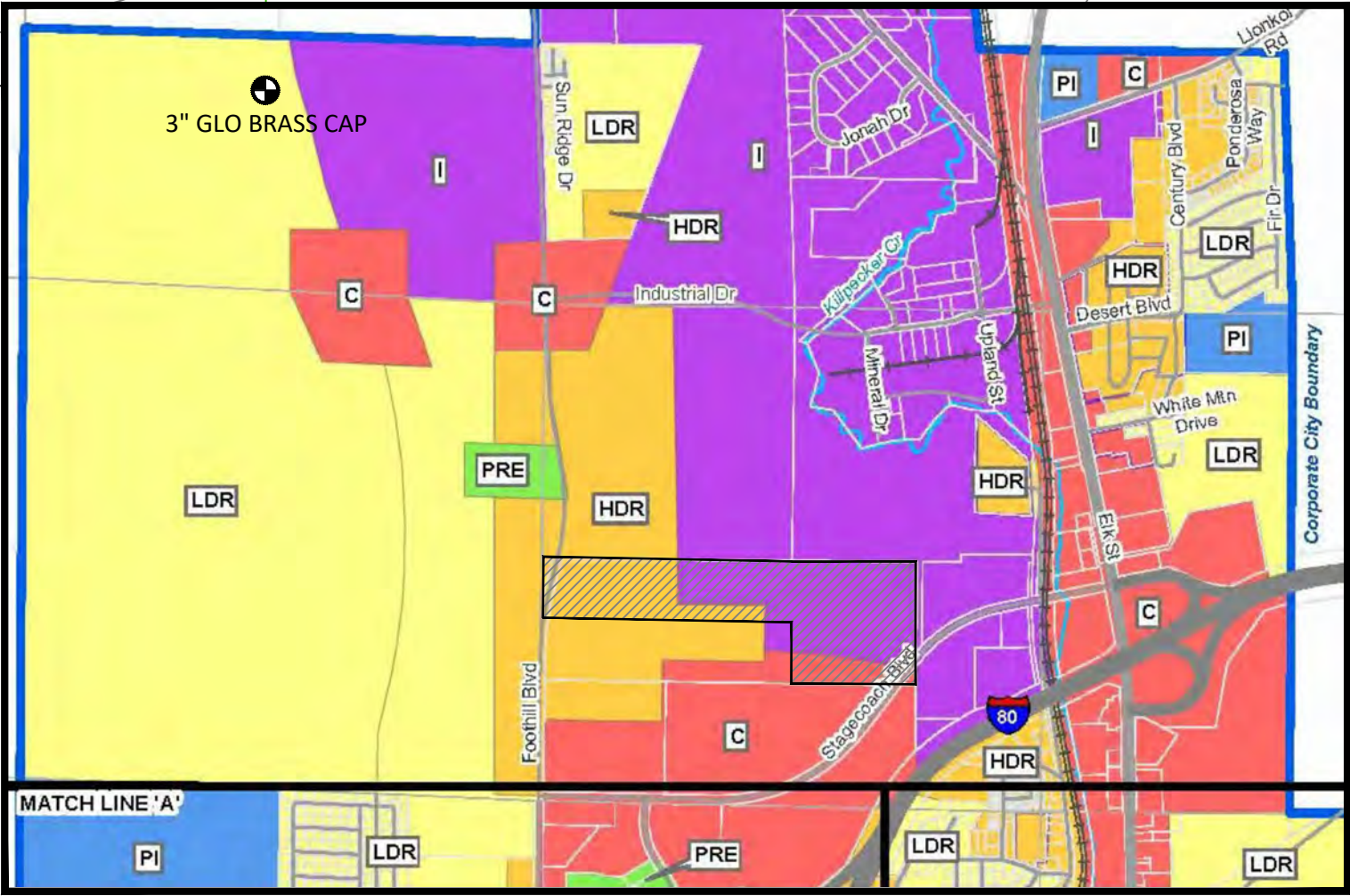
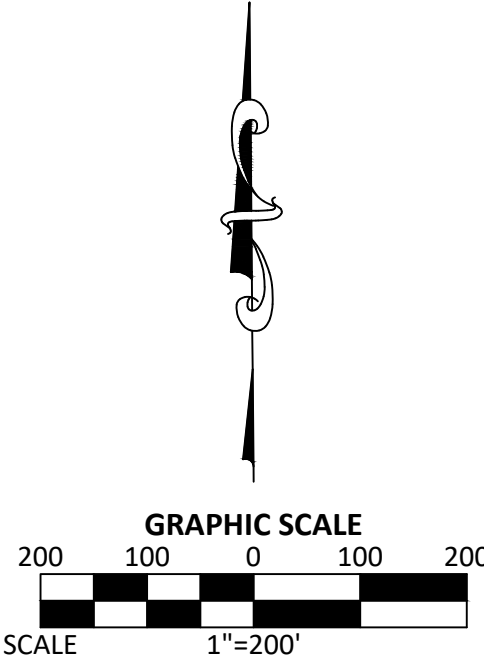


LEGAL DESCRIPTION

ALL OF AKA LOT 10, NW1/4 SE1/4 SECTION 22, N1/2 AKA LOT 11, NE1/4 SW1/4 SECTION 22, AND N1/2 AKA LOT 12, NW1/4 SW1/4 SECTION 22, T19N, R105W, 6TH P.M., ROCK SPRINGS, SWEETWATER COUNTY, WY

LEGEND

- Found Monument
- Section Line
- 1/4 Section Line
- 1/16 Section Line
- GIS Boundary Line
- Amendment /Rezoning Area



LANDOWNER
1ST ARROW CORP
6905 S 1300 E #277
MIDVALE, UTAH

MASTER PLAN AMENDMENT AND REZONING
ROCK SPRINGS, WY 82901

CONFIDENTIALITY NOTES:
This exhibit is
intended only for the use of
the recipient and is not to be
distributed, copied, or
reproduced in any form
without the written consent
of the originator. Any
unauthorized use, disclosure,
distribution or copying
of this information is strictly prohibited.

DATE	BY	APPROVED	ISSUED
2022-08-19	BLM	SMA	INITIAL PLAT
07/29/2022			CHECKED BY: BAW
07/29/2022			PROJECT NO: 21044
07/29/2022			DATE: 07/29/2022

SHEET 1 OF 1

Attachment B

Utility Review Comment Sheets



CITY OF ROCK SPRINGS, WYOMING

UTILITY REVIEW COMMITTEE

ATTENDANCE & COMMENTS

Meeting Date: <u>8-30-22</u>	Date Forwarded: <u>8-31-22</u>
Project #'s: <u>22-00337 + 22-00338</u>	

CITY PLANNING/ZONING			
Cathy Greene (City Planner)	cathy_greene@rswy.net / 307.352.1540	<input checked="" type="checkbox"/> Attendance	<input checked="" type="checkbox"/> Comment Form Attached
Amy Clark (Admin. Asst. Planning Tech.)	amy_clark@rswy.net / 307-352-1540	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
CITY – BUILDING			
Jeff Tuttle (Building)	jeff_tuttle@rswy.net / 307.352.1540	<input checked="" type="checkbox"/> Attendance	<input checked="" type="checkbox"/> Comment Form Attached
CITY – ENGINEERING			
Meghan Jackson (Engineering)	meghan_jackson@rswy.net / 307.352.1540	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Ryan Schmidt (Engineering)	ryan_schmidt@rswy.net / 307.352.1540	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
CITY – FIRE			
Jim Wamsley (Fire Chief)	jim_wamsley@rswy.net / 307.352.1475	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Nathan Reese (Fire Inspector)	nathan_reese@rswy.net / 307.352.1484	<input checked="" type="checkbox"/> Attendance	<input checked="" type="checkbox"/> Comment Form Attached
CITY – WATER			
Clint Zambai (Water)	clint_zambai@rswy.net / 307.352.1405	<input checked="" type="checkbox"/> Attendance	<input checked="" type="checkbox"/> Comment Form Attached
CITY – WRF			
Nick Seals (Water Reclamation)	nick_seals@rswy.net / 307.352.1466	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Justin Stewart (Water Reclamation)	justin_stewart@rswy.net / 307.352.1466	<input type="checkbox"/> Attendance	<input checked="" type="checkbox"/> Comment Form Attached
CITY – P&R			
Mark Lyon (Parks)	mark_lyon@rswy.net / 307.352.1400	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Dave Lansang (Parks & Rec)	dave_lansang@rswy.net / 307.352.1440	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
CITY – POLICE			
Dwane Pacheco (Police Chief)	dwane_pacheco@rswy.net / 307.352.1575	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
URBAN RENEWAL AGENCY			
Chad Banks	chad_banks@rswy.net / 307.352.1434	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
AllWest Communications			
Marty Carollo	marty.carollo@allwest.com / 307.870.2338	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Sean Strain <i>See next page</i>	sean.strain@allwest.com / 307.362.3773	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Centurylink			
Colin Jahnke	colin.p.jahnke@centurylink.com / 307.771.6332	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Dominion Energy			
Vince Lopez		<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Josh Sargent	joshua.sargent@dominionenergy.com / 307.352.7780	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Todd Redmon	todd.redmon@dominionenergy.com / 307.352.7780	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached

JOINT POWERS WATER BOARD			
Bryan Seppie	bseppie@jpwb.org / 307.362.4104	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Michael Tardoni	mtardoni@jpwb.org 307.350.1969	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
KINDER MORGAN			
Toni O'Brien	Toni_O'Brien@kindermorgan.com / 719-329-S862	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Steve Bacon	Steve_bacon@kindermorgan.com /		
MARATHON PETROLEUM			
Nichole Jensen	ndjensen@marathonpetroleum.com / 307-871-3839	<input type="checkbox"/> Attendance	<input checked="" type="checkbox"/> Comment Form Attached
PHILLIPS 66			
Jared Larson	Jared.D.Larson@p66.com / 303-376-4384	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Kim Robinson	Kim.M.Robinson@p66.com / 307-362-7541	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
ROCKY MOUNTAIN POWER			
Christy Austin	christy.austin@pacificorp.com / 307.352.5213	<input type="checkbox"/> Attendance	<input checked="" type="checkbox"/> Comment Form Attached
Erin Boling	Erin.boling@pacificorp.com / 307-352-5213	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Dean Long	dean.long@pacificorp.com / 307.352.5207	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
SWEETWATER COUNTY			
Sara Geffre (Health)	geffres@sweet.wy.us / 307.872.3930	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Gene Legerski (Public Works)	legerskig@sweet.wy.us / 307.872.3921	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Eric Bingham (Land Use)	binghame@sweet.wy.us / 307.872.3916	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Megann Toomer (GIS/Planning)	toomerm@sweet.wy.us / 307.872.3924	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Dan Selleroli (School District #1)	sellerolid@sw1.k12.wy.us / 307.352.3400	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
WYO ABANDONED MINE LANDS			
Rob Gerrard	rob.gerrard@westernegi.com / 307.705.8104	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Doug Beahm	dbeahm@brsengineering.com / 307.705.8104	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Ryan Reed	rreed@brsengineering.com / 307.705.8104	<input type="checkbox"/> Attendance	<input checked="" type="checkbox"/> Comment Form Attached
WYO DEPT. OF TRANSPORTATION			
Darin Kaufman	darin.kaufman@wyo.gov / 307.352.3034	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
OTHERS IN ATTENDANCE/COMMENTING			
Name/Agency/Role (i.e. applicant, applicant's engineer, etc.)	Email/Phone	Attendance?	Comments?
Matt Rauch	matt.rauch@allwest.com	<input checked="" type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Jed. Nowak	360-640-5216	<input checked="" type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
		<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
		<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
		<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached



Department of Public Services/Planning

212 'D' Street, Rock Springs, WY 82901

Tel: 307-352-1540

Cathy Greene, City Planner

Email: cathy_greene@rswy.net

UTILITY REVIEW - COMMENT SHEET

To:	Utility Review Committee
From:	Cathy Greene
Date:	August 23, 2022
Project #:	PZ-22-00336
Project Name:	1st Arrow Corp - Master Plan Amendment & Zone Change
Address/Location:	Northerly of Stagecoach and Easterly of Foothill Blvd
Description:	Proposal to amend the Master Plan and Zoning Map in accordance with application and plan.

MEETING
2:00 p.m.
August 30, 2022

If you cannot attend the meeting, please submit this comment sheet prior to the scheduled meeting time. If you attend the meeting, please finalize your comments and submit your comment sheet by 5:00 p.m. on the day of the meeting. Thank you!

I Meghan Jackson (name) have reviewed the plans on behalf of Engineering Dept.
(Dept./Organization) for the above-referenced project.

Email: meghan_jackson@rswy.net Phone #: 307-352-1540

Please check as applicable:

- ☐ No issues - plans approved as submitted.
- ☐ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

☒ Other Comments/Issues (attach separate sheet if necessary):

1. No comments until development or site plan submitted.

☐ Please provide me with a copy of the Revised Plans for review.


Signature of Reviewer

8/30/2022
Date



Department of Public Services/Planning

212 'D' Street, Rock Springs, WY 82901

Tel: 307-352-1540

Cathy Greene, City Planner

Email: cathy_greene@rswy.net

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To:	Utility Review Committee
From:	Cathy Greene
Date:	August 23, 2022
Project #:	PZ-22-00336
Project Name:	1st Arrow Corp - Master Plan Amendment & Zone Change
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If you cannot attend the meeting, please submit this comment sheet prior to the scheduled meeting time. If you attend the meeting, please finalize your comments and submit your comment sheet by 5:00 p.m. on the day of the meeting. Thank you!

I Nathan Reese (name) have reviewed the plans on behalf of Rock Springs Fire Department (Dept./Organization) for the above-referenced project.

Email: nathan_reese@rswy.net Phone #: 307-352-1484

Please check as applicable:

- ☐ No issues - plans approved as submitted.
☐ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

☒ Other Comments/Issues (attach separate sheet if necessary):

-If approved, hydrants will need to comply with the 2021 International Fire code.

☐ Please provide me with a copy of the Revised Plans for review.

Nathan Reese
Signature of Reviewer

8/30/2022
Date



Department of Public Services/Planning

212 'D' Street, Rock Springs, WY 82901

Tel: 307-352-1540

Cathy Greene, City Planner

Email: cathy_greene@rswy.net

UTILITY REVIEW - COMMENT SHEET

To:	Utility Review Committee
From:	Cathy Greene
Date:	August 23, 2022
Project #:	PZ-22-00336
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If you cannot attend the meeting, please submit this comment sheet prior to the scheduled meeting time. If you attend the meeting, please finalize your comments and submit your comment sheet by 5:00 p.m. on the day of the meeting. Thank you!

I Clint Zambai (name) have reviewed the plans on behalf of RS Water Dept (Dept./Organization) for the above-referenced project.

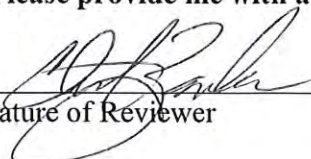
Email: _____ Phone #: 1-307-352-1405

Please check as applicable:

- ☒ No issues - plans approved as submitted.
☐ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

☐ Other Comments/Issues (attach separate sheet if necessary):

☐ Please provide me with a copy of the Revised Plans for review.



Signature of Reviewer

8/30/2022

Date



Department of Public Services/Planning

212 'D' Street, Rock Springs, WY 82901

Tel: 307-352-1540

Cathy Greene, City Planner

Email: cathy_greene@rswy.net

UTILITY REVIEW - COMMENT SHEET

To:	Utility Review Committee
From:	Cathy Greene
Date:	August 23, 2022
Project #:	PZ-22-00336
Project Name:	1st Arrow Corp - Master Plan Amendment & Zone Change
Address/Location:	Northerly of Stagecoach and Easterly of Foothill Blvd
Description:	Proposal to amend the Master Plan and Zoning Map in accordance with application and plan.



If you cannot attend the meeting, please submit this comment sheet prior to the scheduled meeting time. If you attend the meeting, please finalize your comments and submit your comment sheet by 5:00 p.m. on the day of the meeting. Thank you!

I Jeff Tuttle (name) have reviewed the plans on behalf of Building Inspection (Dept./Organization) for the above-referenced project.

Email: jeff_tuttle@rswy.net Phone #: 307-352-1540

Please check as applicable:

- ☒ No issues - plans approved as submitted.
☐ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

☐ Other Comments/Issues (attach separate sheet if necessary):

☐ Please provide me with a copy of the Revised Plans for review.

Signature of Reviewer Jeff Tuttle

Date 8/30/22



Department of Public Services/Planning

212 'D' Street, Rock Springs, WY 82901

Tel: 307-352-1540

Cathy Greene, City Planner

Email: cathy_greene@rswy.net

UTILITY REVIEW - COMMENT SHEET

To:	Utility Review Committee
From:	Cathy Greene
Date:	August 23, 2022
Project #:	PZ-22-00336
Project Name:	1st Arrow Corp - Master Plan Amendment & Zone Change
Address/Location:	Northerly of Stagecoach and Easterly of Foothill Blvd
Description:	Proposal to amend the Master Plan and Zoning Map in accordance with application and plan.

MEETING
2:00 p.m.
August 30, 2022

If you cannot attend the meeting, please submit this comment sheet prior to the scheduled meeting time. If you attend the meeting, please finalize your comments and submit your comment sheet by 5:00 p.m. on the day of the meeting. Thank you!

I Cathy Greene (name) have reviewed the plans on behalf of Planning & Zoning
(Dept./Organization) for the above-referenced project.

Email: cathy_greene@rswy.net Phone #: 307-352-1540

Please check as applicable:

- ☐ No issues - plans approved as submitted.
- ☒ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

Revise the justification as the MP is 2012, not 2018. Also, number each item to match the requirements, as #5 is missing.

Revise the plan to show existing land use designations on the subject properties and surrounding area. Adding a "vicinity map" for the land use similar to the zoning would be beneficial.

- ☒ Other Comments/Issues (attach separate sheet if necessary):

Property must be posted with a sign (language in application), no later than September 4th. The sign must be large enough to be visible from the road and submit pictures to myself of the sign, once erected.

Be prepared to explain and prove the need for this request, as you are aware another request in this area was recently denied by the City Council, as they responded to a realtor's to not loose the Industrial land.

- ☒ Please provide me with a copy of the Revised Plans for review.

Cathy Greene
Signature of Reviewer

August 29, 2022
Date

AMENDMENT JUSTIFICATION

1 The proposed amendment represents an overall improvement to the character of the community and meets the general intent of the plan; **and creates a similar balance of residential and commercial property in the adjacent areas.**

2 The proposed amendment benefits the community at large and not an individual party or parties; **and will potentially support the demand for affordable housing in Rock Springs.**

3 The proposed amendment will not cause adverse impacts on the general health, safety and welfare of the community, nor of neighboring residents; **and will meet the goals and enhance the overall balance and intent of the 2018 City of Rock Springs Master Plan.**

4 The proposed amendment is in keeping with the plan's vision, mission and goals; **and will potentially support the community needs based on the 2018 City of Rock Springs Master Plan.**

5 -
- proposed HDR, but not compatible w/ R-3 zoning.
per phone call with Shawn changed request
to LDR



BRS, Inc.
1130 Major Ave.
Riverton, WY 82501
E-Mail: brs@brsengineering.com
307-857-3079 Fax: 307-857-3080

City of Rock Springs, Wyoming
Utility Review
Wyoming Abandoned Mine Lands

To: Utility Review Committee
From: Ryan Reed, BRS Inc., P.E.
Date: 8/30/2022
Project #: PZ-22-00336
Project Address: Northerly of Stagecoach and Easterly of Foothill Blvd

I, Ryan Reed, have reviewed the Project location(s) in relation to potential for abandoned mine subsidence and determined:

- ☒ Property is undermined by abandoned mine workings at an approximate depth of 250 ft.
☐ Property is adjacent to abandoned mine workings at an approximate depth of _____
☐ Property is not impacted by any known abandoned mine workings.

Based upon potential for abandoned mine subsidence:

- ☐ It is Recommended that Remediation efforts be made at the Project location(s).
☒ It is Recommended that Exploratory Drilling be completed at the Project location(s).
☐ No Remediation Action is Recommended at this time.

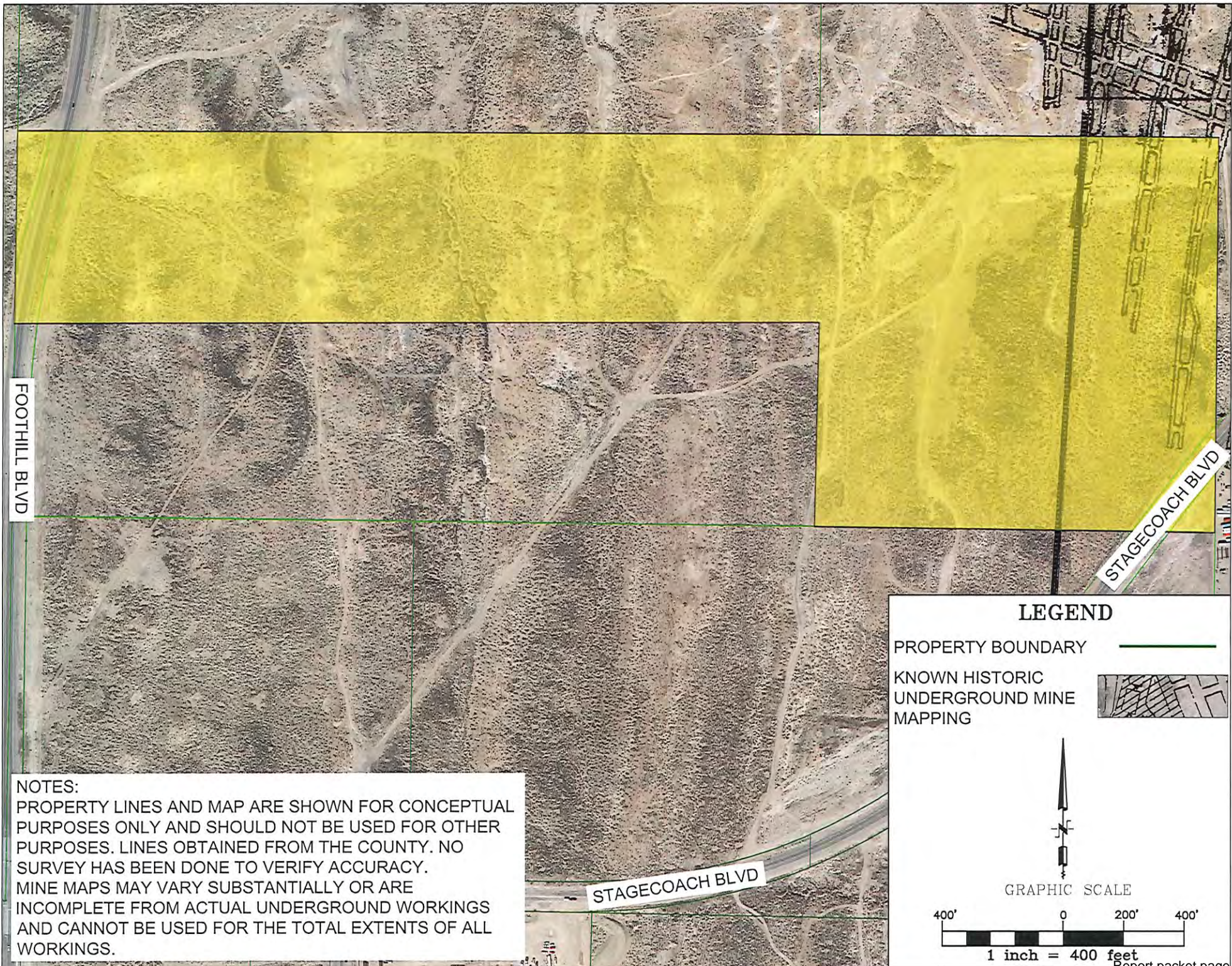
Other Comments/Issues:

Union Pacific Coal Co. Rock Springs No. 6 Mine, Rock Springs #6 Coal Seam

Approximate depth of 250 to 500 ft. from easternmost edge to west


Signature

8/30/22
Date





Department of Public Services/Planning

212 'D' Street, Rock Springs, WY 82901

Tel: 307-352-1540

Cathy Greene, City Planner

Email: cathy_greene@rswy.net

UTILITY REVIEW - COMMENT SHEET

To:	Utility Review Committee
From:	Cathy Greene
Date:	August 23, 2022
Project #:	PZ-22-00336
Project Name:	1st Arrow Corp - Master Plan Amendment & Zone Change
Address/Location:	Northerly of Stagecoach and Easterly of Foothill Blvd
Description:	Proposal to amend the Master Plan and Zoning Map in accordance with application and plan.

MEETING
2:00 p.m.
August 30, 2022

If you cannot attend the meeting, please submit this comment sheet prior to the scheduled meeting time. If you attend the meeting, please finalize your comments and submit your comment sheet by 5:00 p.m. on the day of the meeting. Thank you!

I Nichole Jensen (name) have reviewed the plans on behalf of Tesoro Logistics Northwest Pipeline LLC (Dept./Organization) for the above-referenced project.

Email: ndjensen@marathonpetroleum.com Phone #: 307-922-2218

Please check as applicable:

- ☒ No issues - plans approved as submitted.
- ☐ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

☐ Other Comments/Issues (attach separate sheet if necessary):

☐ Please provide me with a copy of the Revised Plans for review.

Nichole Jensen
Signature of Reviewer

8/26/2022
Date



Department of Public Services/Planning

212 'D' Street, Rock Springs, WY 82901

Tel: 307-352-1540

Cathy Greene, City Planner

Email: cathy_greene@rswy.net

UTILITY REVIEW - COMMENT SHEET

To:	Utility Review Committee
From:	Cathy Greene
Date:	August 23, 2022
Project #:	PZ-22-00336
Project Name:	1st Arrow Corp - Master Plan Amendment & Zone Change
Address/Location:	Northerly of Stagecoach and Easterly of Foothill Blvd
Description:	Proposal to amend the Master Plan and Zoning Map in accordance with application and plan.

MEETING
2:00 p.m.
August 30, 2022

If you cannot attend the meeting, please submit this comment sheet prior to the scheduled meeting time. If you attend the meeting, please finalize your comments and submit your comment sheet by 5:00 p.m. on the day of the meeting. Thank you!

I Justin Stewart (name) have reviewed the plans on behalf of WRF
(Dept./Organization) for the above-referenced project.

Email: justin_stewart@rswy.net Phone #: 307-352-1466

Please check as applicable:

- ☒ No issues - plans approved as submitted.
☐ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

☐ Other Comments/Issues (attach separate sheet if necessary):

☐ Please provide me with a copy of the Revised Plans for review.

Justin Stewart

Signature of Reviewer

Digitally signed by Justin Stewart
Date: 2022.08.30 13:34:11 -06'00'

08/30/2022

Date



Department of Public Services/Planning

212 'D' Street, Rock Springs, WY 82901

Tel: 307-352-1540

Cathy Greene, City Planner

Email: cathy_greene@rswy.net

UTILITY REVIEW - COMMENT SHEET

To:	Utility Review Committee
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Date:	August 23, 2022
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Description:	Proposal to amend the Master Plan and Zoning Map in accordance with application and plan.

MEETING
2:00 p.m.
August 30, 2022

If you cannot attend the meeting, please submit this comment sheet prior to the scheduled meeting time. If you attend the meeting, please finalize your comments and submit your comment sheet by 5:00 p.m. on the day of the meeting. Thank you!

I Christy Austin (name) have reviewed the plans on behalf of Rocky Mountain Power (Dept./Organization) for the above-referenced project.

Email: christy.austin@pacificorp.com Phone #: 307-352-5213

Please check as applicable:

- ☒ No issues - plans approved as submitted.
- ☐ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

☐ Other Comments/Issues (attach separate sheet if necessary):

☐ Please provide me with a copy of the Revised Plans for review.

Digitally signed by Christy Austin
Date: 2022.08.30 13:33:01 -06'00'

Signature of Reviewer

Date

Attachment C

Public Hearing Notice mailed to adjacent property owners & photos of property posting.

August 25, 2022

Dear Property Owner or Interested Party:

This letter is to inform you that an application submitted by Mr. Stephen Thomas of 1st Arrow Corp. (property owner) and represented by Mr. Eric Harris of WHS (engineer), requesting that the Rock Springs Master Plan Official Land Use Map be amended from Industrial (I), Commercial (C), and High Density Residential (HDR) to Low Density Residential (LDR) AND the Official Zoning Map of the City of Rock Springs be amended from Light Industrial (I-1) to Medium Density Residential (R-3) for property located in Township 19 North, Range 105 West, Section 22. Said parcel containing 78 acres more or less and further described as:

ALL OF AKA LOT 10, NW1/4 SE1/4 SECTION 22, N1/2 AKA LOT 11, NE1/4 SW1/4 SECTION 22, AND N1/2 AKA LOT 12, NW1/4 SW/14 SECTION 22, T19N, R105W, 6 TH PM, ROCK SPRINGS, SWEETWATER COUNTY, WYOMING. AS SHOWN ON THE SITE MAP (WHS PROJECT NO. 21044), ATTACHED HERETO AND BY REFERENCE MADE A PART HEREOF.

Records show that this property is adjacent to or near property you own (please refer to the attached map and the location diagram below). The Rock Springs Planning and Zoning Commission will consider this request at a public hearing to be held on **Wednesday, September 14, 2022 at 7:00 p.m.** in the Rock Springs City Hall Council Chambers, 212 'D' Street. Should you have any comments regarding this application, please attend the meeting or submit written comments no later than Noon on September 14, 2022. For further information, please contact the Rock Springs Planning Division at (307) 352-1540.

Sincerely,



Cathy Greene
City Planner

Enc.



1ST ARROW CORP
6905 S 1300 E # 277
MIDVALE, UT 84047-1817

AGGIE GRAZING LLC
141 UNION BLVD STE 310
LAKEWOOD, CO 80228-1838

NEEFF LANCE A
HC 67 BOX 7
LONETREE, WY 82936-9600

1ST CITIE CAPITAL CORP
6905 S 1300 E # 277
MIDVALE, UT 84047-1817

BLM 190522
280 US 191
ROCK SPRINGS, WY 82901

RLX INC
6905 S 1300 E #277
MIDVALE, UT 84047-1817

A & R REAL ESTATE HOLDINGS LLC
PO BOX 543
ROCK SPRINGS, WY 82902-0543

CITY OF ROCK SPRINGS
212 D ST
ROCK SPRINGS, WY 82901-6235

STAGECOACH LLC
1121 HILLTOP DR
ROCK SPRINGS, WY 82901-5817

PUBLIC NOTICE OF PROPOSED MASTER LAND USE MAP AND ZONING MAP AMENDMENT

Take notice that this property, owned by 1st Arrow Corp. and totaling 78 acres, is proposed for a Master Plan Land Use Map Amendment from HDR-High Density Residential, Commercial, and I-Industrial to LDR-Low Density Residential AND Zoning Map Amendment from I-L Light Industrial to R-3 Medium Density Residential.

A Public Hearing will be held before the City of Rock Springs Planning & Zoning commission on September 14th, 2022 at 7:00 P.M. in the City Council Chambers to consider said action.

Interested parties may obtain more information by attending the meeting or by contacting the City of Rock Springs at (307) 352-1540 or email at city_planner@rswy.net





PUBLIC HEARING NOTICE

TAKE NOTICE that the Rock Springs Planning and Zoning Commission will hold a public hearing in the Rock Springs City Hall Council Chambers on September 14, 2022 at 7:00 p.m. where all interested parties will have the opportunity to appear and be heard regarding the following:

An application submitted by Mr. Stephen Thomas of 1st Arrow Corp. (property owner) and represented by Mr. Eric Harris of WHS (engineer), requesting that the Rock Springs Master Plan Official Land Use Map be amended from Industrial (I), Commercial (C), and High Density Residential (HDR) to Low Density Residential (LDR) AND the Official Zoning Map of the City of Rock Springs be amended from Light Industrial (I-1) to Medium Density Residential (R-3) for property located in Township 19 North, Range 105 West, Section 22, (aka Lot 10, a portion of Lot 11 and a portion of Lot 12). Said parcel containing 78 acres more or less.
Dated this 25th day of August 2022.

(s) Cathy Greene, City Planner
Secretary to the Planning and Zoning Commission
August 31, 2022
NO. 276206

Attachment D

Master Plan Findings

AMENDMENT JUSTIFICATION

1. The proposed amendment represents an overall improvement to the character of the community and meets the general intent of the plan; **and creates a similar balance of residential and commercial property in the adjacent areas.**
2. The proposed amendment benefits the community at large and not an individual party or parties; **and will potentially support the demand for affordable housing in Rock Springs.**
3. The proposed amendment will not cause adverse impacts on the general health, safety and welfare of the community, nor of neighboring residents; **and will meet the goals and enhance the overall balance and intent of the 2012 City of Rock Springs Master Plan.**
4. The proposed amendment is in keeping with the plan's vision, mission and goals; **and will potentially support the community needs based on the 2012 City of Rock Springs Master Plan.**
5. The proposed amendment is the minimum amendment necessary and is not of such a scope that an extensive update of the plan is required.



Planning & Zoning Commission Staff Report

Prepared: August 24, 2022

Meeting: September 14, 2022 at 7:00 p.m.

REPORT SUMMARY			
Agenda Item:	New Business #1	Project Number:	PZ-21-00331
Project Name:	Rogue Plumbing Site Plan & Conditional Use Permit		
Project Location:	110 Elk Street		
Project Description:	Consideration of Conditional Use Permit approval for Contractors Offices, Shops, and Yards in the B-3 Central Business Zone.		
Applicant:	Chantel Bearden Rogue Plumbing LLC 110 Elk Street Rock Springs, WY 82901	Property Owner:	Tina Hammer 213 Jade Street Rock Springs, WY 82901
Engineer:	N/A	Surveyor:	N/A
Public Notification:	Adjacent Property Letters Mailed August 18, 2022; Public Hearing Notice : N/A		
Current Master Plan Land Use Designation:	MU (Mixed Use)	Proposed Master Plan Land Use Designation:	No Change
Current Zoning District	B-3 (Central Business Zone)	Proposed Zoning District	No Change
References:	Rock Springs Zoning Ordinance §13-809 Central Business Zone (B-3) Rock Springs Zoning Ordinance §13-904 Procedure for Site Plans Rock Springs Zoning Ordinance §13-905 Procedure for Conditional Use Permit		
Exhibits:	A. Site Plan B. Utility Review Comments C. Adjacent Property Owner Letter		

Petition Summary

The petitioner, Ms. Chantel Bearden, is the owner of Rogue Plumbing LLC and is a registered contractor who has worked out of her home with no complaints received. Rogue Plumbing LLC is leasing the former “J&M Autosport and Repair” property located at 110 Elk Street in order to operate the contractor business out of a commercial location. See **Exhibit A** for the Application and Site Plan.

In §13-809.C “Contractors Offices, Shops, and Yards” are listed as a Conditionally Permitted Use in the B-3 (Central Business) Zoning District requiring approval from the Rock Springs Planning and Zoning Commission, with several conditions of approval required. **Following is an analysis of the conditions of approval, taking into account the unique location and existing site conditions of the proposed development.**

<u>Ordinance Conditions of Approval</u>	<u>Status</u>
(a) Unpaved parking areas or storage areas are strictly prohibited.	<i>The entire site is paved, so this condition is met.</i>
(b) Contractor businesses involving the use or storage of industrial vehicles, industrial equipment, industrial materials, or heavy machinery including earth moving, road building, and excavation machinery, are strictly prohibited.	<i>The applicant is a plumbing contractor and has stated they will not have industrial vehicles, industrial equipment, industrial materials, or heavy machinery on site.</i>
(c) Hazardous materials storage is prohibited unless approval is first obtained from the City of Rock Springs Fire Inspector.	<i>The applicant has stated that they will not have hazardous materials.</i>
(d) Fabrication, welding or similar activities causing noise, smoke, dust, odor, vibration or glare are prohibited.	<i>The applicant has stated that these types of activities will not occur on the site, although they may be conducted as part of their work at various client sites.</i>
(e) Screening fencing made of either vinyl, wood, or masonry materials for the entire perimeter of all exterior, outdoor storage yards shall be required. Chain link fencing with slats will not be considered an acceptable screening material.	<i>They have no need for outdoor storage as they have ample room inside.</i>

Utility Review

A Utility Review meeting for this application was held on August 23, 2022, comments from the Utility Review Committee are attached in **Exhibit B**.

Property Owner Notification

Adjacent property owners were notified of this application on August 18, 2022, **(Exhibit C)** and were invited to comment. At the time this report was written, no written or verbal comments had been received from adjacent property owners. Any comments received after the preparation of this report shall be submitted to the Planning and Zoning Commission at the time of the scheduled meeting.

History & Analysis

There should be little to no impact to surrounding properties or infrastructure. This property was most recently an automotive repair garage, prior to that it was an automobile sales lot, then before that there was a contractor operating as a non-conforming use. Parking has been addressed with some onsite spaces, together with public parking in the “downtown area”.

Staff Recommendation

Staff will provide a formal recommendation after public comment at the Planning & Zoning Commission Meeting. At a minimum, staff recommends:

- All Utility Review comments shall be met.
- Applicant must update their Contractor Registration and Insurance with the Building Department.
- Approved site plan must be followed, any modification will require an amended application.
- No outdoor storage of new or used products or materials.

A formal recommendation will be provided after public comment period.

PROPERTY LOCATION:



Figure 1: Location Map

EXHIBIT A
Site Plan &
Conditional Use Permit Application



CITY OF ROCK SPRINGS SITE PLAN APPLICATION

Planning & Zoning Division
212 D Street Rock
Springs WY 82901
307.352.1540 (phone)
city_planner@rswy.net

City Use Only:

Date Received 8-10-2022

File Number: P2-22-00319

A. PROJECT/BUSINESS NAME: Rogue Plumbing L.L.C.

B. PROPERTY ADDRESS: 110 Elk Street

If no address is assigned to the property, provide a legal description of the property or the Tax ID Number (PIN)

C. CONTACT INFORMATION:

NOTE: The City of Rock Springs will only send correspondence to the names and mailing addresses provided on this application. Attach a separate sheet if necessary.

Primary Contact Person (Applicant):

Chantel Bearden 922-4600 cas091642@gmail.com
Name Phone Number Email Address
115 Lincoln Ave. Rock Springs WY 82901
Mailing Address City State Zip

Property Owner Information:

Tina Hammer 371-2625 tinahammer@live.com
Name Phone Number Email Address
213 Jade Street Rock Springs WY 82901
Mailing Address City State Zip

Engineer Information:

Engineer's Name Email

Company Name Phone Number Fax Number

Mailing Address City State Zip

Surveyor Information:

Surveyor's Name Email

Company Name Phone Number Fax Number

Mailing Address City State Zip

D. PLEASE ANSWER THE FOLLOWING (Attach a separate sheet if necessary):

1. Describe the project and the planned use of the property and structure(s). Include the square footage of each use.
The planned use of the property is to store tools, equipment, and company vehicles. We will use the office space to do paperwork, and computer tasks.
2. What was the previous use(s) of the property and the structure(s) located on the property?
The previous use of the property was a mechanic shop.
3. What new structure(s) do you propose to build? Include construction type, foundation type and dimensions for each structure.
We have no plans for new structures

E. MINOR OR MAJOR SITE PLAN DETERMINATION:

1. Mark all that apply to the proposed project:
 - ☐ Fifty (50) or more dwelling units in a multiple family structure or structures
 - ☐ Twenty Thousand (20,000) or more square feet of retail or service commercial or industrial floor space
 - ☐ Twenty Thousand (20,000) or more square feet of office floor space
 - ☐ Fifty Thousand (50,000) or more square feet of exterior storage of materials or goods
 - ☐ Parking for more than one hundred fifty (150) motor vehicles
 - ☐ More than one (1) retail, service, office or industrial building under common ownership.
 - ☐ New manufactured home park or expansion to an existing manufactured home park.
2. If you did not mark any of the above items, your development is classified as a Minor Site Plan. Refer to the Minor Site Plan submittal requirements found in Section E of this application.
3. If any of the above were marked, your development is classified as a Major Site Plan. Refer to the Major Site Plan submittal requirements found in Section E of this application.

F. INSTRUCTIONS FOR FILING / SUBMITTAL CHECKLIST

This checklist must be completed and submitted as part of the Site Plan Application.

- ☒ **Minor Site Plan:** If the development is classified as a Minor Site, the following shall be submitted:
- ☒ Minor Site Plan Filing Fee - \$40.00
 - ☒ A detailed site plan of the proposed project, drawn to scale of not less than one (1) inch to one hundred (100) feet. If the full-size scaled drawing is on a size larger than 11" x 17", five (5) full size printed copies (to scale) must be submitted along with one reduced copy no larger than 11" x 17". Refer to the Site Plan Checklist provided with this application.
 - ☒ Note: after the Utility Review Meeting, revised drawings and/or additional full size copies may be required to be submitted.
 - ☒ Building Elevations / Architectural Drawings (drawn to scale)
 - ☒ Any other information necessary to assist in the review of your development proposal.
 - ☒ In addition to the hard copies listed above, a PDF file (scanned at full-size) of the Site Plan drawing and all supporting documentation shall be submitted electronically to city_planner@rswy.net or to laura_leigh@rswy.net.

- ☐ **Major Site Plan:** If the development is classified as a Major Site Plan, the following shall be submitted:
- ☐ Major Site Plan Filing Fee - \$100.00
 - ☐ A detailed site plan of the proposed project, drawn to a scale of not less than one (1) inch to one hundred (100) feet. If the full-size scaled drawing is on a size larger than 11" x 17", ten (10) full size printed copies (to scale) must be submitted along with one reduced copy no larger than 11" x 17". Refer to the Site Plan Checklist provided with this application.
 - ☐ Note: after the Utility Review Meeting, revised drawings and/or additional full size copies may be required to be submitted prior to the scheduled Planning and Zoning Commission Meeting.
 - ☐ Building Elevations / Architectural Drawings (drawn to scale)
 - ☐ Any other information necessary to assist in the review of your development proposal.
 - ☐ In addition to the hard copies listed above, a PDF file (scanned at full-size) of the Site Plan drawing and all supporting documentation shall be submitted electronically to city_planner@rswy.net or to laura_leigh@rswy.net.

G. SIGNATURE(S) REQUIRED:

Applicant Certification:

I, the applicant, hereby certify the following:

- I have read, reviewed and understand the attached Site Plan Review Procedures and Site Plan Checklist.
- I understand that incomplete applications will not be processed and will result in delays.
- The information provided with this application, and attached information, is true and correct, and false or inaccurate information used by an applicant to secure compliance with the Zoning Ordinance shall be reason to deny or revoke any application or permit.
- I understand that it is the responsibility of the applicant and/or property owner to secure any and all required Local, Federal and State Permits (i.e. Building Permits, DEQ permits, County Permits, etc.) and I agree to contact those agencies accordingly.

Applicant's Signature: _____

[Handwritten Signature]

Date: _____

8/10/22

Property Owner Consent:

By signature hereon, I certify that I am the owner of the property that is the subject of this application and that I have read this application and consent to its filing.

Owner's Signature: _____

[Handwritten Signature]

Date: _____

Aug 8 2022

Engineer/Surveyor Signature:

By signature hereon, I certify that I am submitting this application on behalf of the applicant. I further certify that I understand that incomplete applications will not be process and will result in delays.

Engineer/Surveyor
Signature: _____

Date: _____

SITE PLAN CHECKLIST

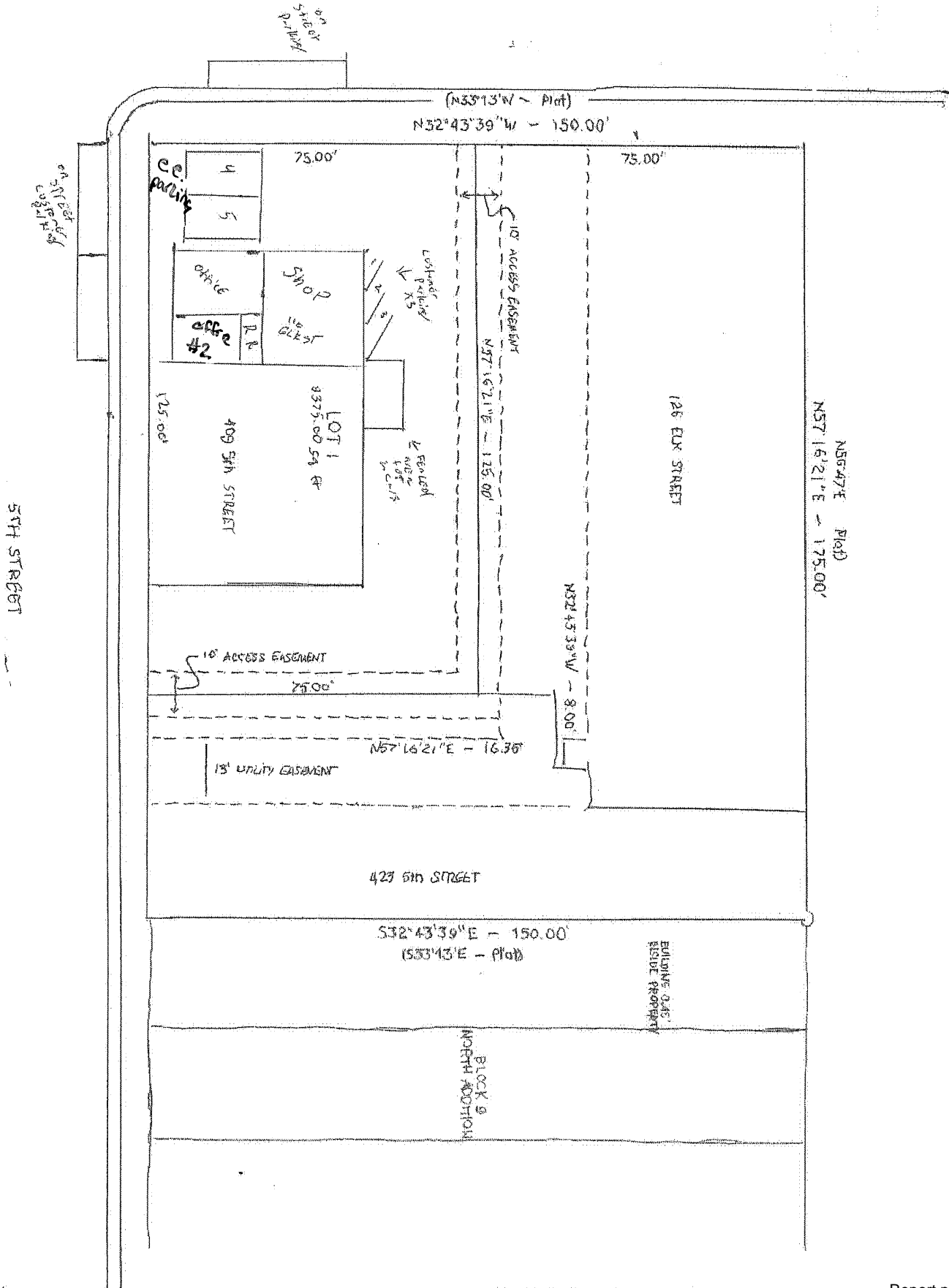
Section 13-904B. of the Rock Springs Zoning Ordinance lists the following as Site Plan items. Failure to show the items necessary for review may result in required site plan revisions and project delays. By submission of the Site Plan Application, the applicant certifies that the information provided is true and correct. Therefore, it is strongly advisable to contact a Wyoming Licensed Engineer or Surveyor to prepare the Site Plan.

- ☒ Name of project/development
- ☒ Project address
- ☒ Location map, including area within one-half (1/2) mile of the project site
- ☐ Names and mailing addresses of developer / owner and engineer / architect
- ☐ Date of plan preparation. Each revision after the original submittal shall also include a revision date.
- ☐ North point indicator
- ☒ Scale of not less than one inch (1) inch to one hundred (100) feet
- ☒ Boundary line of property with all dimensions
- ☒ Location, identification and dimensions of existing and proposed:
 - ☒ Buildings and structures, including setbacks from property lines for all structures
 - ☒ Gross square footage of existing and proposed structures, including number of floors
 - ☒ Utilities and utility rights-of-way/easements, including, but not limited to: electric, natural gas, telephone/cable, water, sewer (sanitary and storm)
 - ☒ Adjacent and on-site streets and street rights-of-way
 - ☒ Parking facilities (including handicap parking) – including dimension of parking stalls, drive aisle widths, etc.
 - ☒ Traffic flow on-site and off-site
 - ☒ Other site improvements including, but not limited to:
 - o Fences and retaining walls;
 - o Exterior signs (a separate sign permit will be required for new signs);
 - o Exterior lighting;
 - o Trash Enclosures – must be in an accessory building or in closed containers within a totally screened area;
 - o Outdoor storage and display areas;
 - o Paved and unpaved surfaces;
 - o Sidewalks, walkways, driveways, bikeways;
 - o Loading docks
 - ☒ Other easements including but not limited to: access, drainage, pedestrian, etc.
 - ☒ Topographic contours at a minimum interval of two (2) feet, to a distance of one hundred (100) feet outside the property line
 - ☒ Surface water holding ponds and drainage ditches
 - ☒ Surface water drainage arrows
 - ☒ Natural features, including but not limited to: water bodies, location of tree cover (including the designation of trees fifteen (15) inches in diameter or more), significant rock outcroppings, etc.
- ☐ Landscaping Plan (except for industrial zoned property) – including botanical and common names of vegetation to be used, size of planting at time of planting and at maturity, area to be irrigated
- ☒ Site statistics including but not limited to: number of employee and non-employee parking spaces existing and proposed and total square footage of each, site square footage, percent of site coverage, dwelling unit density, percent park or open space, etc.
- ☐ Development Phasing Plan – if applicable
 - ☐ The Site Plan submittal shall clearly delineate phase lines.
 - ☐ A proposed timeline for development of phases shall be included on the face of the Site Plan
 - ☐ Phasing shall not be used to avoid installation of improvements. All required improvements, including fencing, screening, landscaping, parking (paved or unpaved), drive aisles, etc. shall be installed in order to support each phase of development.
 - ☐ All “future” phases of a development shall be maintained in a natural condition or shall be hydro-seeded or otherwise treated to control dust and debris.
- ☐ Cross-sections of property as required by the City Planner or City Engineer
- ☐ Floodplain Development Permit Application if property is located within a designated floodplain.

Rogue Plumbing L.L.C.

110 ELK ST

ELK STREET



110 ELK St

ELK STREET

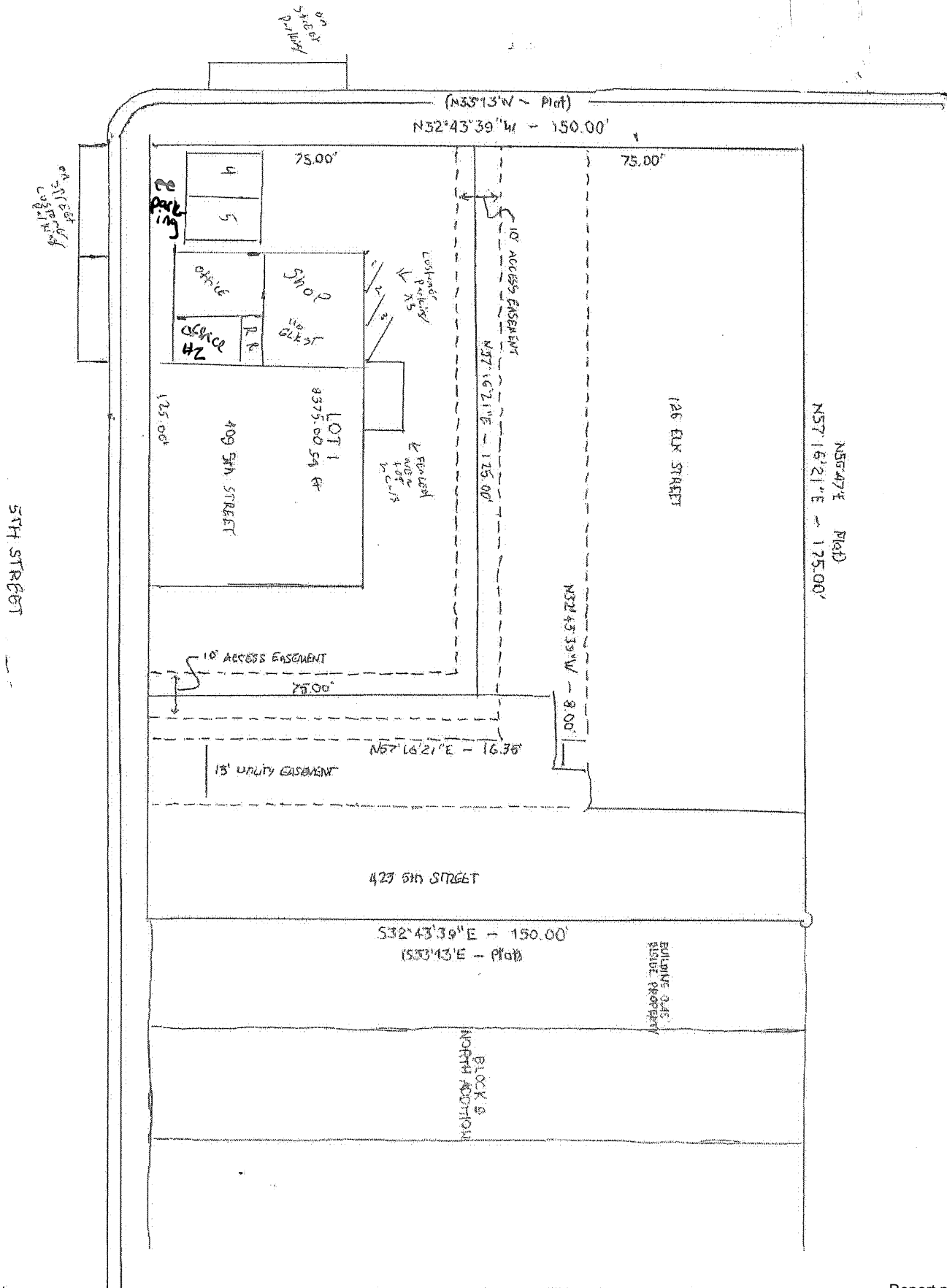


EXHIBIT B

Utility Review Comments



CITY OF ROCK SPRINGS, WYOMING

UTILITY REVIEW COMMITTEE

ATTENDANCE & COMMENTS

Project: <u>Rogue Plumbing - Contractor in B3 Zone</u>	Project # <u>P2-22-00319 SP</u> <u>P2-22-00331 dup</u>	
Meeting Date: <u>8-23-2022</u>	Comment Due Date: <u>8-23-2022</u>	Date Forwarded: <u>8-24-22</u>

CITY PLANNING/ZONING			
Cathy Greene (City Planner)	cathy_greene@rswy.net / 307.352.1540	<input checked="" type="checkbox"/> Attendance	<input checked="" type="checkbox"/> Comment Form Attached
		<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
CITY - BUILDING			
Jeff Tuttle (Building)	jeff_tuttle@rswy.net / 307.352.1540	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
CITY - ENGINEERING			
Meghan Jackson (Engineering)	meghan_jackson@rswy.net / 307.352.1540	<input checked="" type="checkbox"/> Attendance	<input checked="" type="checkbox"/> Comment Form Attached
Ryan Schmidt (Engineering)	ryan_schmidt@rswy.net / 307.352.1540	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
CITY - FIRE			
Jim Wamsley (Fire Chief)	jim_wamsley@rswy.net / 307.352.1475	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Nathan Reese (Fire Inspector)	nathan_reese@rswy.net / 307.352.1484	<input type="checkbox"/> Attendance	<input checked="" type="checkbox"/> Comment Form Attached
CITY - WATER			
Clint Zambai (Water)	clint_zambai@rswy.net / 307.352.1405	<input type="checkbox"/> Attendance	<input checked="" type="checkbox"/> Comment Form Attached
CITY - WRF			
Nick Seals (Water Reclamation)	nick_seals@rswy.net / 307.352.1466	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Justin Stewart (Water Reclamation)	justin_stewart@rswy.net / 307.352.1466	<input type="checkbox"/> Attendance	<input checked="" type="checkbox"/> Comment Form Attached
CITY - P&R			
Mark Lyon (Parks)	mark_lyon@rswy.net / 307.352.1400	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Dave Lansang (Parks & Rec)	dave_lansang@rswy.net / 307.352.1440	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
CITY - POLICE			
Dwane Pacheco (Police Chief)	dwane_pacheco@rswy.net / 307.352.1575	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
URBAN RENEWAL AGENCY			
Chad Banks	chad_banks@rswy.net / 307.352.1434	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
OTHER CITY REPRESENTATIVES			
		<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
		<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
		<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
		<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
		<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached

Project: _____	Project # _____
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ALLWEST COMMUNICATIONS			
Marty Carollo	marty.carollo@allwest.com / 307.870.2338	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Brian Jackson	brian.jackson@allwest.com / 307.362.3773	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
CENTURYLINK			
Colin Jahnke	colin.p.jahnke@centurylink.com / 307.771.6332	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
DOMINION ENERGY			
Josh Sargent	joshua.sargent@dominionenergy.com / 307.352.7780	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Todd Redmon	todd.redmon@dominionenergy.com / 307.352.7780	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Vince Lopez	Vince.lopez@dominionenergy.com	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
JOINT POWERS WATER BOARD			
Bryan Seppie	bseppie@jpwb.org / 307.362.4104	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Michael Tardoni	mtardoni@jpwb.org 307.350.1969	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
KINDER MORGAN			
Toni O'Brien <i>Stephen Bacon</i>	Toni_O'Brien@kindermorgan.com / 719-329-5862	<input type="checkbox"/> Attendance	<input checked="" type="checkbox"/> Comment Form Attached
MARATHON PETROLEUM			
Nichole Jensen	ndjensen@marathonpetroleum.com / 307-871-3839	<input type="checkbox"/> Attendance	<input checked="" type="checkbox"/> Comment Form Attached
PHILLIPS 66			
Jared Larson	Jared.D.Larson@p66.com / 303-376-4384	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Kim Robinson	Kim.M.Robinson@p66.com / 307-362-7541	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
ROCKY MOUNTAIN POWER			
Christy Austin	christy.austin@pacificorp.com / 307.352.5213	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
		<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Dean Long	dean.long@pacificorp.com / 307.352.5207	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
SWEETWATER COUNTY			
Sara Geffre (Health)	geffres@sweet.wy.us / 307.872.3930	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Gene Legerski (Public Works)	legerskig@sweet.wy.us / 307.872.3921	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Eric Bingham (Land Use)	binghame@sweet.wy.us / 307.872.3916	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Megann Toomer (GIS/Planning)	toomerm@sweet.wy.us / 307.872.3924	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Dan Selleroli (School District #1)	sellerolid@sw1.k12.wy.us / 307.352.3400	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
WYO ABANDONED MINE LANDS			
Rob Gerrard	rob.gerrard@westernegi.com / 307.705.8104	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Doug Beahm	dbeahm@brsengineering.com / 307.705.8104	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached
Ryan Reed	rreed@brsengineering.com / 307.705.8104	<input type="checkbox"/> Attendance	<input checked="" type="checkbox"/> Comment Form Attached
WYO DEPT. OF TRANSPORTATION			
Darin Kaufman	darin.kaufman@wyo.gov / 307.352.3034	<input type="checkbox"/> Attendance	<input type="checkbox"/> Comment Form Attached



Department of Public Services/Planning
212 'D' Street, Rock Springs, WY 82901
Tel: 307-352-1540
Cathy Greene, City Planner

UTILITY REVIEW - COMMENT SHEET

To:	Utility Review Committee
From:	Cathy Greene
Date:	August 16, 2022
Project #:	PZ-22-00319
Project Name:	Site Plan - Rogue Plumbing LLC - B-3 Contractor Offices, Shops and Yards
Address/Location:	110 Elk Street
Description:	Review of a plumbing company looking to operate out of a former automotive garage/shop.



If you cannot attend the meeting, please submit this comment sheet by 5:00 p.m. the day of meeting.

I Cathy Greene (name) have reviewed the plans on behalf of Planning & Zoning
(Dept./Organization) for the above-referenced project.

Email: cathy_greene@rswy.net Phone #: 307-352-1540

Please check as applicable:

- ☐ No issues - plans approved as submitted.
☒ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

If any outdoor storage of equipment or materials is requested, a screened in area must be provided.

☒ Other Comments/Issues (attach separate sheet if necessary):

Is required to have a Conditional Use Permit per 13-809.C.9- Contractors Offices, Shops, and Yards (see attached ordinance requirements).

Meet all Utility Review Comments.

Obtain approval from P&Z Commission at 9/14/22 meeting.

Spaces will need 4" Striping and must be 9'x20' in size

☐ Please provide me with a copy of the Revised Plans for review.

Cathy Greene
Signature of Reviewer

8/22/2022
Date



Department of Public Services/Planning

212 'D' Street, Rock Springs, WY 82901

Tel: 307-352-1540

Cathy Greene, City Planner

UTILITY REVIEW - COMMENT SHEET

To:	Utility Review Committee
From:	Cathy Greene
Date:	August 16, 2022
Project #:	PZ-22-00319
Project Name:	Site Plan - Rogue Plumbing LLC - B-3 Contractor Offices, Shops and Yards
Address/Location:	110 Elk Street
Description:	Review of a plumbing company looking to operate out of a former automotive garage/shop.



If you cannot attend the meeting, please submit this comment sheet by 5:00 p.m. the day of meeting.

I Nathan Reese (name) have reviewed the plans on behalf of Rock Springs Fire Department (Dept./Organization) for the above-referenced project.

Email: nathan_reese@rswy.net Phone #: 307-352-1484

Please check as applicable:

- ☒ No issues - plans approved as submitted.
☐ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

☐ Other Comments/Issues (attach separate sheet if necessary):

☐ Please provide me with a copy of the Revised Plans for review.

Nathan Reese
Signature of Reviewer

8/22/2022
Date



Department of Public Services/Planning

212 'D' Street, Rock Springs, WY 82901

Tel: 307-352-1540

Cathy Greene, City Planner

UTILITY REVIEW - COMMENT SHEET

To:	Utility Review Committee
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Date:	August 16, 2022
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Address/Location:	110 Elk Street
Description:	Review of a plumbing company looking to operate out of a former automotive garage/shop.



If you cannot attend the meeting, please submit this comment sheet by 5:00 p.m. the day of meeting.

I Stephen Bacon (name) have reviewed the plans on behalf of Colorado Interstate Gas Co. (Dept./Organization) for the above-referenced project.

Email: steve_bacon@kindermorgan.com Phone #: (719) 659-5936

Please check as applicable:

- ☒ No issues - plans approved as submitted.
☐ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

☐ Other Comments/Issues (attach separate sheet if necessary):

☐ Please provide me with a copy of the Revised Plans for review.

Stephen Bacon
Signature of Reviewer

8/17/22
Date



Department of Public Services/Planning

212 'D' Street, Rock Springs, WY 82901

Tel: 307-352-1540

Cathy Greene, City Planner

UTILITY REVIEW - COMMENT SHEET

To:	Utility Review Committee
From:	Cathy Greene
Date:	August 16, 2022
Project #:	PZ-22-00319
Project Name:	Site Plan - Rogue Plumbing LLC - B-3 Contractor Offices, Shops and Yards
Address/Location:	110 Elk Street
Description:	Review of a plumbing company looking to operate out of a former automotive garage/shop.



If you cannot attend the meeting, please submit this comment sheet by 5:00 p.m. the day of meeting.

I Clint Zambai (name) have reviewed the plans on behalf of RS Water Dept.
(Dept./Organization) for the above-referenced project.

Email: _____ Phone #: 307-352-1405

Please check as applicable:

- ☒ No issues - plans approved as submitted.
☐ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

☐ Other Comments/Issues (attach separate sheet if necessary):

☐ Please provide me with a copy of the Revised Plans for review.

Clint Zambai
Signature of Reviewer

8/17/2022
Date



Department of Public Services/Planning

212 'D' Street, Rock Springs, WY 82901

Tel: 307-352-1540

Cathy Greene, City Planner

UTILITY REVIEW - COMMENT SHEET

To:	Utility Review Committee
From:	Cathy Greene
Date:	August 16, 2022
Project #:	PZ-22-00319
Project Name:	Site Plan - Rogue Plumbing LLC - B-3 Contractor Offices, Shops and Yards
Address/Location:	110 Elk Street
Description:	Review of a plumbing company looking to operate out of a former automotive garage/shop.



If you cannot attend the meeting, please submit this comment sheet by 5:00 p.m. the day of meeting.

I Justin Stewart (name) have reviewed the plans on behalf of WRF
(Dept./Organization) for the above-referenced project.

Email: justin_stewart@rswy.net Phone #: 307-352-1466

Please check as applicable:

- ☒ No issues - plans approved as submitted.
☐ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

☐ Other Comments/Issues (attach separate sheet if necessary):

☐ Please provide me with a copy of the Revised Plans for review.

Justin Stewart
Signature of Reviewer

Digitally signed by Justin Stewart
Date: 2022.08.19 13:55:47 -06'00'

8/19/2022
Date



Department of Public Services/Planning

212 'D' Street, Rock Springs, WY 82901

Tel: 307-352-1540

Cathy Greene, City Planner

UTILITY REVIEW - COMMENT SHEET

To:	Utility Review Committee
From:	Cathy Greene
Date:	August 16, 2022
Project #:	PZ-22-00319
Project Name:	Site Plan - Rogue Plumbing LLC - B-3 Contractor Offices, Shops and Yards
Address/Location:	110 Elk Street
Description:	Review of a plumbing company looking to operate out of a former automotive garage/shop.



If you cannot attend the meeting, please submit this comment sheet by 5:00 p.m. the day of meeting.

I Nichole Jensen (name) have reviewed the plans on behalf of Tesoro Logistics Northwest Pipeline LLC
(Dept./Organization) for the above-referenced project.

Email: ndjensen@marathonpetroleum.com Phone #: 307-922-2218

Please check as applicable:

- ☒ No issues - plans approved as submitted.
☐ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

☐ Other Comments/Issues (attach separate sheet if necessary):

☐ Please provide me with a copy of the Revised Plans for review.

Nichole Jensen

Signature of Reviewer

8/19/2022

Date



Department of Public Services/Planning

212 'D' Street, Rock Springs, WY 82901

Tel: 307-352-1540

Cathy Greene, City Planner

UTILITY REVIEW - COMMENT SHEET

To:	Utility Review Committee
From:	Cathy Greene
Date:	August 16, 2022
Project #:	PZ-22-00319
Project Name:	Site Plan - Rogue Plumbing LLC - B-3 Contractor Offices, Shops and Yards
Address/Location:	110 Elk Street
Description:	Review of a plumbing company looking to operate out of a former automotive garage/shop.

MEETING
Aug. 23, 2022
at 2:00 p.m.

If you cannot attend the meeting, please submit this comment sheet by 5:00 p.m. the day of meeting.

I Meghan Jackson (name) have reviewed the plans on behalf of Engineering Dept.
(Dept./Organization) for the above-referenced project.

Email: meghan_jackson@rswy.net Phone #: 307-352-1540


Please check as applicable:

- ☐ No issues - plans approved as submitted.
☐ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

☒ Other Comments/Issues (attach separate sheet if necessary):

1. WYDOT requirements for access will be permitted w/ WYDOT.

☐ Please provide me with a copy of the Revised Plans for review.


Signature of Reviewer

8/23/2022

Date



BRS, Inc.

1130 Major Ave.

Riverton, WY 82501

E-Mail: brs@brsengineering.com

307-857-3079 Fax: 307-857-3080

**City of Rock Springs, Wyoming
Utility Review
Wyoming Abandoned Mine Lands**

To: Utility Review Committee

From: Ryan Reed, BRS Inc., P.E.

Date: 8/23/2022

Project #: PZ-22-00319

Project Address: 110 Elk Street

I, Ryan Reed, have reviewed the Project location(s) in relation to potential for abandoned mine subsidence and determined:

- ☒ Property is undermined by abandoned mine workings at an approximate depth of 120 feet
☐ Property is adjacent to abandoned mine workings at an approximate depth of _____
☐ Property is not impacted by any known abandoned mine workings.

Based upon potential for abandoned mine subsidence:

- ☐ It is Recommended that Remediation efforts be made at the Project location(s).
☐ It is Recommended that Exploratory Drilling be completed at the Project location(s).
☒ No Remediation Action is Recommended at this time.

Other Comments/Issues:

Union Pacific Coal Co. Rock Springs No. 1 Mine, Rock Springs #1 Coal Seam

Previous Mitigation AML Project 6A- Phase III, early 1990's



Signature

8/23/22

Date

NOTES:
 PROPERTY LINES AND MAP ARE SHOWN FOR CONCEPTUAL
 PURPOSES ONLY AND SHOULD NOT BE USED FOR OTHER
 PURPOSES. LINES OBTAINED FROM THE COUNTY. NO
 SURVEY HAS BEEN DONE TO VERIFY ACCURACY.
 MINE MAPS MAY VARY SUBSTANTIALLY OR ARE
 INCOMPLETE FROM ACTUAL UNDERGROUND WORKINGS
 AND CANNOT BE USED FOR THE TOTAL EXTENTS OF ALL
 WORKINGS.

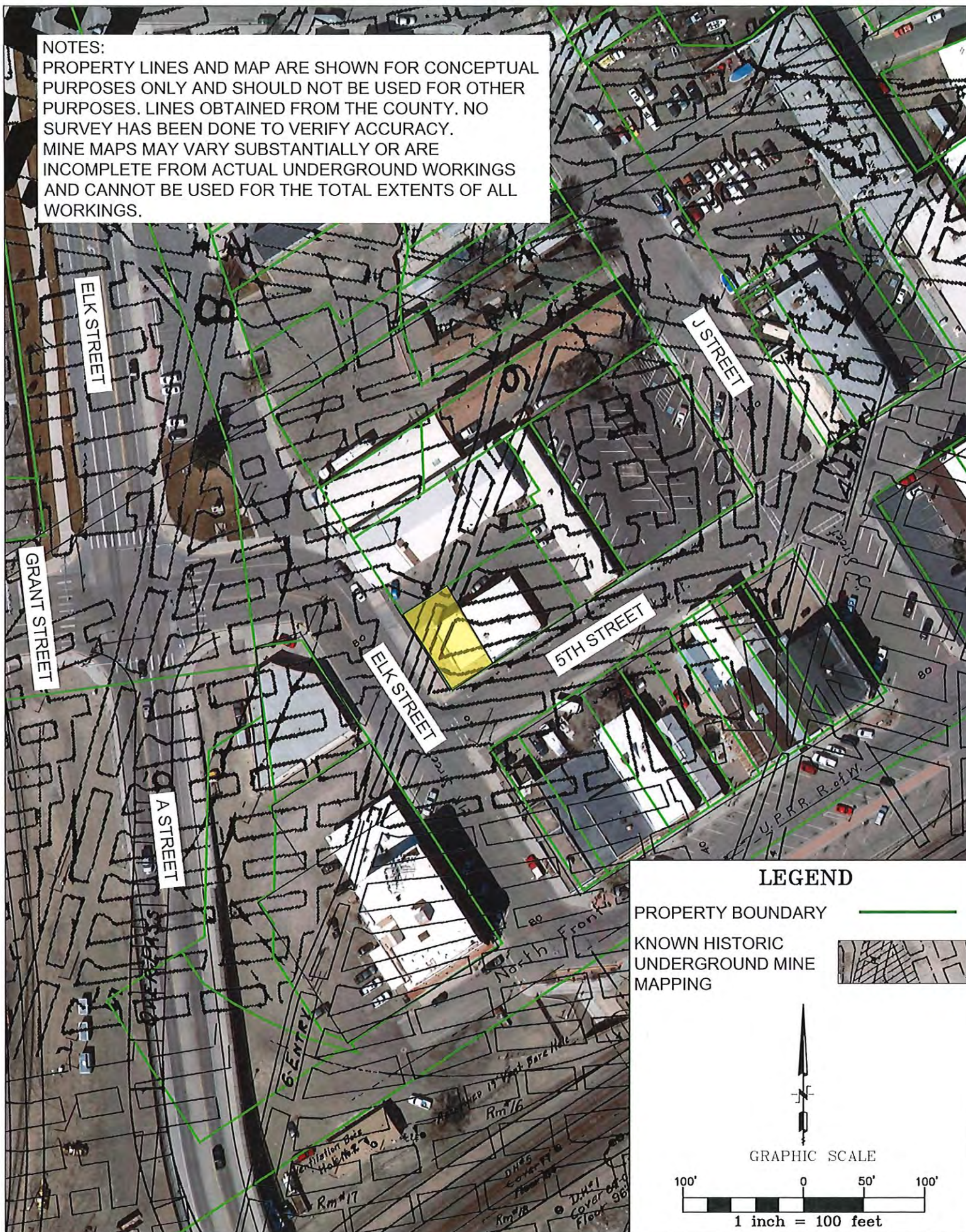


EXHIBIT C
Adjacent Property Owners
Notification

August 18, 2022

Dear Property Owner / Interested Party:

This letter is to inform you that Chantel Bearden, representing Rogue Plumbing LLC, has submitted a request for a **Conditional Use Permit** approval for property located at **110 Elk Street**, Rock Springs, Wyoming. Records show that this property is adjacent to or near property you own (see map below). The following summarizes the application:

The applicant is requesting Conditional Use Permit approval to use this property for a **Contractor's Office/Shop/Yard** in a B-3 (Central Business) Zoning District (see attached drawing). In accordance with §13-809.C.9 of the Rock Springs Zoning Ordinance, Contractors Offices, Shops, and Yards are conditionally permitted uses in the B-3 Zoning District requiring approval from the Rock Springs Planning and Zoning Commission.

The Rock Springs Planning and Zoning Commission will consider this request at a public meeting to be held on Wednesday, September 14, 2022 at 7:00 p.m. in the Rock Springs City Hall Council Chambers, 212 'D' Street, Rock Springs, Wyoming. Interested persons or parties are encouraged to attend the meeting or submit written comments. Written comments will be accepted no later than Noon on Wednesday, September 14, 2022.

Sincerely,

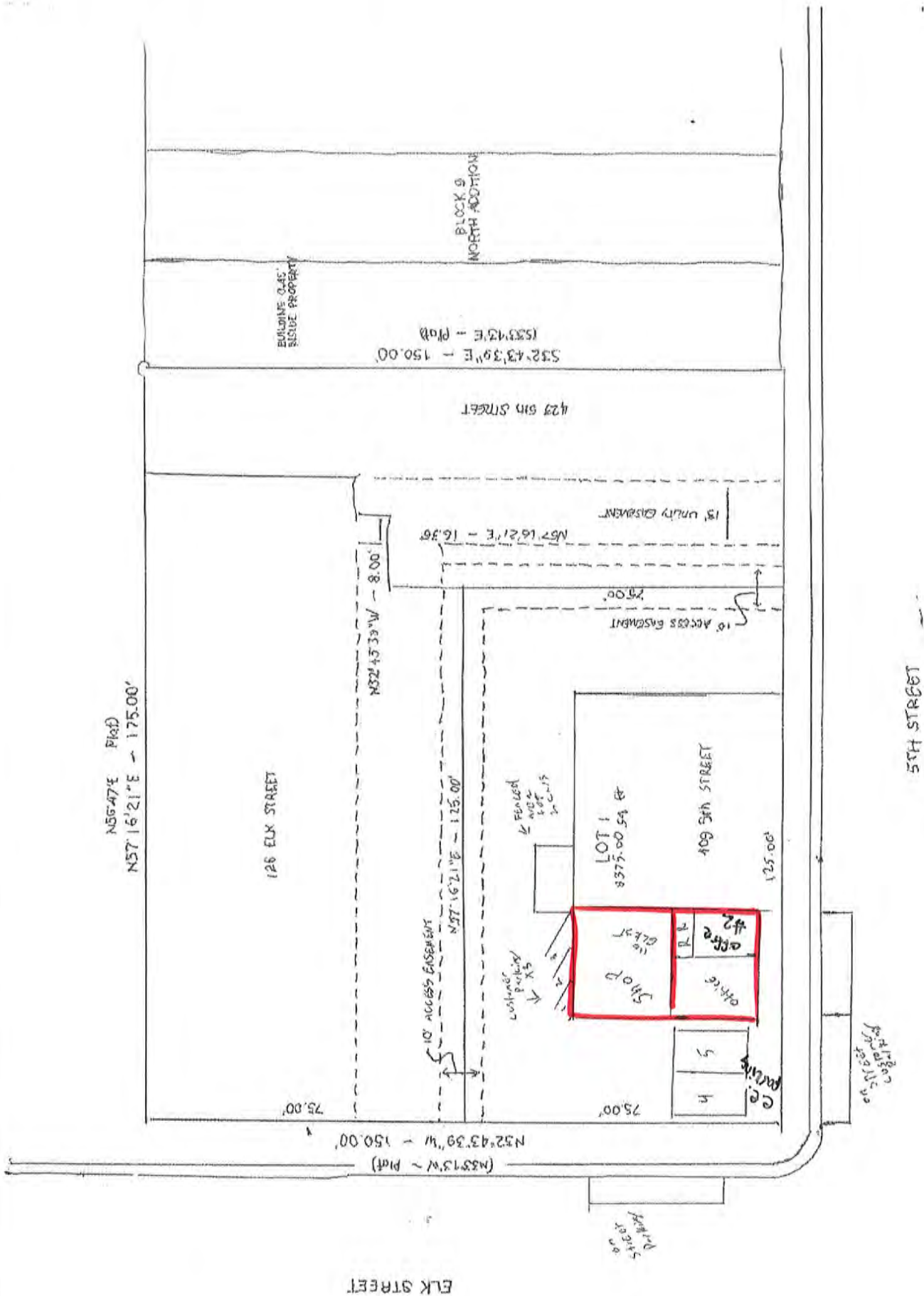


Cathy Greene
City Planner

Enc.



Rogue Plumbing L.L.C.
110 Elk St



ABLE HANDS INC
126 ELK ST
ROCK SPRINGS, WY 82901-5241

CITY OF ROCK SPRINGS
212 D ST
ROCK SPRINGS, WY 82901-6235

DULANEY STEWART O
128 ELK ST
ROCK SPRINGS, WY 82901-5241

HAMMER FAMILY TRUST
HAMMER QUINTINA A TRUSTEE
310 POLK ST
ROCK SPRINGS, WY 82901-4404

LAUGHTER LANCE R
PO BOX 962
ROCK SPRINGS, WY 82902-0962

LEW WING S
1549 9TH ST
ROCK SPRINGS, WY 82901-6003

SERENDIPITOUS ENDEAVOURS LLC
C/O LOCKHART JAMES H
431 N FRONT ST
ROCK SPRINGS, WY 82901-5230

STATE OF WYOMING DEPT OF
TRANSPORTATION
5300 BISHOP BLVD
CHEYENNE, WY 82009-3310

THE PARK LLC
19 ELK ST
ROCK SPRINGS, WY 82901-5239

VASE FUNERAL HOME
154 ELK ST
ROCK SPRINGS, WY 82901-5241

VASE FUNERAL HOME INC
154 ELK ST
ROCK SPRINGS, WY 82901-5241

WIDEACRE PROPERTIES LLC
405 WINTERHAWK DR
ROCK SPRINGS, WY 82901-4538

WILDER JAYNE EVELYN
C/O JAY PEARSON
1804 ELK ST LOT 71
ROCK SPRINGS, WY 82901-4027

YEDINAK WAYNE
447 N FRONT ST
ROCK SPRINGS, WY 82901-5230



PLANNING & ZONING COMMISSION STAFF REPORT

Prepared: September 1, 2022

Meeting: September 14, 2022 at 7:00 p.m.

REPORT SUMMARY			
Agenda Item:	New Business #2	Project Number:	PZ-22-00336
Project Name:	Bettolo - Oversized Detached Garage		
Project Address:	1002 Ruger Blvd.		
Property Legal Description:	Gunsight Estates Phase I, Lot 30		
Project Description:	Consideration of conditional Use Permit to allow for the construction of a detached garage exceeding 1,200 square feet. Also, notification of an Administrative Conditional Use Permit for the mean height of the proposed garage to exceed mean height of the primary structure by two feet, nine inches.		
Applicant:	Patrick Bettolo 1002 Ruger Blvd. Rock Springs, WY 82901	Property Owner:	Patrick & Bethany Bettolo 1002 Ruger Blvd. Rock Springs, WY 82901
Engineer:	Ken Walker UESI 2638 Commercial Way Rock Springs, WY 82901	Surveyor:	N/A
Public Notification:	Adjacent Property Letters Mailed 8/24/2022; Public Hearing Notice – Not Required for Conditional Use Permits		
Current Master Plan Land Use Designation:	LDR (Low Density Residential)	Proposed Master Plan Land Use Designation:	N/A
Current Zoning District	R-1 (Low Density Residential)	Proposed Zoning District	N/A
References:	<ul style="list-style-type: none"> Rock Springs Zoning Ordinance §13-801 Residential Zoning Districts Rock Springs Zoning Ordinance §13-815.E. Accessory Buildings, Uses and Equipment Rock Springs Zoning Ordinance §13-905 Procedure for Conditional Use Permit Approval 		
Exhibits:	A. Application B. Site Plan and Elevation Drawings C. Adjacent Property Owner Letter		

REQUEST:

The applicant, Patrick Bettolo, is requesting Conditional Use Permit approval for the construction of a 1,624 square foot detached accessory garage to be located at 1002 Ruger Blvd, Rock Springs, Wyoming. The application is included as **Exhibit A** and the location is shown in **Figure 1**.

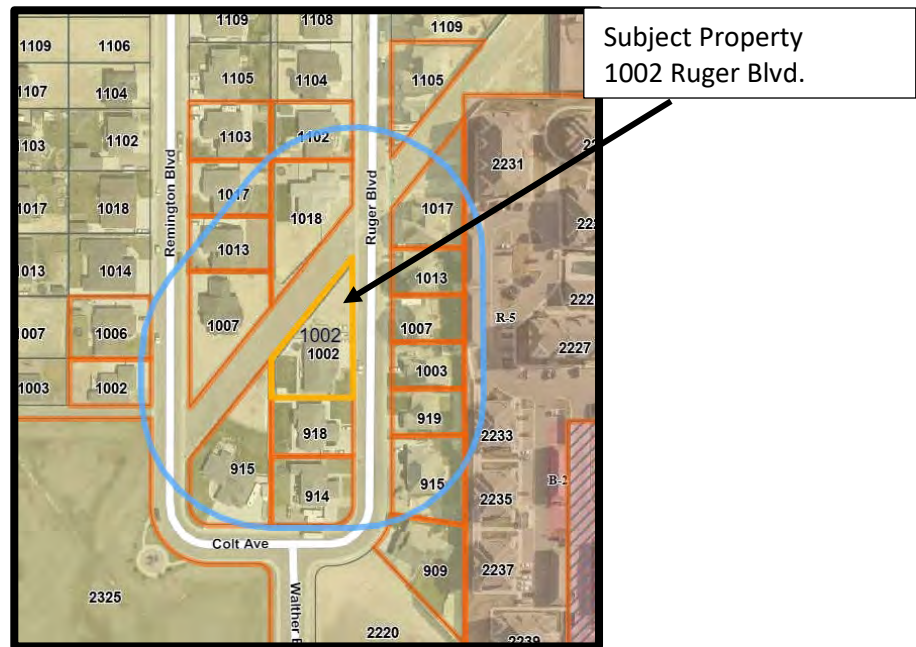


Figure 1: Location Map

ANALYSIS OF PETITION:

In accordance with §13-815.E(4) of the Rock Springs Zoning Ordinance, “No residential accessory building or garage shall exceed 1,200 square feet of floor area unless granted a Conditional Use Permit” by the Rock Springs Planning and Zoning Commission. The proposed 1624 SF structure exceeds the maximum allowable square footage by 424 square feet over the allowable 1,200 square feet. The site plan is included in **Exhibit B**.

Setbacks: As depicted on the site plan, the proposed structure will be located eight and fifty-five hundredths (8.55) feet from the side property line at the closest point, exceeding the minimum setback of three (3) feet. The proposed structures is also shown sixteen (16) feet from the primary structure, exceeding the separation requirement of six (6) feet.

Lot coverage: The subject property is a large lot with a deep “pie shaped” side yard, having a total lot area is 17,196 square feet with an allowable lot coverage of 8,598 square feet. Based on the measurements provided on the site plan and assessing records, the proposed and existing structure coverage is approximately 4,648 square feet, which falls under the maximum lot coverage of 50%.

Height: In accordance with Section 13-815.E.7 of the Ordinance, “no accessory building in any district shall exceed the height of the principal building except by Conditional Use Permit”. Building height is defined as the vertical distance from the average contact ground level at the front wall of the building to the mean height level between eaves and ridges for gable and hip or gambrel roofs. The mean height of the house is 16.5 feet (22.5’ ridge & 10.5’ eave) and the mean height of the proposed garage is 19.25 feet (22.5’ ridge & 16’ eave). Furthermore, Section 13-815.E.7 of the Ordinance states that this requirement applies unless granted Conditional Use Permit approval by the Zoning Administrator.

Driveway: As shown on the site plan, the applicant plans of an expanded driveway meet the detached garage driveway requirement. Also, it does not exceed the 65% maximum driveway width.

PUBLIC NOTIFICATION:

Adjacent Property Owner Notice letters were mailed to property owners located within 200 feet of the boundaries of the subject property on August 24, 2022 (Refer to **Exhibit C**). To date, no comments have been received. Staff will advise the Commission of any comments received after the date of this report.

PROPERTY PHOTOS:

The following photos show the project site:



Figure 2: Ruger Blvd view – across the street



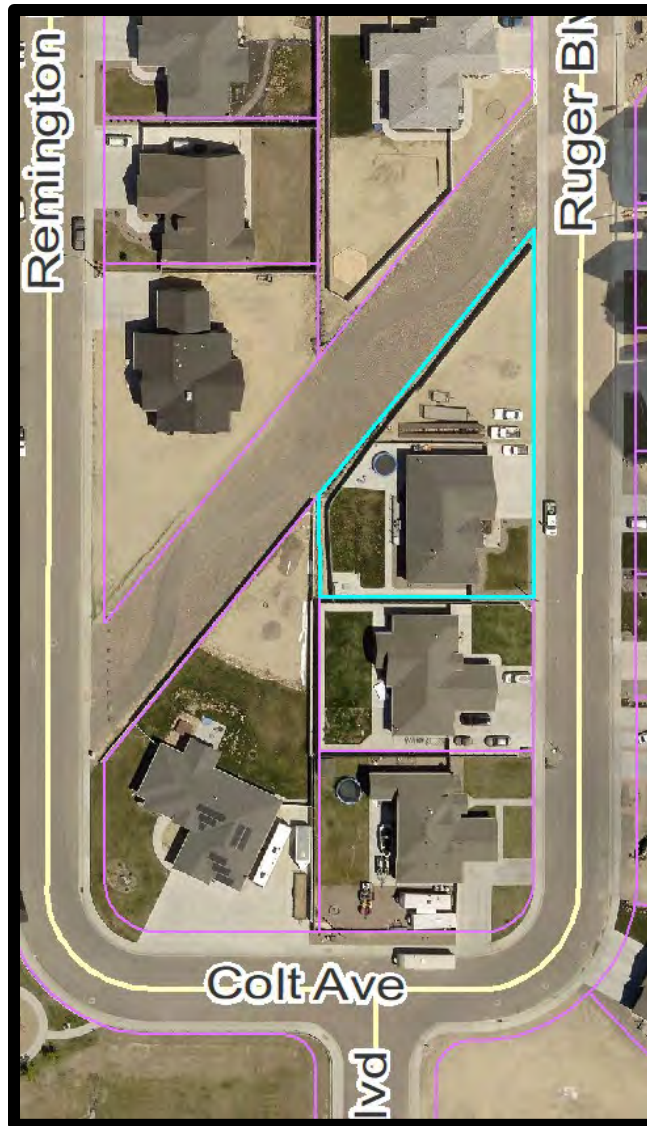


Figure 3: Aerial view – photo from City GIS (NTS)

PROCEDURE:

Conditional Use Permits are reviewed in accordance with §13-905. The Planning and Zoning Commission grants the final determination of the Conditional Use Permit. They are not forwarded to the City Council for review. As noted in §13-905.D., the Commission “shall consider the effect of the proposed use upon the health, safety, and general welfare of occupants of surrounding lands, existing and anticipated traffic conditions including parking facilities on adjacent streets and land, and the effect of the proposed use on the Comprehensive Plan. The Commission may grant the application by motion, imposing such conditions and safeguards as it deems necessary, or it may deny the application.”

Staff will provide a formal recommendation after public comment at the Planning & Zoning Commission Meeting. At a minimum, staff recommends the following conditions of approval be attached:

1. Construction shall conform to the approved site plan and application, including required setbacks from property lines.
2. Pin inspection will be required prior to concrete pour to confirm it meets the setbacks shown on the approved site plan.

3. Any additional requested accessory structures will require a modification to this Conditional Use Permit.
4. Drainage shall not impact adjacent properties and appropriate erosion control measures shall be utilized, both during construction and when construction is complete.
5. The use of the garage shall be limited to typical residential uses (i.e. storage of personal vehicles). Any Home Occupations within the garage shall comply with the City's Home Occupations Requirements.
6. Planning approval does not constitute building permit approval. Contact the City of Rock Springs Building Department to obtain a building permit for the garage.

EXHIBIT A

APPLICATION



CITY OF ROCK SPRINGS CONDITIONAL USE APPLICATION

Planning & Zoning Division
212 D Street Rock
Springs WY 82901
307.352.1540 (phone)
city_planner@rswy.net

City Use Only:

Date Received AUG. 22, 2022

File Number: P2-22-00336

A. PROJECT/BUSINESS NAME:

B. PROPERTY ADDRESS: 1002 Ruger Blvd.

(IF THE PROPERTY DOES NOT HAVE AN EXISTING ASSIGNED ADDRESS, LEGAL DOCUMENTATION OF THE LOCATION MUST BE SUBMITTED – i.e. Property Tax ID Number, Legal Description, etc.)

C. CONTACT INFORMATION:

NOTE: The City of Rock Springs will only send correspondence to the names and mailing addresses provided on this application. Attach a separate sheet if necessary.

Primary Contact Person (Applicant):

Patrick Bertolo
Name

307-384-6336 chevyimperial@hotmail.com
Phone Number Email Address

1002 Ruger Blvd.
Mailing Address

Rock Springs WY 82901
City State Zip

Property Owner Information:

Patrick & Bethany Bertolo
Name

307-384-7843 chevyimperial@hotmail.com
Phone Number Email Address

1002 Ruger Blvd.
Mailing Address

Rock Springs WY 82901
City State Zip

Engineer Information (if applicable):

Engineer's Name

Email

Company Name

Phone Number

Fax Number

Mailing Address

City

State

Zip

Surveyor Information (if applicable):

Surveyor's Name

Email

Company Name

Phone Number

Fax Number

Mailing Address

City

State

Zip

C. CONDITIONAL USE PERMIT(S) REQUESTED (check all that apply):

**C.U.P. Requiring
Planning and Zoning Commission Approval**

- ☐ Adjusted Front Setback
- ☐ Bed and Breakfast Inn
- ☐ Corner Side Yard Attached Carport
- ☒ Detached Garage Exceeding 1,200sf
- ☐ Gas Pumps & Fueling Stations
- ☐ Lot Coverage Exceeding 50%
- ☐ Off-Site Parking
- ☐ Unpaved Parking Area (B-2 Zoning District)
- ☐ Use of Explosives
- ☐ Wireless Communication Facility in Residential Zoning District
- ☐ Other, please specify: _____

**C.U.P. Requiring
Staff Level Approval**

- ☒ Accessory Structure Exceeding Height of Primary Structure
- ☐ Special Purpose Fence
- ☐ Unpaved Parking Area (Industrial)
- ☐ Land Reclamation, Mining, & Soil Processing
- ☒ Garage Exceeding Three (3) Doors
- ☐ Driveway Access Exceeding 65% Street Frontage
- ☐ Sign
- ☐ Other, please specify: _____

D. PLEASE ANSWER THE FOLLOWING ON THE SPACES PROVIDED:

1. Provide a detailed description of the intended Conditional Use, including proposed use, length of use (permanent or temporary), hours of operation, etc.

Looking to store my fifth wheel camper indoors when not in use. Would also like to store some old classic cars inside.

2. Describe all existing and proposed structures and uses located on this property. A site plan shall accompany this application. Please refer to the attached Site Plan Checklist.

Single Family dwelling with an attached garage. Proposing an additional detached garage.

3. Describe the effect of the proposed Conditional Use upon the health, safety, and general welfare of the occupants of surrounding lands, existing and anticipated traffic conditions including parking facilities on adjacent streets and land.

This new garage shouldn't affecting any existing land or structure in any way. I will still have enough room to park everything I own off the street

E. SUBMITTAL REQUIREMENTS:

All items shall be submitted together as a consolidated packet. Incomplete applications will not be reviewed and will be returned to the applicant.

For items requiring review by the Planning and Zoning Commission, the City of Rock Springs must receive the complete application by the submission deadlines found in the "Applicant's Guide to Conditional Use Permits" supplemental handout. Applications submitted after the submission deadlines will be postponed until the following month's Planning & Zoning Commission Meeting.

Initial next to each item to verify that the item is attached to this application:

MANDATORY ITEMS:	
	Filing Fee of \$60.00 (Checks made payable to the City of Rock Springs)
	Completed Application (signed by Applicant and Property Owner)
	Two (2) full sized site plan drawings (printed to scale) – see attached Site Plan Checklist
	One (1) reduced site plan (no larger than 11" x 17") – only if full-size site plan is larger than 11" x 17"
OPTIONAL ITEMS (BUT <u>STRONGLY ENCOURAGED</u> TO PREVENT DELAYS IN APPROVAL):	
	Building Elevations / Architectural Drawings
	Floor plans of building interior to show areas of use
	Property photos
	Additional information to support the Conditional Use request

F. SIGNATURES REQUIRED:

Applicant Certification:

I, the applicant, hereby certify the following:

- I have read, reviewed and understand the attached Site Plan Checklist, Conditional Use Review Procedures & Submission Deadlines.
- I understand that incomplete applications will not be processed and will result in delays.
- The information provided with this application, and attached information, is true and correct, and false or inaccurate information used by an applicant to secure compliance with the Zoning Ordinance shall be reason to deny or revoke any application or permit.
- I understand that it is the responsibility of the applicant and/or property owner to secure any and all required Local, Federal and State Permits (i.e. Building Permits, DEQ permits, County Permits, etc.) and I agree to contact those agencies accordingly.

Applicant's Signature: _____

Date: _____

Property Owner Consent:

By signature hereon, I certify that I am the owner of the property that is the subject of this application and that I have read this application and consent to its filing.

Owner's Signature: _____

Date: _____

SITE PLAN CHECKLIST

At a minimum, the following items shall be shown on your Conditional Use Permit site plan (check them off as you consider each one). Failure to include these items could result in delays/denials. If a separate Site Plan Application is required for your project in addition to the Conditional Use Permit Application (such as with new commercial construction), the same Site Plan may be attached to this application.

- ☐ Project Address
- ☐ Location map
- ☐ Names and mailing addresses of developer / owner and engineer / architect
- ☐ Boundary line of property with all dimensions
- ☐ Adjacent streets and street rights-of-way
- ☐ Gross square footage of existing and proposed structures and uses, including number of floors
- ☐ All paved and unpaved surfaces
- ☐ Parking facilities (including handicap parking) – including dimension of parking stalls, drive aisle widths, etc.
- ☐ Buildings and structures (existing and proposed), including setbacks from property lines for all structures
- ☐ Easements (access, utility, drainage, pedestrian, etc.)
- ☐ Utilities
- ☐ Landscaping
- ☐ Exterior signs
- ☐ Trash enclosures
- ☐ Surface water drainage arrows
- ☐ Location of Floodplain and/or Floodway on property, if applicable (separate Floodplain Development Permit Application also required)

CONDITIONAL USE PERMIT REVIEW PROCEDURES

ADMINISTRATIVE REVIEW PROCESS:

Application submittal...	Application is reviewed for completeness.
Within 5 working days after application submittal...	Planning staff will notify all property owners located within 200 feet of request.
At least 6 calendar days after application submittal...	The application may be forwarded to the Utility Review Committee for comment, dependent upon the type and complexity of the Conditional Use request. It may be determined that a Utility Review Committee Meeting is necessary to provide the applicant an opportunity to discuss the application with internal and external departments/agencies.
<u>No sooner</u> than 10 calendar days after adjacent property notification...	A Permit Determination shall be made based on the comments received from notified property owners and the Utility Review Committee. Permit Determination shall include such conditions as are deemed necessary to protect the health, safety and welfare of the community and surrounding neighborhood.
Within 10 working days of Permit Determination...	The decision of the Zoning Administrator may be appealed to the Planning & Zoning Commission via written request. Appeals may be made by the applicant or affected property owners. Appeals to the Planning & Zoning Commission will follow the Planning and Zoning Commission review process listed below.

PLANNING & ZONING COMMISSION REVIEW:

- ❖ Within three (3) working days of submittal, the Planning Department shall review the application for completeness with the Conditional Use Permit submittal requirements. A complete Conditional Use Permit Application must be received at least seventeen (17) days prior to the Planning and Zoning Commission meeting. Refer to the submittal schedule below.
- ❖ If the application does not conform to the submittal requirements, the application will be deemed as incomplete, the applicant will be notified, and the application will be returned.
- ❖ Agency Review –the Planning Department may refer material to appropriate agencies for review and comment. Comments will be due from the Utility Review Committee members at least seven (7) days after forwarding the Conditional Use Permit Application to the agencies.
- ❖ Based on the complexity of the project, a Utility Review Committee meeting may be scheduled to provide the applicant the opportunity to discuss the project with the Utility Review Committee. Utility Review Meetings are generally held on Tuesday afternoons and are scheduled in the order in which applications are submitted. Meeting notice only will be sent to the parties listed on the application, so be sure to provide all email address of whom you would like to be invited to the meeting. It is required that the petitioner or an assigned representative attend the Utility Review Meeting.
- ❖ At least seven (7) days prior to the Planning and Zoning Commission at which the Conditional Use Permit is to be considered, the Planning Department shall notify the property owners of land within 200 feet of the boundaries of the proposed Conditional Use Permit of the time and date of the meeting.
- ❖ The Planning and Zoning Commission shall review the Conditional Use Permit request at a public meeting. The Commission shall consider oral or written statements from the applicant, the public, City staff, and the Commission. The following shall be considered by the Commission:
 - Compliance with any conditions specified within the Zoning Ordinance regarding the particular Conditional Use;
 - Effect of the proposed use upon the health, safety, and general welfare of occupants of surrounding lands;
 - Existing and anticipated traffic conditions, including parking facilities on adjacent streets and land; and,
 - The effect of the proposed use on the Comprehensive plan.
- ❖ The Commission may grant the application by motion, imposing such conditions and safeguards as it deems necessary, or it may deny the application.
- ❖ Conditional Use Permit applications may be denied by motion of the Commission. The denial shall constitute a finding that the applicant has not shown that the conditions required for approval do exist.
- ❖ The applicant shall be notified in writing of the action taken by the Commission. If the applicant is granted, any conditions, automatic terminations date, or period of review shall be stated on the Conditional Use Permit.
- ❖ No application for a Conditional Use Permit which has been denied wholly or in part shall be resubmitted for a period of six (6) months from the date of said order of denial, except on grounds of new evidence or proof of change of conditions found to be valid by the Commission.
- ❖ **Conditional Use Permit approval does not constitute approval of any additional required applications for the development (including Floodplain Development Permit, Site Plan approval for new construction, Variances, etc.)**
- ❖ **Conditional Use Permit approval does not constitute Building Permit approval. Contact the Rock Springs Building Department at (307) 352-1540 for submittal requirements.**
- ❖ **If applying for an Occupational Tax Application (Business License), Site Plan Approval does not constitute Business License Approval.**

P&Z COMMISSION REVIEW - CONDITIONAL USE PERMIT SUBMITTAL DEADLINES:

NOTE: Applications that are not received by **5:00 p.m.** on the Application Deadline will be postponed until the following month's meeting. If a deadline falls near a City holiday, please contact the Planning Department to verify the days City Hall will be closed to ensure that your application is submitted on time.

BE ADVISED: THE APPLICANT (OR ASSIGNED REPRESENTATIVE) MUST ATTEND ALL SCHEDULED MEETINGS.

	January Meeting	February Meeting	March Meeting	April Meeting	May Meeting	June Meeting	July Meeting	August Meeting	September Meeting	October Meeting	November Meeting	December Meeting
Submittal Deadline	12/28/2021	1/24/2022	2/21/2022	3/28/2022	4/25/2022	5/23/2022	6/27/2022	7/25/2022	8/29/2022	9/26/2022	10/24/2022	11/28/2022
Review of Completeness	Within three (3) working days after the submittal, the planning Department shall review the application for conformance with the Conditional Use Permit submittal requirements. If the application does not conform to the submittal requirements, the application will be deemed as incomplete, the applicant will be notified, and the application will be returned.											
Utility Review Comments and/or Meeting *	Utility Review Meetings are held <u>at least 7</u> days after application submittal. Utility Review Meetings are generally held on Tuesday afternoons and are scheduled in the order in which applications are submitted. A memo will <u>only</u> be sent to the parties listed on the application so be sure to provide all addresses of whom you would like to be invited to the meeting. It is required that the petitioner or an assigned representative attend the meeting. SEE NOTE BELOW.											
Adjacent Owner Notice	Property Owner Notices are prepared by the City of Rock Springs and are mailed to property owners within 200' of the effected property a minimum of seven (7) days prior to the Planning and Zoning Commission Public Hearing.											
P&Z Public Meeting	1/12/2022	2/9/2022	3/9/2022	4/13/2022	5/11/2022	6/8/2022	7/13/2022	8/10/2022	9/14/2022	10/12/2022	11/9/2022	12/14/2022

IMPORTANT NOTES:

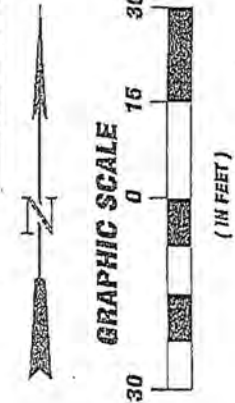
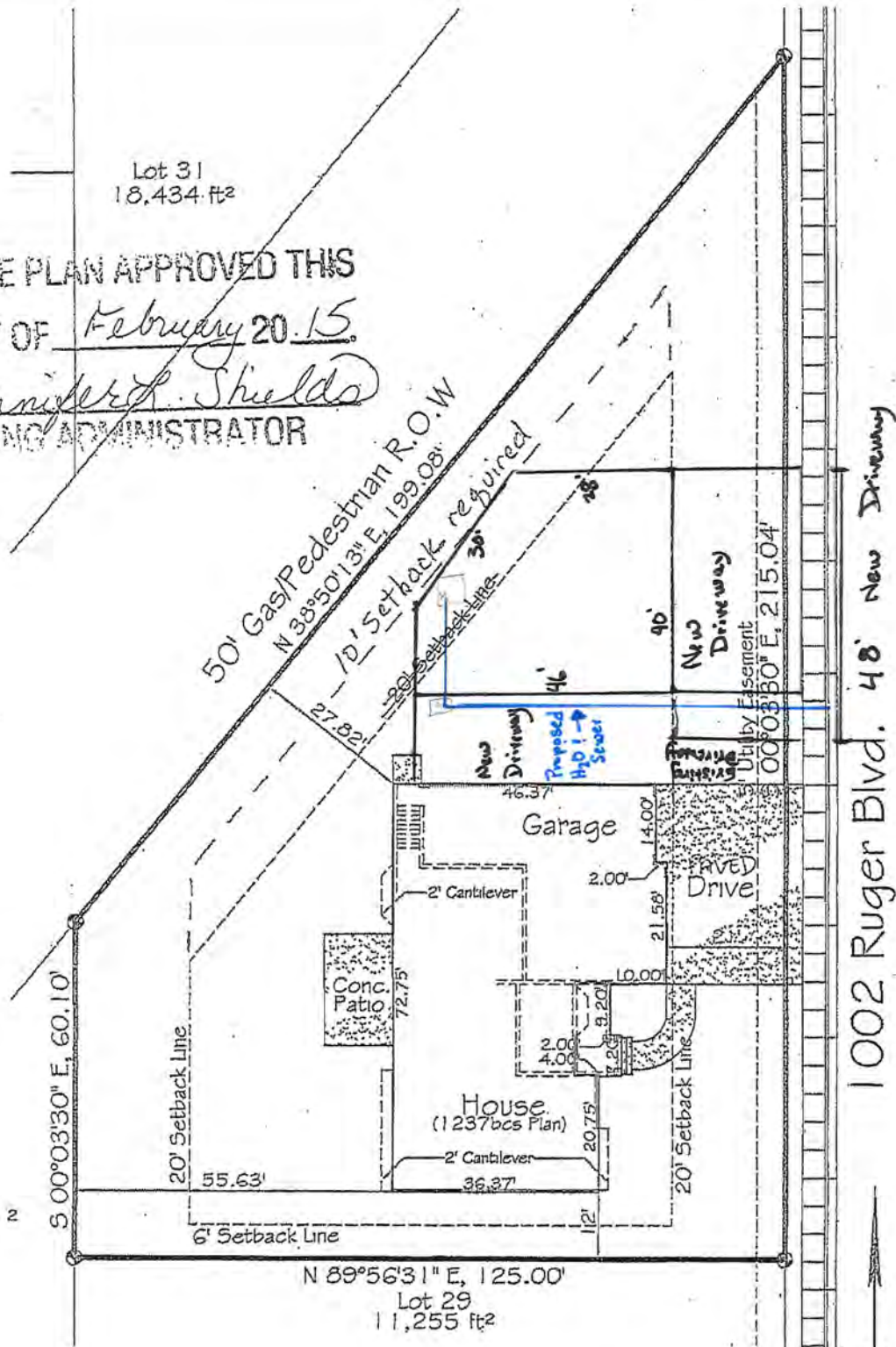
* Utility review meetings are scheduled in the order in which applications are submitted to the City. In the event that a utility review meeting cannot be scheduled prior to the Planning and Zoning Commission Meeting due to the number of applications that are received ahead of your application, your application will have to be postponed until the following month's Planning and Zoning Commission meeting. Therefore, it is in your best interest to submit your application prior to the application deadline listed on the above table.

Lot 31
18,434 ft²

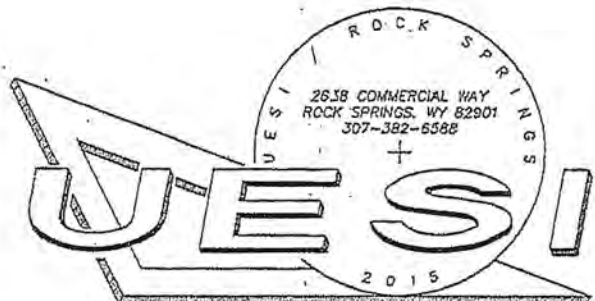
THIS SITE PLAN APPROVED THIS

19th DAY OF February 20 15

Jennifer K. Shields
ZONING ADMINISTRATOR

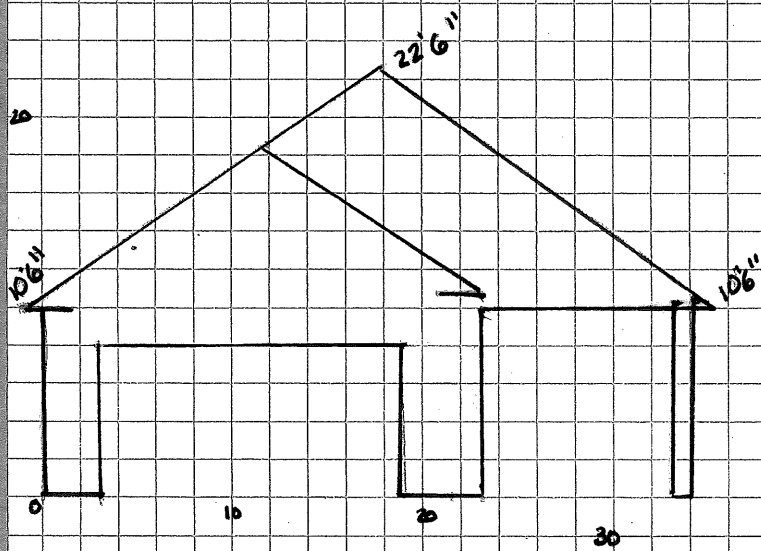


PLOT PLAN
LOT 30 of the
GUNSIGHT ESTATES PHASE I
LOCATED IN THE E¹/₂ NE¹/₄ OF
SECTION 28, T19N, R105W,
6th PM, ROCK SPRINGS
SWEETWATER COUNTY, WYOMING

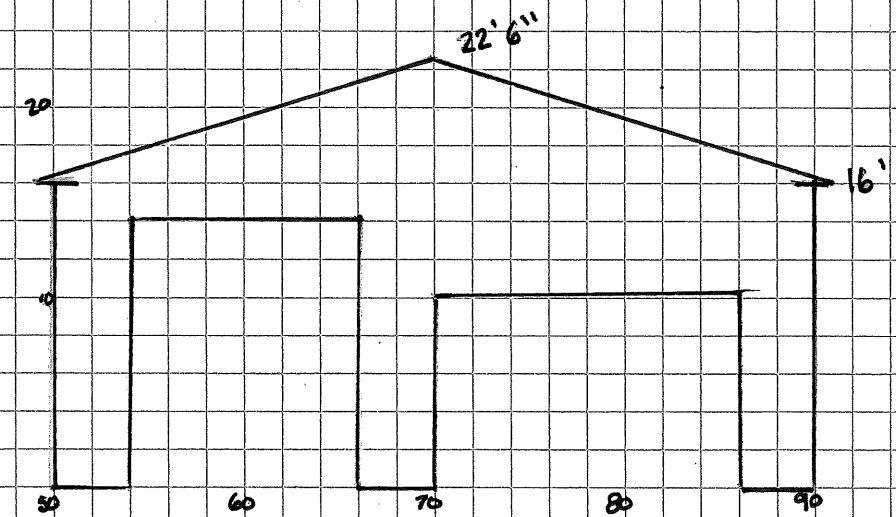


DATE: 02/17/15 JOB #: 15-90-03 FILE: Plot Plan.dwg
ENGINEER: Gareth Powell, PE Drawn By: Dave Johnson

16' 6" mean

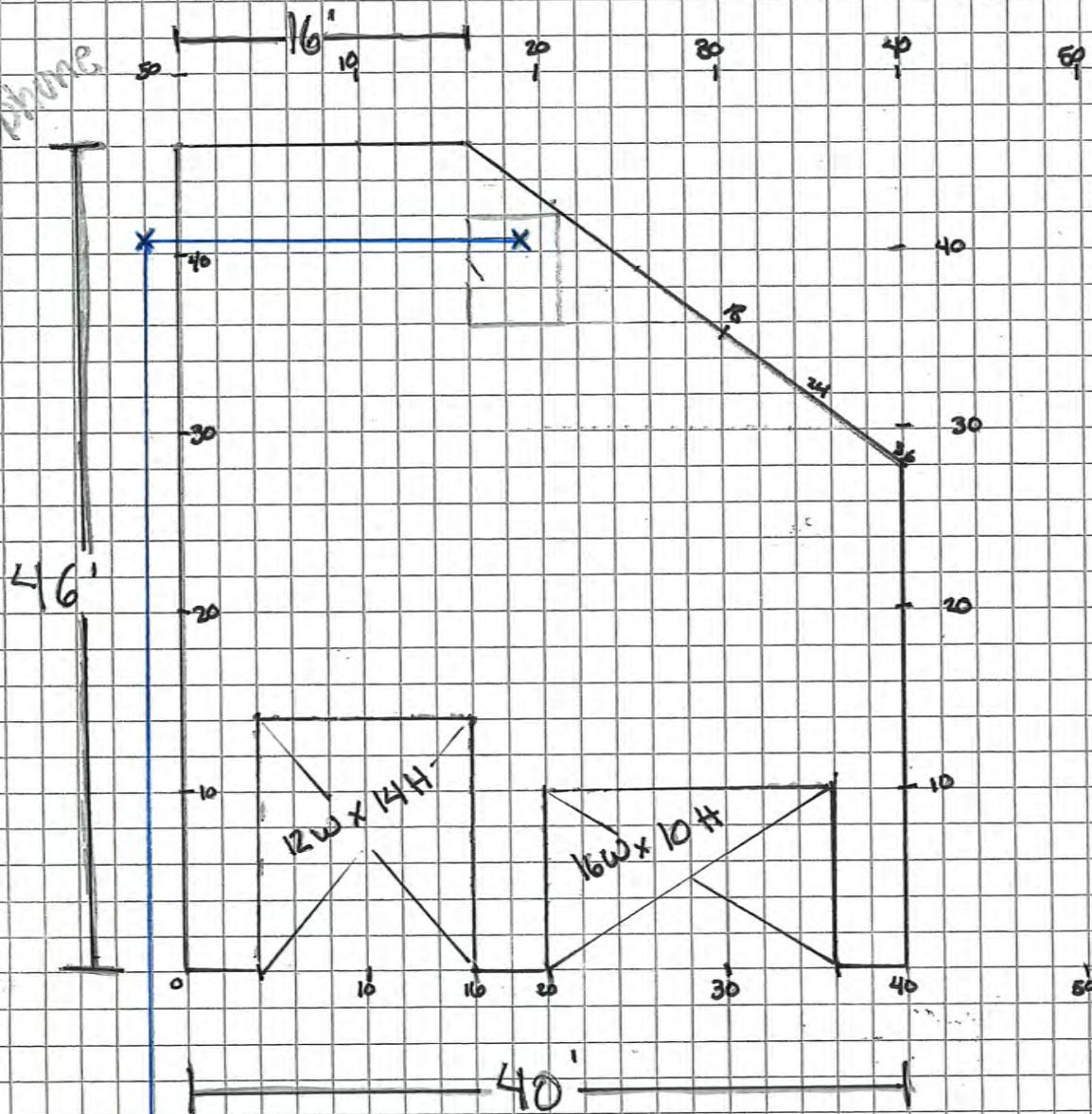


19' 3" mean



Stake out
Stake out
Stake out

Use
cell phone
Stake out
Drive

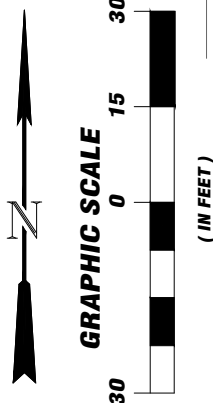
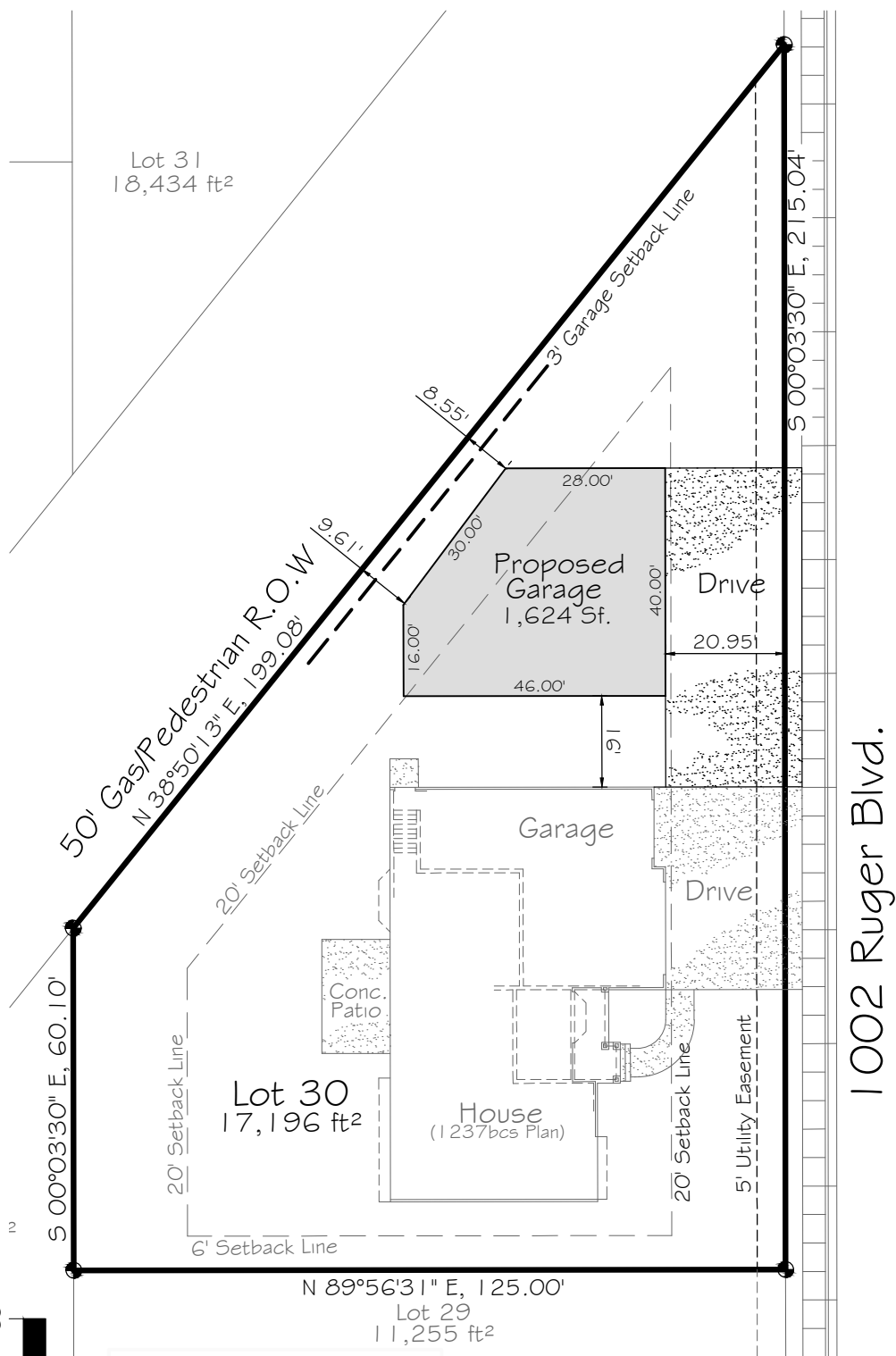


$$S_q F_t = 1624 F_t^2$$

Water & Sewer?

EXHIBIT B

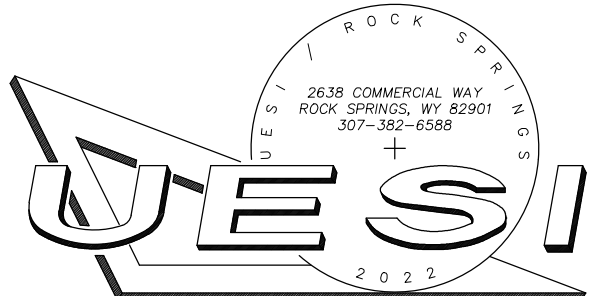
SITE PLAN AND ELEVATION DRAWINGS



Garage Plot Plan
 LOT 30 of the
 GUNSIGHT ESTATES PHASE I
 LOCATED IN THE E $\frac{1}{2}$ NE $\frac{1}{4}$ OF
 SECTION 28, T19N, R105W,
 6th PM, ROCK SPRINGS
 SWEETWATER COUNTY, WYOMING

Legend:

- Property Bdry.
- House Footprint
- Garage Footprint
- - - Setback Line
- - - Easement Line
- Property Corner



DATE: 08/30/22 JOB #: 22-80-40 FILE: Plot Plan.dwg
 ENGINEER: Ken Walker, PE Drawn By: Dave Johnson

EXHIBIT C

ADJACENT PROPERTY OWNER LETTER

August 24, 2022

Dear Property Owner / Interested Party:

This letter is to inform you that a request has been made by Patrick Bettolo, for a Conditional Use Permit on property located at 1002 Ruger Blvd. Records show that this property is adjacent to or within two hundred (200) feet of property you own. The following summarizes the application:

A request from the applicant for a 1,624 square foot detached garage with a mean roof height exceeding the mean house height by approximately two (2) feet, nine (9) inches, site plan is attached.

In accordance with Section 13-815.E.5 of the Rock Springs Zoning Ordinance, "no permit shall be issued for the construction of any number or type of accessory buildings with a maximum total combined square footage of 1,200 square feet. If total combined square footage is over 1,200 square feet, a Conditional Use Permit shall be required prior to obtaining a building permit".

In accordance with Section 13-815.E.7 of the Rock Springs Zoning Ordinance, "no accessory building in any district shall exceed the height of the principal building except by Conditional Use Permit". Building height is defined as the vertical distance from the average contact ground level at the front wall of the building to the mean height level between eaves and ridges for gable and hip or gambrel roofs. Furthermore, Section 13-815.E.7 of the Ordinance states that this requirement applies unless granted Conditional Use Permit approval by the Zoning Administrator.

The Rock Springs Planning and Zoning Commission will consider the application at a public meeting on Wednesday, September 14, 2022 at 7:00 p.m. in the City Council Chambers. You may attend said meeting or submit written comment **no later than 12:00 p.m. on September 14, 2022.**

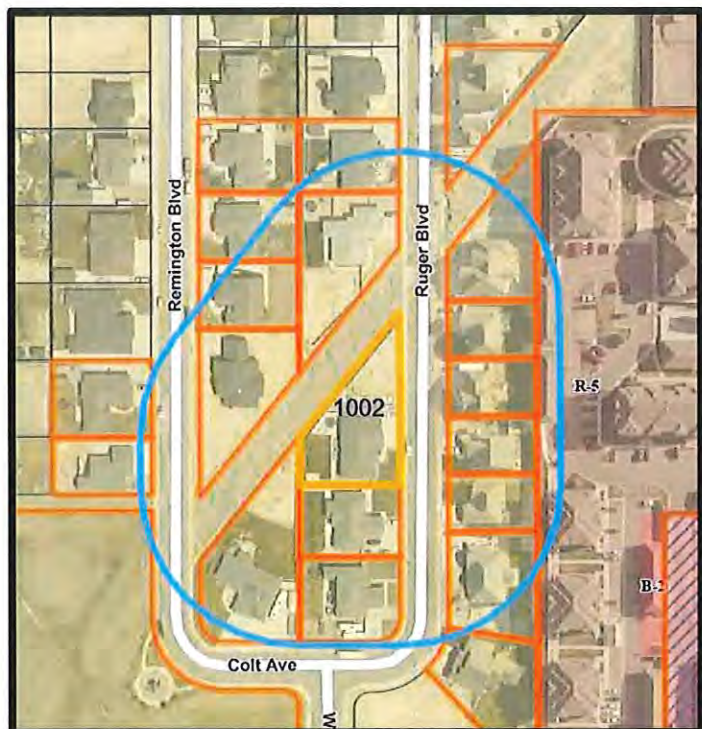
If you have any questions regarding this information, please contact the Planning and Zoning Division at (307) 352-1540.

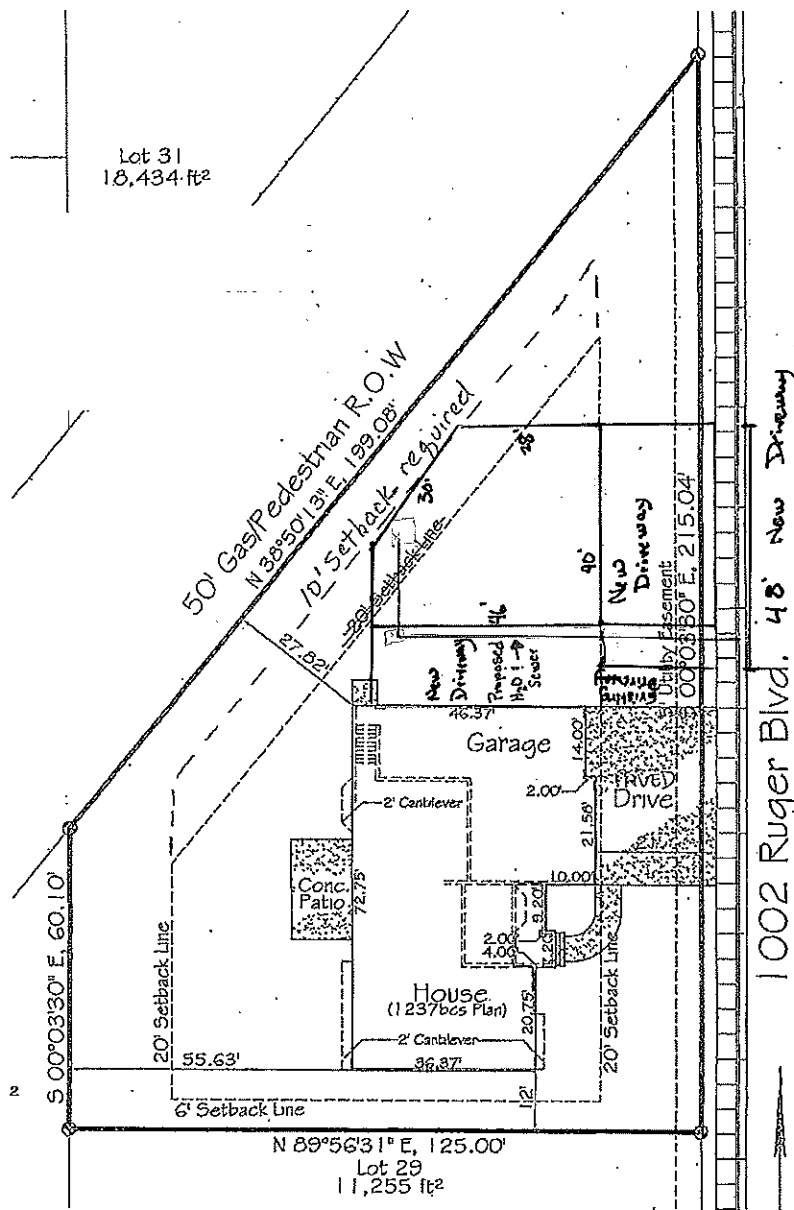
Sincerely,



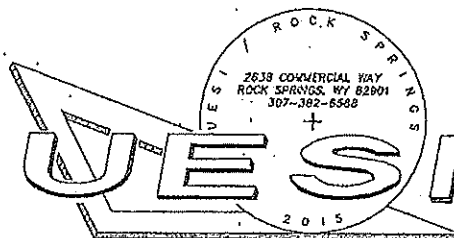
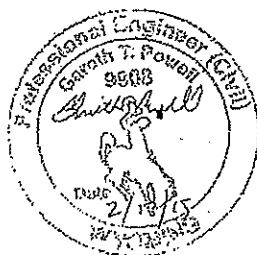
Cathy Greene
City Planner

Enc.





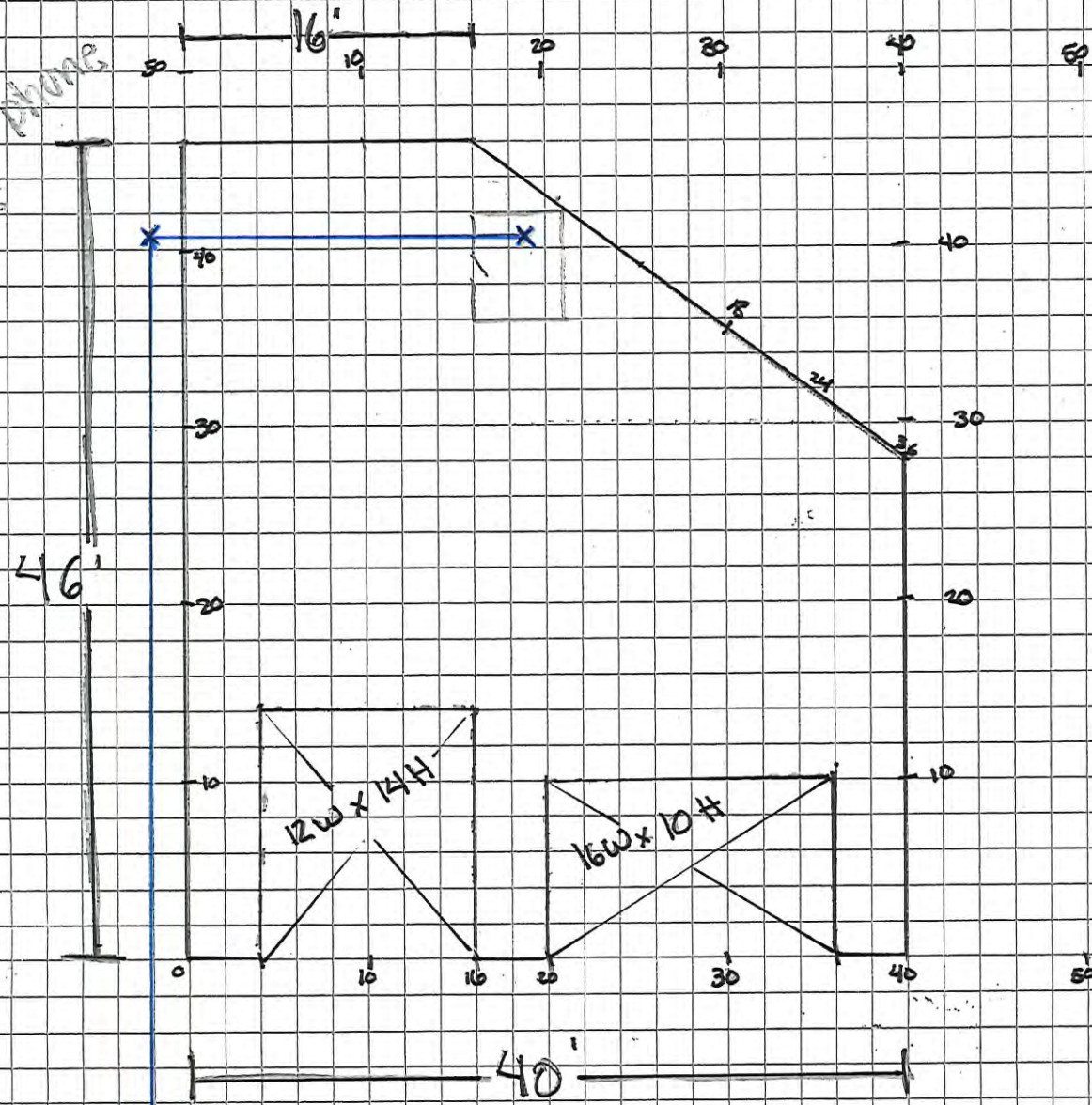
PLOT PLAN
 LOT 30 of the
 GUNSIGHT ESTATES PHASE I
 LOCATED IN THE $\frac{E}{2}$ $\frac{NE}{4}$ OF
 SECTION 28, T19N, R105W,
 6th PM, ROCK SPRINGS
 SWEETWATER COUNTY, WYOMING



DATE: 02/17/15 JOB #: 15-90-03 FILE: Plot Plan.dwg
 ENGINEER: Gareth Powell, PE Drawn By: Dave Johnson

State cell plan submit and plot plan

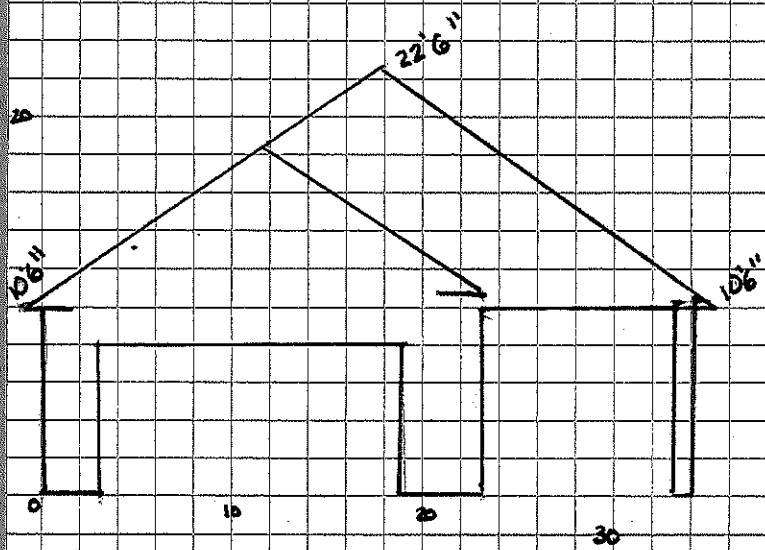
USI
cell phone
station
drive



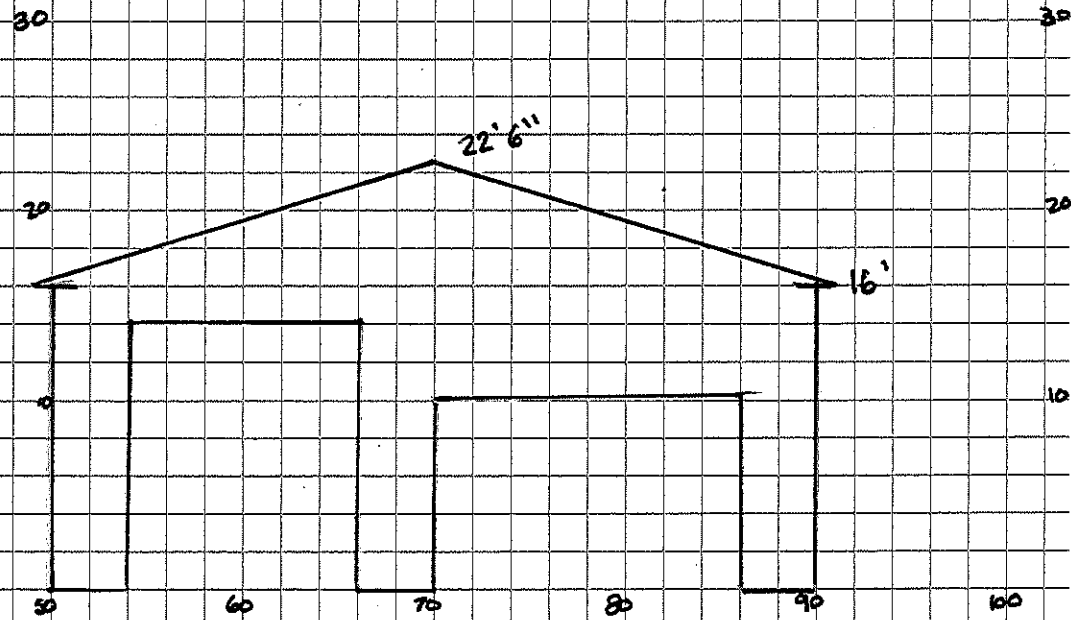
$$S_q F_t = 1624 F_t^2$$

Water & Sewer?

16' 6" mean



19' 3" mean



ANNALA KOLBE B & JESSICA A
1007 RUGER BLVD
ROCK SPRINGS, WY 82901

BATTISTI ALBERT R & PAMELA
915 REMINGTON BLVD
ROCK SPRINGS, WY 82901-6184

BETTOLO PATRICK L & BETHANY N
1002 RUGER BLVD
ROCK SPRINGS, WY 82901-6187

BOND TAMIE
918 RUGER BLVD
ROCK SPRINGS, WY 82901-6186

BOUDREAU MICHAEL A
1013 REMINGTON BLVD
ROCK SPRINGS, WY 82901-6174

BYERS ROBERT G & MICHELLE
1013 RUGER BLVD
ROCK SPRINGS, WY 82901

CHAVEZ MARCELO & NANCY Y
915 RUGER BLVD
ROCK SPRINGS, WY 82901-6186

CITY OF ROCK SPRINGS
212 D ST
ROCK SPRINGS, WY 82901

DAMORI KYLE & KASEY
1105 RUGER BLVD
ROCK SPRINGS, WY 82901-6188

FOOTHILL PRESERVE II LLC
2225 REAGAN AVE
ROCK SPRINGS, WY 82901-4421

FULLMER DEANAH D
909 RUGER BLVD
ROCK SPRINGS, WY 82901-6186

GEORGIS GERALD THOMAS
1103 REMINGTON BLVD
ROCK SPRINGS, WY 82901-6183

KERSHISNIK FAMILY TRUST VEDA
KERSHISNIK TRUSTEE
1002 REMINGTON BLVD
ROCK SPRINGS, WY 82901-6174

LUKACIK NOEL & ZEDELLA PHYLICIA
1003 RUGER BLVD
ROCK SPRINGS, WY 82901-6187

MARSHALL SHAWN & MICHELLE
1102 RUGER BLVD
ROCK SPRINGS, WY 82901-6188

MENDOZA MANUAL A & MICHELLE V
914 RUGER BLVD
ROCK SPRINGS, WY 82901-6186

PERRY NATHAN D & ERIN L
919 RUGER BLVD
ROCK SPRINGS, WY 82901-6186

PYER STEPHEN & SHAWN
1018 RUGER BLVD
ROCK SPRINGS, WY 82901-6187

SANTA BRENT A & AMELIA M
1006 REMINGTON BLVD
ROCK SPRINGS, WY 82901-6174

SIMPSON ANTHONY & ROBERTSON
SHIRLEY
1804 ELK ST LOT 161
ROCK SPRINGS, WY 82901-4074

VESSELS MATTHEW D
1017 REMINGTON BLVD
ROCK SPRINGS, WY 82901-6174

WINKEL MARK J & JANELL M
1017 RUGER BLVD
ROCK SPRINGS, WY 82901-6187

CITY OF ROCK SPRINGS
212 D ST
ROCK SPRINGS, WY 82901



Planning & Zoning Commission Staff Report

Prepared: September 8, 2022

Meeting: September 14, 2022 at 7:00 p.m.

REPORT SUMMARY			
Agenda Item:	New Business #3	Project Number:	PZ-20-00343
Project Name:	Steed Metals Major Site Plan and Conditional Use Permits		
Project Address:	3029 Killpecker Drive and vacant lots 1, 2, & 3 on Dines Way		
Property Legal Description:	Lots 1, 2, 3, 21, and 22 of Yellowstone Road Industrial Park		
Project Description:	Major Site Plan and Conditional Use Permits (CUP) – Steed Metals for a “Scrap metal or used materials processing, handling, and storage facilities.		
Applicant:	Kelly Mann Steed Metals 3029 Killpecker Drive Rock Springs, WY 82901	Property Owner:	Steed Metals PO Box 6019 Helena, MT 59604
Engineer:	Dan Kennedy, PE JFC Engineers & Surveyors PO Box 2026 Rock Springs, WY 82902	Surveyor:	Geno Ferrero, PLS JFC Engineers & Surveyors PO Box 2026 Rock Springs, WY 82902
Public Notification:	Adjacent Property Letters Mailed September 7, 2022 Public Hearing Notice – Not Required for Major Site Plans or CUP		
Current Master Plan Land Use Designation:	I (Industrial)	Proposed Master Plan Land Use Designation:	N/A
Current Zoning District	I-2 (Heavy Industrial)	Proposed Zoning District	N/A
References:	<ul style="list-style-type: none"> • Rock Springs Zoning Ordinance §13-811 I-2 Heavy Industrial Zone • Rock Springs Zoning Ordinance §13-904 Procedure for Site Plan Approval • Rock Springs Zoning Ordinance §13-905 Procedure for Conditional Use Permit 		
Exhibits:	<ul style="list-style-type: none"> A. Application B. Site Plan and Site Photos C. Utility Review Comments D. Adjacent Property Owner Letter 		

PETITION:

The applicant, Mr. Kelly Mann, representing Steed Metals, is requesting Major Site Plan and Conditional Use Permit approval for property located at 3029 Killpecker Drive and Vacant Lots 1, 2, & 3, Rock Springs, Wyoming. The request for establishing a Scrap metal or used materials processing, handling, and storage facilities, which is a Conditionally Permitted Use in accordance with §13-811.C.6. They are additionally requesting an unpaved surface in accordance with §13-815.I.2.I -.....In industrial and B-2 Zoning Districts, excess parking spaces (beyond those required by ordinance), auxiliary driveways and equipment storage areas may be covered by gravel or ground asphalt in accordance with specification provided by the Zoning Administrator, pursuant to first obtaining a CUP from said Zoning Administrator for Industrial Zone Districts.... The applications can be found in Exhibit A and a copy of the Site Plan and site photos is attached in Exhibit B.

BACKGROUND:

Mr. Mann first contacted us about moving a hydrant and installing a railroad spur, after meeting to discuss the company's plans in detail, a preliminary review meeting was held specifically on Lots 1, 2 & 3 on July 19, 2022, with the Utility Review Committee. Due to the complexity of the project and multiple facets involved, they were provided a list of profession firms to contact for preparation of a Site Plan and Applications and told they entire process of all five lots would need to be included.

UTILITY REVIEW:

A Site Plan Application and Plan was received on August 25, 2022 followed by the Conditional Use Application on September 1, 2022. A second Utility Review was schedule for comments only, which were due by September 6, 2022, the comments are attached as Exhibit C. Mr. Kennedy called to discuss a couple items; the applicant is not proposing the extension of the Railroad Spur across Killpecker Drive onto Lots 1, 2, & 3 at this time, which will not require a new water line or hydrant relocation, we also discussed few other items.

PUBLIC NOTIFICATION:

Public Meeting Notice letters were mailed to property owners located within 200 feet of the boundaries of the subject properties on September 7, 2022, refer to Exhibit D.

To date, no comments have been received. Staff will update the Commission at the meeting if any are received prior to the meeting.

PROCEDURE:

The Planning and Zoning Commission grants the final determination of the Major Site Plan & Conditional Use Permit for the request use; they are not forwarded to the City Council for review. The City Zoning Administrator will issue the final determination of the request of an unpaved surface. The Commission shall consider items like: relationship of the plan elements to conditions both on and off the property; Conformance to the City's Zoning Ordinance; Impact of the plan on the existing and anticipated traffic and parking conditions; adequacy of the plan with respect to land use; pedestrian and vehicular ingress and egress; lighting; provisions for utilities; site drainage; loading and unloading areas; grading; signage; screening; setbacks; and other related matters.

Additionally, The Planning and Zoning Commission shall consider oral and written statements from the applicant and their representatives, the public, City staff members, or its own members. The Commission may question

the applicant and approve, deny, or table the development proposal. The application may not be tabled for more than two (2) regular meetings of the Commission.

STAFF RECOMMENDATION:

Staff will provide a recommendation following public comment at the meeting. At a minimum, staff recommends that FINAL Major Site Plan and Conditional Use approval is contingent upon the following:

1. All Utility Review conditions shall be met.
2. No structures are proposed or permitted on Lots 1, 2 or 3 situated on Dines Way.
3. Submittal and approval of drainage and storm sewer information by the City's Engineering Department.
4. Development plans shall conform to site plan specifications. Any substantial changes to the Site Plan, shall require review and approval by the Rock Springs Planning and Zoning Commission.
5. Dust Control Plan submitted and shall be strictly adhered to.
6. All site improvements, including paved access apron off Killpecker Drive, gravel access apron off Dines Way, fencing, gates, trash enclosure, grading and drainage shall be installed prior to Planning and Engineering Departments sign off on the Business License/Occupation Tax Application.

Exhibit A

Application



CITY OF ROCK SPRINGS CONDITIONAL USE APPLICATION

Planning & Zoning Division
212 D Street Rock
Springs WY 82901
307.352.1540 (phone)
city_planner@rswy.net

City Use Only:

Date Received 8-1-2022

File Number: PZ-22-00343

A. **PROJECT/BUSINESS NAME:** STEED METALS

B. **PROPERTY ADDRESS:** 3029 Killpecker Drive

(IF THE PROPERTY DOES NOT HAVE AN EXISTING ASSIGNED ADDRESS, LEGAL DOCUMENTATION OF THE LOCATION MUST BE SUBMITTED – i.e. Property Tax ID Number, Legal Description, etc.)

C. **CONTACT INFORMATION:**

NOTE: The City of Rock Springs will only send correspondence to the names and mailing addresses provided on this application. Attach a separate sheet if necessary.

Primary Contact Person (Applicant):

Kely Mann

Name

307-922-1423

Phone Number

Kelly@steedmetals.com

Email Address

3029 Killpecker Drive

Mailing Address

Rock Springs

City

WY

State

82901

Zip

Property Owner Information:

Steed Metals

Name

307-922-1423

Phone Number

Kelly@steedmetals.com

Email Address

3029 Killpecker Drive

Mailing Address

Rock Springs

City

WY

State

82901

Zip

Engineer Information (if applicable):

Daniel Kennedy P.E.

Engineer's Name

dkennedy@jfc-wyo.com

Email

JFC Engineers & Surveyors

Company Name

307-362-7519

Phone Number

307-362-7569

Fax Number

P.O. Box 2026

Mailing Address

Rock Springs

City

WY

State

82902

Zip

Surveyor Information (if applicable):

Geno Ferrero PLS

Surveyor's Name

gferrero@jfc-wyo.com

Email

JFC Engineers & Surveyors

Company Name

307-362-7519

Phone Number

307-362-7569

Fax Number

P.O. Box 2026

Mailing Address

Rock Springs

City

WY

State

82902

Zip

C. CONDITIONAL USE PERMIT(S) REQUESTED (check all that apply):

**C.U.P. Requiring
Planning and Zoning Commission Approval**

- ☐ Adjusted Front Setback
- ☐ Bed and Breakfast Inn
- ☐ Corner Side Yard Attached Carport
- ☐ Detached Garage Exceeding 1,200sf
- ☐ Gas Pumps & Fueling Stations
- ☐ Lot Coverage Exceeding 50%
- ☐ Off-Site Parking
- ☐ Unpaved Parking Area (B-2 Zoning District)
- ☐ Use of Explosives
- ☐ Wireless Communication Facility in Residential Zoning District
- ☒ Other, please specify: Metal salvage

**C.U.P. Requiring
Staff Level Approval**

- ☐ Accessory Structure Exceeding Height of Primary Structure
- ☐ Special Purpose Fence
- ☒ Unpaved Parking Area (Industrial)
- ☐ Land Reclamation, Mining, & Soil Processing
- ☐ Garage Exceeding Three (3) Doors
- ☐ Driveway Access Exceeding 65% Street Frontage
- ☐ Sign
- ☐ Other, please specify: _____

D. PLEASE ANSWER THE FOLLOWING ON THE SPACES PROVIDED:

1. Provide a detailed description of the intended Conditional Use, including proposed use, length of use (permanent or temporary), hours of operation, etc.

Metal salvage consist of refurbishing industrial equipment/materials for reuse and recycling materials that are not usable. The use will be permanent. Typical Hours of operation are 7am-5pm Monday through Friday.

2. Describe all existing and proposed structures and uses located on this property. **A site plan shall accompany this application.** Please refer to the attached Site Plan Checklist.

The existing building on the property will be used as office and fabrication shop for refurbishing materials.

3. Describe the effect of the proposed Conditional Use upon the health, safety, and general welfare of the occupants of surrounding lands, existing and anticipated traffic conditions including parking facilities on adjacent streets and land.

The proposed use of the property will not have any effects on the surrounding lands. Surrounding lands are industrial use properties, that are separated from the property by rail and street right of way. The main salvage storage area will be secured with fencing. The intended use of the rail for salvage materials will minimize traffic from the site. All parking will be contained on the facility.

E. SUBMITTAL REQUIREMENTS:

All items shall be submitted together as a consolidated packet. Incomplete applications will not be reviewed and will be returned to the applicant.

For items requiring review by the Planning and Zoning Commission, the City of Rock Springs must receive the complete application by the submission deadlines found in the "Applicant's Guide to Conditional Use Permits" supplemental handout. Applications submitted after the submission deadlines will be postponed until the following month's Planning & Zoning Commission Meeting.

Initial next to each item to verify that the item is attached to this application:

MANDATORY ITEMS:	
	Filing Fee of \$60.00 (Checks made payable to the City of Rock Springs)
	Completed Application (signed by Applicant and Property Owner)
	Two (2) full sized site plan drawings (printed to scale) – see attached Site Plan Checklist
	One (1) reduced site plan (no larger than 11" x 17") – only if full-size site plan is larger than 11" x 17"
OPTIONAL ITEMS (BUT <u>STRONGLY ENCOURAGED</u> TO PREVENT DELAYS IN APPROVAL):	
	Building Elevations / Architectural Drawings
	Floor plans of building interior to show areas of use
	Property photos
	Additional information to support the Conditional Use request

F. SIGNATURES REQUIRED:

Applicant Certification:

I, the applicant, hereby certify the following:

- I have read, reviewed and understand the attached Site Plan Checklist, Conditional Use Review Procedures & Submission Deadlines.
- I understand that incomplete applications will not be processed and will result in delays.
- The information provided with this application, and attached information, is true and correct, and false or inaccurate information used by an applicant to secure compliance with the Zoning Ordinance shall be reason to deny or revoke any application or permit.
- I understand that it is the responsibility of the applicant and/or property owner to secure any and all required Local, Federal and State Permits (i.e. Building Permits, DEQ permits, County Permits, etc.) and I agree to contact those agencies accordingly.

Applicant's Signature: _____

Date: 9-1-22

Property Owner Consent:

By signature hereon, I certify that I am the owner of the property that is the subject of this application and that I have read this application and consent to its filing.

Owner's Signature: _____

Date: 9-1-22

SITE PLAN CHECKLIST

At a minimum, the following items shall be shown on your Conditional Use Permit site plan (check them off as you consider each one). Failure to include these items could result in delays/denials. If a separate Site Plan Application is required for your project in addition to the Conditional Use Permit Application (such as with new commercial construction), the same Site Plan may be attached to this application.

- ☒ Project Address
- ☒ Location map
- ☒ Names and mailing addresses of developer / owner and engineer / architect
- ☒ Boundary line of property with all dimensions
- ☒ Adjacent streets and street rights-of-way
- ☒ Gross square footage of existing and proposed structures and uses, including number of floors
- ☒ All paved and unpaved surfaces
- ☒ Parking facilities (including handicap parking) – including dimension of parking stalls, drive aisle widths, etc.
- ☒ Buildings and structures (existing and proposed), including setbacks from property lines for all structures
- ☒ Easements (access, utility, drainage, pedestrian, etc.)
- ☒ Utilities
- ☐ Landscaping
- ☒ Exterior signs
- ☒ Trash enclosures
- ☒ Surface water drainage arrows
- ☒ Location of Floodplain and/or Floodway on property, if applicable (separate Floodplain Development Permit Application also required)

CONDITIONAL USE PERMIT REVIEW PROCEDURES

ADMINISTRATIVE REVIEW PROCESS:

Application submittal...	Application is reviewed for completeness.
Within 5 working days after application submittal...	Planning staff will notify all property owners located within 200 feet of request.
At least 6 calendar days after application submittal...	The application may be forwarded to the Utility Review Committee for comment, dependent upon the type and complexity of the Conditional Use request. It may be determined that a Utility Review Committee Meeting is necessary to provide the applicant an opportunity to discuss the application with internal and external departments/agencies.
<u>No sooner</u> than 10 calendar days after adjacent property notification...	A Permit Determination shall be made based on the comments received from notified property owners and the Utility Review Committee. Permit Determination shall include such conditions as are deemed necessary to protect the health, safety and welfare of the community and surrounding neighborhood.
Within 10 working days of Permit Determination...	The decision of the Zoning Administrator may be appealed to the Planning & Zoning Commission via written request. Appeals may be made by the applicant or affected property owners. Appeals to the Planning & Zoning Commission will follow the Planning and Zoning Commission review process listed below.

PLANNING & ZONING COMMISSION REVIEW:

- ❖ Within three (3) working days of submittal, the Planning Department shall review the application for completeness with the Conditional Use Permit submittal requirements. A complete Conditional Use Permit Application must be received at least seventeen (17) days prior to the Planning and Zoning Commission meeting. Refer to the submittal schedule below.
- ❖ If the application does not conform to the submittal requirements, the application will be deemed as incomplete, the applicant will be notified, and the application will be returned.
- ❖ Agency Review –the Planning Department may refer material to appropriate agencies for review and comment. Comments will be due from the Utility Review Committee members at least seven (7) days after forwarding the Conditional Use Permit Application to the agencies.
- ❖ Based on the complexity of the project, a Utility Review Committee meeting may be scheduled to provide the applicant the opportunity to discuss the project with the Utility Review Committee. Utility Review Meetings are generally held on Tuesday afternoons and are scheduled in the order in which applications are submitted. Meeting notice only will be sent to the parties listed on the application, so be sure to provide all email address of whom you would like to be invited to the meeting. It is required that the petitioner or an assigned representative attend the Utility Review Meeting.
- ❖ At least seven (7) days prior to the Planning and Zoning Commission at which the Conditional Use Permit is to be considered, the Planning Department shall notify the property owners of land within 200 feet of the boundaries of the proposed Conditional Use Permit of the time and date of the meeting.
- ❖ The Planning and Zoning Commission shall review the Conditional Use Permit request at a public meeting. The Commission shall consider oral or written statements from the applicant, the public, City staff, and the Commission. The following shall be considered by the Commission:
 - Compliance with any conditions specified within the Zoning Ordinance regarding the particular Conditional Use;
 - Effect of the proposed use upon the health, safety, and general welfare of occupants of surrounding lands;
 - Existing and anticipated traffic conditions, including parking facilities on adjacent streets and land; and,
 - The effect of the proposed use on the Comprehensive plan.
- ❖ The Commission may grant the application by motion, imposing such conditions and safeguards as it deems necessary, or it may deny the application.
- ❖ Conditional Use Permit applications may be denied by motion of the Commission. The denial shall constitute a finding that the applicant has not shown that the conditions required for approval do exist.
- ❖ The applicant shall be notified in writing of the action taken by the Commission. If the applicant is granted, any conditions, automatic terminations date, or period of review shall be stated on the Conditional Use Permit.
- ❖ No application for a Conditional Use Permit which has been denied wholly or in part shall be resubmitted for a period of six (6) months from the date of said order of denial, except on grounds of new evidence or proof of change of conditions found to be valid by the Commission.
- ❖ **Conditional Use Permit approval does not constitute approval of any additional required applications for the development (including Floodplain Development Permit, Site Plan approval for new construction, Variances, etc.)**
- ❖ **Conditional Use Permit approval does not constitute Building Permit approval. Contact the Rock Springs Building Department at (307) 352-1540 for submittal requirements.**
- ❖ **If applying for an Occupational Tax Application (Business License), Site Plan Approval does not constitute Business License Approval.**

P&Z COMMISSION REVIEW - CONDITIONAL USE PERMIT SUBMITTAL DEADLINES:

NOTE: Applications that are not received by 5:00 p.m. on the Application Deadline will be postponed until the following month's meeting. If a deadline falls near a City holiday, please contact the Planning Department to verify the days City Hall will be closed to ensure that your application is submitted on time.

BE ADVISED: THE APPLICANT (OR ASSIGNED REPRESENTATIVE) MUST ATTEND ALL SCHEDULED MEETINGS.

	January Meeting	February Meeting	March Meeting	April Meeting	May Meeting	June Meeting	July Meeting	August Meeting	September Meeting	October Meeting	November Meeting	December Meeting
Submittal Deadline	12/28/2021	1/24/2022	2/21/2022	3/28/2022	4/25/2022	5/23/2022	6/27/2022	7/25/2022	8/29/2022	9/26/2022	10/24/2022	11/28/2022
Review of Completeness	Within three (3) working days after the submittal, the planning Department shall review the application for conformance with the Conditional Use Permit submittal requirements. If the application does not conform to the submittal requirements, the application will be deemed as incomplete, the applicant will be notified, and the application will be returned.											
Utility Review Comments and/or Meeting *	Utility Review Meetings are held <u>at least 7</u> days after application submittal. Utility Review Meetings are generally held on Tuesday afternoons and are scheduled in the order in which applications are submitted. A memo will <u>only</u> be sent to the parties listed on the application so be sure to provide all addresses of whom you would like to be invited to the meeting. It is required that the petitioner or an assigned representative attend the meeting. SEE NOTE BELOW.											
Adjacent Owner Notice	Property Owner Notices are prepared by the City of Rock Springs and are mailed to property owners within 200' of the effected property a minimum of seven (7) days prior to the Planning and Zoning Commission Public Hearing.											
P&Z Public Meeting	1/12/2022	2/9/2022	3/9/2022	4/13/2022	5/11/2022	6/8/2022	7/13/2022	8/10/2022	9/14/2022	10/12/2022	11/9/2022	12/14/2022

IMPORTANT NOTES:

* Utility review meetings are scheduled in the order in which applications are submitted to the City. In the event that a utility review meeting cannot be scheduled prior to the Planning and Zoning Commission Meeting due to the number of applications that are received ahead of your application, your application will have to be postponed until the following month's Planning and Zoning Commission meeting. Therefore, it is in your best interest to submit your application prior to the application deadline listed on the above table.



CITY OF ROCK SPRINGS SITE PLAN APPLICATION

Planning & Zoning
Division
212 D Street Rock
Springs WY 82901
307.352.1540 (phone)

Laura Leigh, City Planner
Email: laura_leigh@rswy.net

STAFF USE ONLY:

Date Received:

8-25-22

Project Number:

P2-22-00343

A. **PROPERTY ADDRESS:** 3029 Killpecker Drive

(IF THE PROPERTY DOES NOT HAVE AN EXISTING ASSIGNED ADDRESS, LEGAL DOCUMENTATION OF THE LOCATION MUST BE SUBMITTED – i.e. Property Tax ID Number, Legal Description, etc.)

B. CONTACT INFORMATION:

NOTE: The City of Rock Springs will only send correspondence to the names and mailing addresses provided on this application. Attach a separate sheet if necessary.

Primary Contact Person (Applicant):

Kelly Mann

Name

307-922-1423

Phone Number

Kelly@steedmetals.com

Email Address

3029 Killpecker Drive

Mailing Address

Rock Springs

City

WY

State

82901

Zip

Property Owner Information:

Steed Metals

Name

307-922-1423

Phone Number

Kelly@steedmetals.com

Email Address

3029 Killpecker Drive

Mailing Address

Rock Springs

City

WY

State

82901

Zip

Engineer Information:

Daniel Kennedy

Engineer's Name

dkennedy@jfc-wyo.com

Email

JFC Engineers & Surveyors

Company Name

307-362-7519

Phone Number

307-362-7569

Fax Number

1682 Sunset Drive

Mailing Address

Rock Springs

City

WY

State

82902

Zip

Surveyor Information:

Kent Felderman

Surveyor's Name

kfelderman@jfc-wyo.com

Email

JFC Engineers & Surveyors

Company Name

307-362-7519

Phone Number

307-362-7569

Fax Number

1682 Sunset Drive

Mailing Address

Rock Springs

City

WY

State

82902

Zip

C. PLEASE ANSWER THE FOLLOWING (Attach a separate sheet if necessary):

1. Describe the project and the planned use of the property and structure(s). Include the square footage of each use.
The project consists of lots 1, 2, 3, 21 and 22 within the Yellowstone Road Industrial Park. An existing building on Lots 21 and 22 will be the office location as well as a work area for repairing/refurbishing equipment. Lots 1, 2, and 3 will remain vacant, and will be used for bulk material storage and sorting.
2. What was the previous use(s) of the property and the structure(s) located on the property?
Lots 1,2, and 3 were Vacant/ Undeveloped. Lots 21 and 22 were a trucking business for drilling fluids storage and shipping.
3. What new structure(s) do you propose to build? Include construction type, foundation type and dimensions for each structure.
None planned at this time.

D. MINOR OR MAJOR SITE PLAN DETERMINATION:

1. Mark all that apply to the proposed project:
 - ☐ Fifty (50) or more dwelling units in a multiple family structure or structures
 - ☐ Twenty Thousand (20,000) or more square feet of retail or service commercial or industrial floor space
 - ☐ Twenty Thousand (20,000) or more square feet of office floor space
 - ☒ Fifty Thousand (50,000) or more square feet of exterior storage of materials or goods
 - ☐ Parking for more than one hundred fifty (150) motor vehicles
 - ☐ More than one (1) retail, service, office or industrial building under common ownership.
 - ☐ New manufactured home park or expansion to an existing manufactured home park.
2. If you did not mark any of the above items, your development is classified as a Minor Site Plan. Refer to the Minor Site Plan submittal requirements found in Section E of this application.
3. If any of the above were marked, your development is classified as a Major Site Plan. Refer to the Major Site Plan submittal requirements found in Section E of this application.

E. INSTRUCTIONS FOR FILING / SUBMITTAL CHECKLIST

This checklist must be completed and submitted as part of the Site Plan Application.

- ☐ **Minor Site Plan:** If the development is classified as a Minor Site, the following shall be submitted:
 - ☐ Minor Site Plan Filing Fee - \$40.00
 - ☐ A detailed site plan of the proposed project, drawn to scale of not less than one (1) inch to one hundred (100) feet. If the full-size scaled drawing is on a size larger than 11" x 17", five (5) full size printed copies (to scale) must be submitted along with one reduced copy no larger than 11" x 17". Refer to the Site Plan Checklist provided with this application.
 - ☐ Note: after the Utility Review Meeting, revised drawings and/or additional full size copies may be required to be submitted.
 - ☐ Building Elevations / Architectural Drawings (drawn to scale)
 - ☐ Any other information necessary to assist in the review of your development proposal.
 - ☐ In addition to the hard copies listed above, a PDF file (scanned at full-size) of the Site Plan drawing and all supporting documentation shall be submitted electronically to city_planner@rswy.net or to laura_leigh@rswy.net.

Major Site Plan: If the development is classified as a Major Site Plan, the following shall be submitted:

- ☐ Major Site Plan Filing Fee - \$100.00
- ☐ A detailed site plan of the proposed project, drawn to a scale of not less than one (1) inch to one hundred (100) feet. If the full-size scaled drawing is on a size larger than 11" x 17", ten (10) full size printed copies (to scale) must be submitted along with one reduced copy no larger than 11" x 17". Refer to the Site Plan Checklist provided with this application.
- ☐ Note: after the Utility Review Meeting, revised drawings and/or additional full size copies may be required to be submitted prior to the scheduled Planning and Zoning Commission Meeting.
- ☐ Building Elevations / Architectural Drawings (drawn to scale)
- ☐ Any other information necessary to assist in the review of your development proposal.
- ☐ In addition to the hard copies listed above, a PDF file (scanned at full-size) of the Site Plan drawing and all supporting documentation shall be submitted electronically to city_planner@rswy.net or to laura_leigh@rswy.net.

F. SIGNATURE(S) REQUIRED:

Applicant Certification:

I, the applicant, hereby certify the following:

- I have read, reviewed and understand the attached Site Plan Review Procedures and Site Plan Checklist.
- I understand that incomplete applications will not be processed and will result in delays.
- The information provided with this application, and attached information, is true and correct, and false or inaccurate information used by an applicant to secure compliance with the Zoning Ordinance shall be reason to deny or revoke any application or permit.
- I understand that it is the responsibility of the applicant and/or property owner to secure any and all required Local, Federal and State Permits (i.e. Building Permits, DEQ permits, County Permits, etc.) and I agree to contact those agencies accordingly.

Applicant's Signature: _____

Kelly M

Date: _____

8-23-22

Property Owner Consent:

By signature hereon, I certify that I am the owner of the property that is the subject of this application and that I have read this application and consent to its filing.

Owner's Signature: _____

J. B.

Date: _____

8-23-22

SITE PLAN CHECKLIST

Section 13-904B. of the Rock Springs Zoning Ordinance lists the following as Site Plan items. Failure to show the items necessary for review may result in required site plan revisions and project delays. By submission of the Site Plan Application, the applicant certifies that the information provided is true and correct. Therefore, it is strongly advisable to contact a Wyoming Licensed Engineer or Surveyor to prepare the Site Plan.

- ☒ Name of project/development
- ☒ Project address
- ☒ Location map, including area within one-half (1/2) mile of the project site
- ☒ Names and mailing addresses of developer / owner and engineer / architect
- ☒ Date of plan preparation. Each revision after the original submittal shall also include a revision date.
- ☒ North point indicator
- ☒ Scale of not less than one inch (1) inch to one hundred (100) feet
- ☒ Boundary line of property with all dimensions
- ☒ Location, identification and dimensions of existing and proposed:
 - ☒ Buildings and structures, including setbacks from property lines for all structures
 - ☒ Gross square footage of existing and proposed structures, including number of floors
 - ☒ Utilities and utility rights-of-way/easements, including, but not limited to: electric, natural gas, telephone/cable, water, sewer (sanitary and storm)
 - ☒ Adjacent and on-site streets and street rights-of-way
 - ☒ Parking facilities (including handicap parking) – including dimension of parking stalls, drive aisle widths, etc.
 - ☒ Traffic flow on-site and off-site
 - ☒ Other site improvements including, but not limited to:
 - Fences and retaining walls;
 - Exterior signs (a separate sign permit will be required for new signs);
 - Exterior lighting;
 - Trash Enclosures – must be in an accessory building or in closed containers within a totally screened area;
 - Outdoor storage and display areas;
 - Paved and unpaved surfaces;
 - Sidewalks, walkways, driveways, bikeways;
 - Loading docks
 - ☒ Other easements including but not limited to: access, drainage, pedestrian, etc.
 - ☒ Topographic contours at a minimum interval of two (2) feet, to a distance of one hundred (100) feet outside the property line
 - ☒ Surface water holding ponds and drainage ditches
 - ☒ Surface water drainage arrows
 - ☒ Natural features, including but not limited to: water bodies, location of tree cover (including the designation of trees fifteen (15) inches in diameter or more), significant rock outcroppings, etc.
- ☒ Landscaping Plan (except for industrial zoned property) – including botanical and common names of vegetation to be used, size of planting at time of planting and at maturity, area to be irrigated
- ☒ Site statistics including but not limited to: number of employee and non-employee parking spaces existing and proposed and total square footage of each, site square footage, percent of site coverage, dwelling unit density, percent park or open space, etc.
- ☐ Development Phasing Plan – if applicable
 - ☐ The Site Plan submittal shall clearly delineate phase lines.
 - ☐ A proposed timeline for development of phases shall be included on the face of the Site Plan
 - ☐ Phasing shall not be used to avoid installation of improvements. All required improvements, including fencings, screening, landscaping, parking (paved or unpaved), drive aisles, etc. shall be installed in order to support each phase of development.
 - ☐ All “future” phases of a development shall be maintained in a natural condition or shall be hydro-seeded or otherwise treated to control dust and debris.
- ☐ Cross-sections of property as required by the City Planner or City Engineer
- ☐ Floodplain Development Permit Application if property is located within a designated floodplain.

SITE PLAN REVIEW PROCEDURES

MINOR SITE PLAN REVIEW:

- ❖ Within three (3) working days of submittal, the Planning Department shall review the application for completeness with the Minor Site Plan submittal requirements. If the application does not conform to the submittal requirements, the application will be deemed as incomplete, the applicant will be notified and the application will be returned.
- ❖ Once a completed application is received, approximately 6-10 days after submittal, a Utility Review Committee meeting will be held to discuss your application. It is required that the applicant or a representative attend this meeting. Notice will be sent stating the time, date and location of the meeting. Notices will be sent only to those listed on this application.
- ❖ Agency Review – After it is determined that a complete Minor Site Plan submittal is made, the Planning Department shall refer material to appropriate agencies for review and comment. Comments will be due from the Utility Review Committee members at least seven (7) days after forwarding the Minor Site Plan to the agencies.
- ❖ Based on the complexity of the project, a Utility Review Committee meeting may be scheduled to discuss the project with the Utility Review Committee. Utility Review Meetings are generally held on Tuesday afternoons and are scheduled in the order in which applications are submitted. Meeting notice only will be sent to the parties listed on the application, so be sure to provide all email address of whom you would like to be invited to the meeting. It is required that the petitioner or an assigned representative attend the Utility Review Meeting.
- ❖ The Applicant must make any necessary site plan revisions that provided on the Utility Review Committee's Comment Form and/or are discussed during the Utility Review meeting.
- ❖ After a revised site plan is submitted showing all required site plan revisions, and any additional application approvals are received, planning approval of the Site Plan may be granted or conditionally granted.
- ❖ If unusual or significantly difficult conditions exist which affect the Site Plan, the Zoning Administrator may determine and require that a Minor Site Plan be classified as a Major Site Plan. Such Site Plan shall then be subject to Major Site Plan Application review procedures listed below.
- ❖ If the proposed project requires approval of an additional application (i.e. Floodplain Development Permit, Variance, Conditional Use Permit, etc.) the site plan will not be approved until the other application is granted.
- ❖ The Applicant will be notified via letter (email) of the Site Plan approval. The Site Plan Approval Letter will include the stamped "approved" site plan and all of the comment forms submitted by Utility Review Committee. It is the responsibility of the applicant to contact the commenting Utility Review Committee Member to address any and all conditions placed upon the development during the Site Plan review.
- ❖ Once site plan approval has been granted, the applicant may proceed with obtaining necessary building permits or other permits/approvals from City Departments or outside agencies.
- ❖ When a Minor Site Plan application is denied by staff, an appeal may be taken to the Planning and Zoning Commission in the manner required for a Major Site Plan Application.
- ❖ Site Plan approval does not constitute Building Permit approval. Contact the Rock Springs Building Department at (307) 352-1540 for submittal requirements.
- ❖ If applying for an Occupational Tax Application (Business License), Site Plan Approval does not constitute Business License Approval.

MAJOR SITE PLAN REVIEW:

- ❖ Within three (3) working days of submittal, the Planning Department shall review the application for completeness with the Major Site Plan submittal requirements. A complete Major Site Plan Application must be received at least seventeen (17) days prior to the Planning and Zoning Commission meeting. Refer to the submittal schedule below.
- ❖ If the application does not conform to the submittal requirements, the application will be deemed as incomplete, the applicant will be notified, and the application will be returned.
- ❖ Agency Review – After it is determined that a complete Major Site Plan submittal is made, the Planning Department shall refer material to appropriate agencies for review and comment. Comments will be due from the Utility Review Committee members at least seven (7) days after forwarding the Major Site Plan to the agencies.
- ❖ Based on the complexity of the project, a Utility Review Committee meeting may be scheduled to discuss the project with the Utility Review Committee. Utility Review Meetings are generally held on Tuesday afternoons and are scheduled in the order in which applications are submitted. Meeting notice only will be sent to the parties listed on the application, so be sure to provide all email address of whom you would like to be invited to the meeting. It is required that the petitioner or an assigned representative attend the Utility Review Meeting.
- ❖ At least seven (7) days prior to the Planning and Zoning Commission at which the Major Site Plan is to be considered, the Planning Department shall notify the property owners of land within 200 feet of the boundaries of the proposed Major Site Plan of the time and date of the meeting.
- ❖ The Planning and Zoning Commission shall review the Major Site Plan at a public meeting. In reviewing the Major Site Plan, the Commission shall consider oral or written statements from the applicant, the public, City staff, and the Commission. The following shall be considered by the Commission:
 - Relation of the plan elements to conditions both on and off the property;
 - Conformance to the City's Zoning Ordinance;
 - The impact of the plan on the existing and anticipated traffic and parking conditions;
 - The adequacy of the plan with respect to land use;
 - Pedestrian and vehicular ingress and egress;
 - Building location and height;
 - Site drainage;
 - Open space;
 - Loading and unloading areas;
 - Grading;
 - Signage;
 - Screening;
 - Setbacks;
 - Other related matters.
- ❖ The Commission may approve, deny, table or grant approval with conditions and safeguards as they deem necessary. Major Site Plan applications may not be tabled for more than two (2) regular meetings of the Commission.
- ❖ Major Site Plan applications may be denied by motion of the Commission when such motion or consent shall constitute a finding and determination by the Commission or staff that the conditions required for approval do not exist.

MAJOR SITE PLAN SUBMITTAL DEADLINES:

NOTE: Applications that are not received by **5:00 p.m.** on the Application Deadline will be postponed until the following month's meeting. If a deadline falls near a City holiday, please contact the Planning Department to verify the days City Hall will be closed to ensure that your application is submitted on time.

	January Meeting	February Meeting	March Meeting	April Meeting	May Meeting	June Meeting	July Meeting	August Meeting	September Meeting	October Meeting	November Meeting	December Meeting
Submittal Deadline	12/28/2020	1/25/2021	2/22/2021	3/29/2021	4/26/2021	5/24/2021	6/28/2021	7/26/2021	8/23/2021	9/27/2021	10/25/2021	11/22/2021
Review of Completeness	Within three (3) working days after the submittal, the planning Department shall review the application for conformance with the Major Site Plan submittal requirements. If the application does not conform to the submittal requirements, the application will be deemed as incomplete, the applicant will be notified, and the application will be returned.											
Utility Review Comments and/or Meeting *	Utility Review Meetings are held <u>at least</u> 7 days after application submittal. Utility Review Meetings are generally held on Tuesday afternoons and are scheduled in the order in which applications are submitted. A memo will <u>only</u> be sent to the parties listed on the application so be sure to provide all addresses of whom you would like to be invited to the meeting. It is required that the petitioner or an assigned representative attend the meeting. SEE NOTE BELOW.											
Adjacent Owner Notice	Property Owner Notices are prepared by the City of Rock Springs and are mailed to property owners within 200' of the effected property a minimum of seven (7) days prior to the Planning and Zoning Commission Public Hearing.											
P&Z Public Meeting	1/13/2021	2/10/2021	3/10/2021	4/14/2021	5/12/2021	6/9/2021	7/14/2021	8/11/2021	9/8/2021	10/13/2021	11/10/2021	12/8/2021

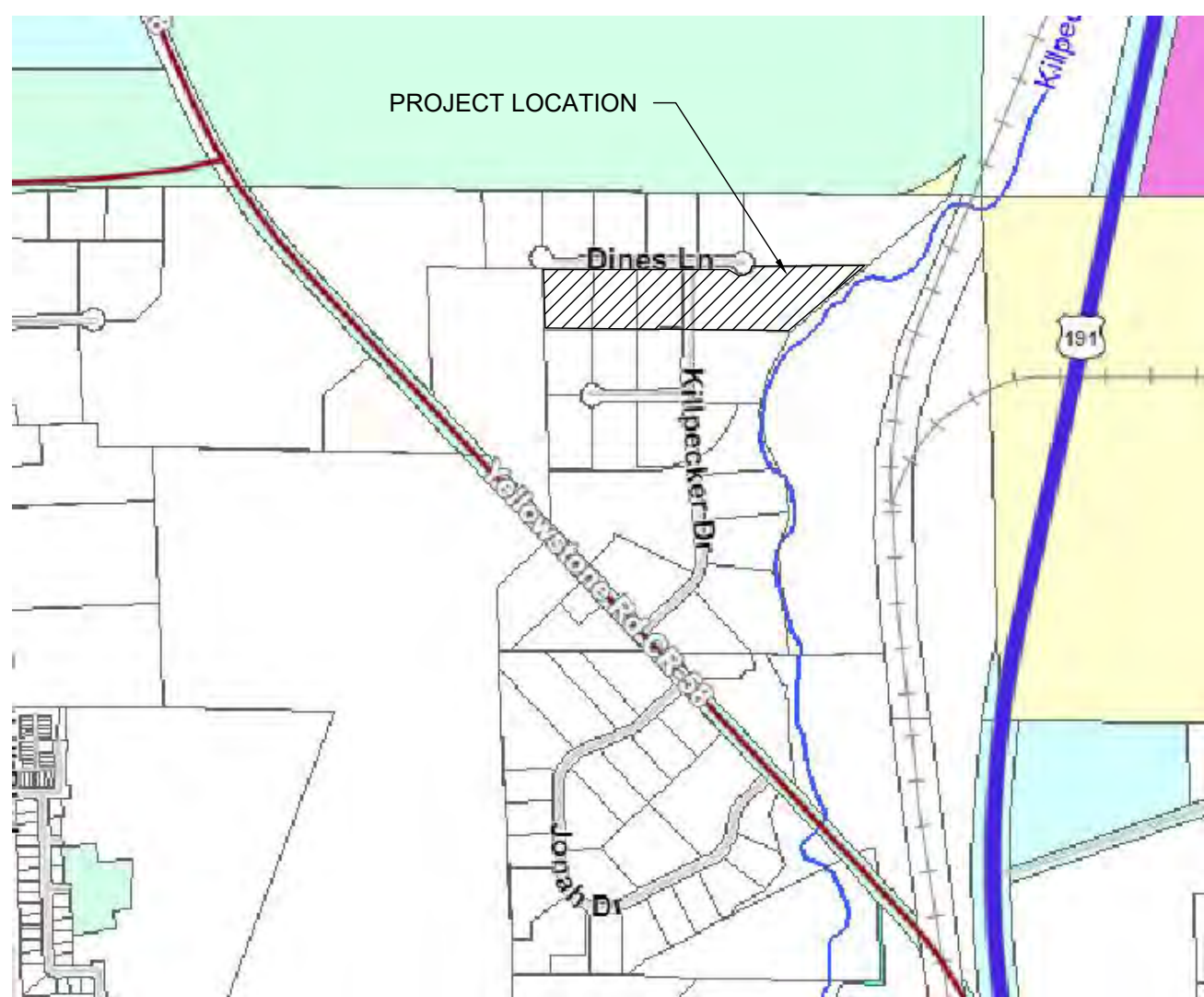
IMPORTANT NOTES:

* Utility review meetings are scheduled in the order in which applications are submitted to the City. In the event that a utility review meeting cannot be scheduled prior to the Planning and Zoning Commission Meeting due to the number of applications that are received ahead of your application, your application will have to be postponed until the following month's Planning and Zoning Commission meeting. Therefore, it is in your best interest to submit your application prior to the application deadline listed on the above table.

Exhibit B

Site plan and site photos

8/25/2022 1:03:35 AM
J:\Data\11013-22E\DWG\SitePlan.dwg
J:\Data\11013-22E\DWG\SitePlan.dwg



VICINITY MAP

NTS

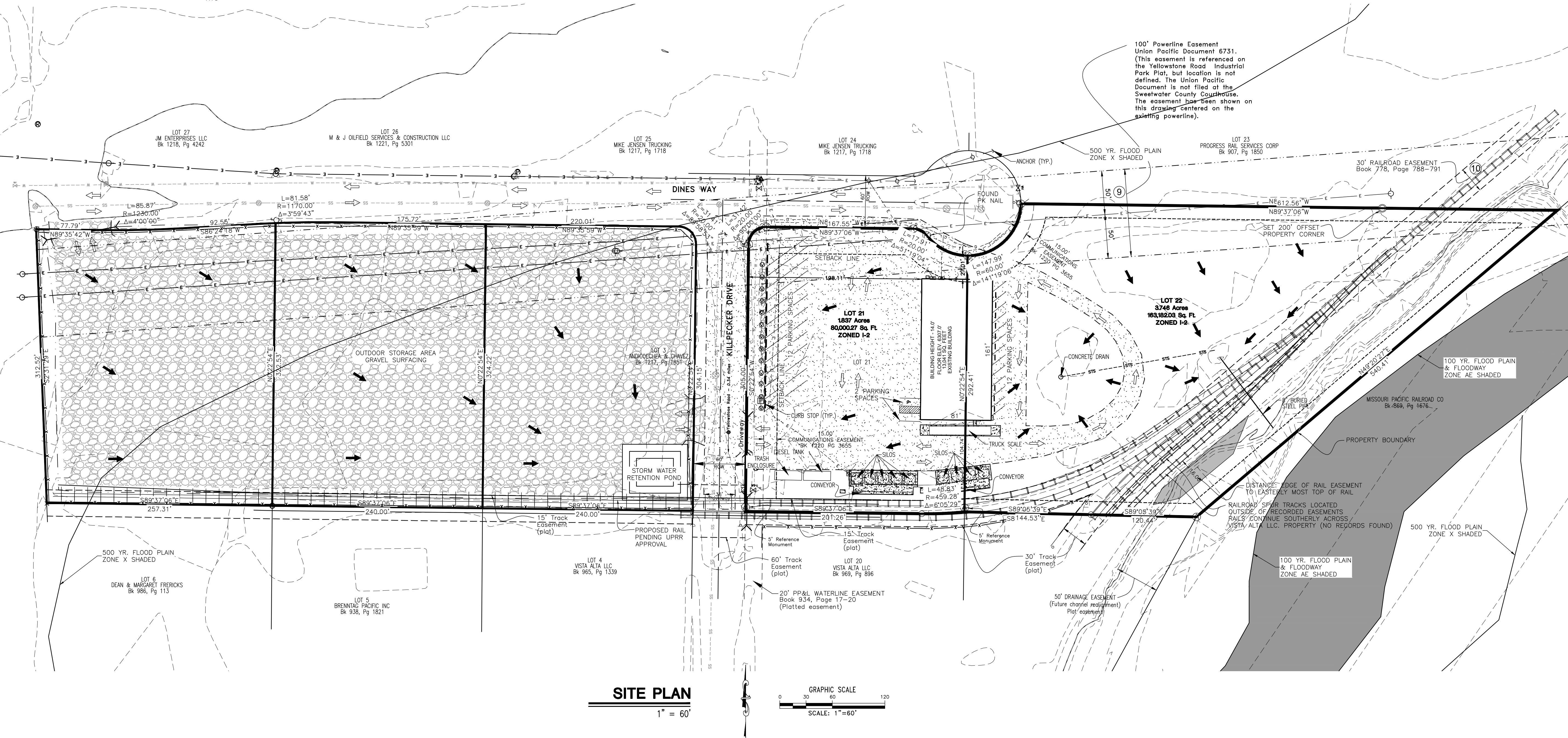
LEGEND	
---	EXISTING GRADE CONTOUR
---	EXISTING WATER MAIN
---	EXISTING SEWER MAIN
---	EXISTING OVERHEAD POWER
---	EXISTING UNDERGROUND GAS
---	EXISTING UNDERGROUND FIBER OPTIC
---	EXISTING SANITARY SEWER MANHOLE
---	EXISTING POWER POLE
---	REBAR/ALUMINUM CAP
---	PK NAIL
---	SPEED LIMIT SIGN
---	STOP SIGN
---	PROPOSED FIRE HYDRANT
---	POWER POLE
---	DRAINAGE FLOW DIRECTION
---	TRAFFIC FLOW DIRECTION
---	PROPOSED GRAVEL

I-2 SETBACKS	FEET
FRONT	35
INTERIOR SIDE AND REAR	15
CORNER SIDE	30
RESIDENTIAL ZONE BOUNDARY	75

PARKING	FEET
REQUIRED	25
PROVIDED	26
TRACTOR TRAILER	12
HANDICAP	1

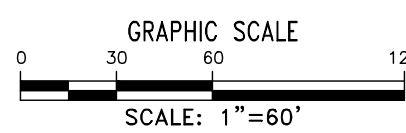
ALL PARKING IS 9X20
TRACTOR TRAILER PARKING IS 11X60

OWNER
STEED RENTALS LLC
PO BOX 6019
HELENA, MT 59604-6019



SITE PLAN

1" = 60'



JFC ENGINEERS SURVEYORS
PO BOX 2026
ROCK SPRINGS, WY 82902
PHONE (307) 362-7519
FAX (307) 362-7569
http://www.jfc-wyo.com

PROJECT TITLE:
SITE PLAN
3029 KILLPECKER DRIVE
STEED METALS
ROCK SPRINGS, WYOMING

DRAWING TITLE:
SITE PLAN

DRAWN BY:
DRK
CHECKED BY:
RJH
SCALE:
AS NOTED
DATE:
8/25/22
PROJECT NO:
11013-22E
SHEET NO:
1



Looking SE at intersection of Dines and Killpecker.

Access onto Lot 3 off Killpecker Drive.



Looking east and west along the southerly boundary of Lots 1, 2, & 3.



Looking SW at intersection of Dines and Killpecker.

Exhibit C

Utility Review Comments



Department of Public Services/Planning

212 'D' Street, Rock Springs, WY 82901

Tel: 307-352-1540

Cathy Greene, City Planner

UTILITY REVIEW - COMMENT SHEET

To:	Utility Review Committee
From:	Cathy Greene
Date:	August 31, 2022
Project #:	PZ-22-00343
Project Name:	Steed Metals Major Site Plan / Conditional Use Permit
Address/Location:	3029 Killpecker Drive
Description:	Yard and business (across street from each other) for Scrap metal or used materials processing, handling, and storage facilities.



There will be no meeting for this item, therefore, please provide detailed comments below. Please submit your Comment Sheet by 5:00 p.m. on Tuesday, September 6, 2022. Thank you!

I Cathy Greene (name) have reviewed the plans on behalf of Planning + Zoning (Dept./Organization) for the above-referenced project.

Email: cathy-greene@rswy.net Phone #: 307 352 1540

Please check as applicable:

- ☐ No issues - plans approved as submitted.
☒ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

See attached

☐ Other Comments/Issues (attach separate sheet if necessary):

☐ Please provide me with a copy of the Revised Plans for review.

Cathy Greene
Signature of Reviewer

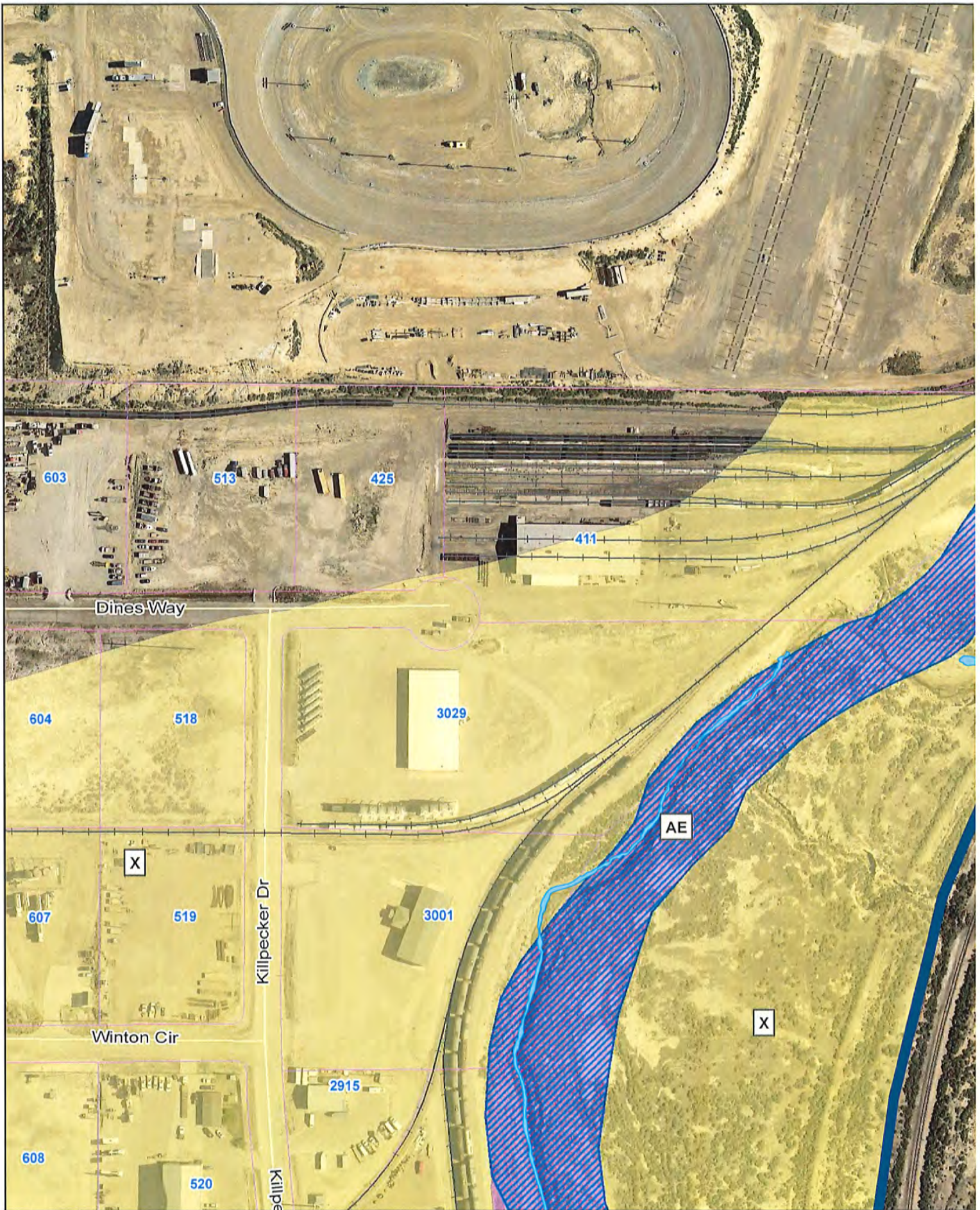
9-6-22
Date

Proposed Development: Major Site Plan & Conditional Use Permit (CUP) for Steed Metals
Address: 3029 Killpecker Drive
Utility Review Meeting Date: September 6, 2022 (comments only)

CUP – will be a P&Z item for the use: Scrap metal or used materials processing, handling, and storage facilities.
CUP – will be Administrative for gravel surface in the industrial zone
Major Site Plan goes to P&Z for review.

1. Add a general notes to the plan:
 - a. Reference the recorded plat (since we are referencing easements shown are from the plat).
 - b. If this statement is correct, please add (or something similar): Everything shown on lots 21 & 22 is existing and is only included as a change of use and a portion of the overall project, with the exception of (...if anything new.....).
 - c. Add a note that NO Structures are permitted on Lots 1, 2, or 3 without additional application, review and approval by the City.
 - d. Add a list of all Federal, State, Railroad and City permits required and their status.
2. Add a curve data table to help clean up plan, if needed add a 2nd page for Topo and utilities.
3. Under the listed owner in the top right corner, provide deed references for ownership.
4. In the title block change it to (or add elsewhere) Major Site Plan and Conditional Use Permit.
5. Confirm location of the AE & Floodway Zone as the City's GIS is showing it encroaching onto Lot 22.
6. Submit a dust control and maintenance plan for the requested gravel surfacing, at a minimum unpaved area shall be covered with a minimum of six (6) inches of road base and two (2) inches of one to two inch (1" to 2") diameter washed rock.
7. What is the small gray shaded area on the south side of Lot 22?
8. Fix bearings on the north property lines of Lots 21 & 22.
9. Random number 9 & 10 in circles (assume from recorded plat), either appropriately label or delete.
10. Where is the "proposed hydrant"?
11. Add to legend: existing paved surface
Fence (both proposed & existing and type & height)
12. Label and clean up what I assume are topo lines.
13. Label width of all 2-way accesses.
14. Show gates and provide type/width on north side onto Dines Way and on East side of Lot 3 onto Killpecker Drive.

15. Access aprons are required to be paved from the edge of pavement to the property boundary, however do to the current condition of Dines Way we will accept an apron of minimum of six (6) inches of road base and two (2) inches of one to two inch (1" to 2") diameter washed rock.
16. Label 100' wide power line easement somewhere over Lot 1, 2, or 3 and add a note that no storage is permitted within the easement (per RMP).
17. Remove ownership of Lot 3.
18. Label Lots 1, 2, & 3 adding area to each and ownership (unless provided in a general note shown above).
19. Relabel "outdoor storage area" to "Conditional Use Permits for Proposed Gravel Scrap Metal or Used Materials Processing, handling, and storage facility.
20. Show the corner vision triangles at the intersections of Killpecker and Dines, and adjust fencing accordingly.
21. Clarify location of the trash enclosure, size, material, existing?
22. Extend the northerly Dines Way Right of Way line down to the west end of the proposed project.



City of Rock Springs
Planning Office
Printed: 9/6/2022

0 100 200 300 Feet



NOTICE:
This map is intended for illustrative purposes only.
Users are advised to verify the information shown herein
by consulting the Rock Springs Planning & Zoning Office.
Report packet page 119



Department of Public Services/Planning

212 'D' Street, Rock Springs, WY 82901

Tel: 307-352-1540

Cathy Greene, City Planner

UTILITY REVIEW - COMMENT SHEET

To:	Utility Review Committee
From:	Cathy Greene
Date:	August 31, 2022
Project #:	PZ-22-00343
Project Name:	Steed Metals Major Site Plan / Conditional Use Permit
Address/Location:	3029 Killpecker Drive
Description:	Yard and business (across street from each other) for Scrap metal or used materials processing, handling, and storage facilities.

NO MEETING
COMMENTS
ONLY

There will be no meeting for this item, therefore, please provide detailed comments below. Please submit your Comment Sheet by 5:00 p.m. on Tuesday, September 6, 2022. Thank you!

I Clint Zambai (name) have reviewed the plans on behalf of RS Water Dept.
(Dept./Organization) for the above-referenced project.

Email: clint_zambai@rswy.net Phone #: 307-352-1405

Please check as applicable:

- ☐ No issues - plans approved as submitted.
☐ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

☐ Other Comments/Issues (attach separate sheet if necessary):

A reduced pressure backflow preventer must be installed after the meter in the existing building.

☐ Please provide me with a copy of the Revised Plans for review.

Signature of Reviewer

9/6/2022

Date



Department of Public Services/Planning

212 'D' Street, Rock Springs, WY 82901

Tel: 307-352-1540

Cathy Greene, City Planner

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NO MEETING
COMMENTS
ONLY

There will be no meeting for this item, therefore, please provide detailed comments below. Please submit your Comment Sheet by 5:00 p.m. on Tuesday, September 6, 2022. Thank you!

I Meghan Jackson (name) have reviewed the plans on behalf of Engineering Dept.
(Dept./Organization) for the above-referenced project.

Email: meghan_jackson@rswy.net Phone #: 307-352-1540

Please check as applicable:

☐ No issues - plans approved as submitted.


☒ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

1. Indicate all proposed and existing drainage infrastructure and accesses. Not enough information has been provided to determine requirements.

☒ Other Comments/Issues (attach separate sheet if necessary):

1. All pervious comment apply.

☒ Please provide me with a copy of the Revised Plans for review.


Signature of Reviewer

9/6/2022
Date



UTILITY REVIEW - COMMENT SHEET

To:	Utility Review Committee
From:	Cathy Greene
Date:	August 31, 2022
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**NO MEETING
COMMENTS
ONLY**

There will be no meeting for this item, therefore, please provide detailed comments below. Please submit your Comment Sheet by 5:00 p.m. on Tuesday, September 6, 2022. Thank you!

I Stephen Bacon (name) have reviewed the plans on behalf of Colorado Interstate Gas Co. (Dept./Organization) for the above-referenced project.

Email: steve_bacon@kindermorgan.com Phone #: 719-659-5936

Please check as applicable:

- ☒ No issues - plans approved as submitted.
☐ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

☐ Other Comments/Issues (attach separate sheet if necessary):

☐ Please provide me with a copy of the Revised Plans for review.

Stephen D. Bacon, 32253

Signature of Reviewer

Digitally signed by Stephen D. Bacon, 32253
DN: cn=Stephen D. Bacon, 32253, o=Rock Springs, ou=Rock Springs, email=steve_bacon@kindermorgan.com, c=US
Date: 2022.08.31 16:32:23 -0600

8/31/2022

Date



Department of Public Services/Planning

212 'D' Street, Rock Springs, WY 82901

Tel: 307-352-1540

Cathy Greene, City Planner

UTILITY REVIEW - COMMENT SHEET

To:	Utility Review Committee
From:	Cathy Greene
Date:	August 31, 2022
Project #:	PZ-22-00343
Project Name:	Steed Metals Major Site Plan / Conditional Use Permit
Address/Location:	3029 Killpecker Drive
Description:	Yard and business (across street from each other) for Scrap metal or used materials processing, handling, and storage facilities.



There will be no meeting for this item, therefore, please provide detailed comments below. Please submit your Comment Sheet by 5:00 p.m. on Tuesday, September 6, 2022. Thank you!

I Justin Stewart (name) have reviewed the plans on behalf of WRF
(Dept./Organization) for the above-referenced project.

Email: justin_stewart@rswy.net Phone #: 307-352-1466

Please check as applicable:

- ☒ No issues - plans approved as submitted.
☐ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

☐ Other Comments/Issues (attach separate sheet if necessary):

Washing trucks and equipment prior to repairing/refurbishing will require the installation of pretreatment devices, i.e. sump & sand/oil separator

☐ Please provide me with a copy of the Revised Plans for review.

Justin Stewart

Digitally signed by Justin Stewart
Date: 2022.09.06 13:21:58 -06'00'

Signature of Reviewer

9/06/2022

Date

**Department of Public Services/Planning**

212 'D' Street, Rock Springs, WY 82901

Tel: 307-352-1540

Cathy Greene, City Planner

UTILITY REVIEW - COMMENT SHEET

To:	Utility Review Committee
From:	Cathy Greene
Date:	August 31, 2022
Project #:	PZ-22-00343
Project Name:	Steed Metals Major Site Plan / Conditional Use Permit
Address/Location:	3029 Killpecker Drive
Description:	Yard and business (across street from each other) for Scrap metal or used materials processing, handling, and storage facilities.

**NO MEETING
COMMENTS
ONLY**

There will be no meeting for this item, therefore, please provide detailed comments below. Please submit your Comment Sheet by 5:00 p.m. on Tuesday, September 6, 2022. Thank you!

I Nathan Reese (name) have reviewed the plans on behalf of Rock Springs Fire Department (Dept./Organization) for the above-referenced project.

Email: nathan_reese@rswy.net Phone #: 307-352-1484

Please check as applicable:

- ☒ No issues - plans approved as submitted.
☐ Revisions required to the Site Plan/Plat/Drawing (attach separate sheet if necessary):

☐ Other Comments/Issues (attach separate sheet if necessary):

☐ Please provide me with a copy of the Revised Plans for review.

Signature of Reviewer

9/6/2022

Date



BRS, Inc.

1130 Major Ave.

Riverton, WY 82501

E-Mail: brs@brsengineering.com

307-857-3079 Fax: 307-857-3080

**City of Rock Springs, Wyoming
Utility Review
Wyoming Abandoned Mine Lands**

To: Utility Review Committee

From: Ryan Reed, BRS Inc., P.E.

Date: 9/6/2022

Project #: PZ-22-00343

Project Address: 3029 Killpecker Drive

I, Ryan Reed, have reviewed the Project location(s) in relation to potential for abandoned mine subsidence and determined:

- ☐ Property is undermined by abandoned mine workings at an approximate depth of _____
- ☒ Property is adjacent to abandoned mine workings at an approximate depth of 2,400 ft.
- ☐ Property is not impacted by any known abandoned mine workings.

Based upon potential for abandoned mine subsidence:

- ☐ It is Recommended that Remediation efforts be made at the Project location(s).
- ☐ It is Recommended that Exploratory Drilling be completed at the Project location(s).
- ☒ No Remediation Action is Recommended at this time.

Other Comments/Issues:

Union Pacific Coal Co. Rock Springs No. 8 Mine #1 Seam, Rock Springs #1 Coal Seam

Signature

9/6/22

Date

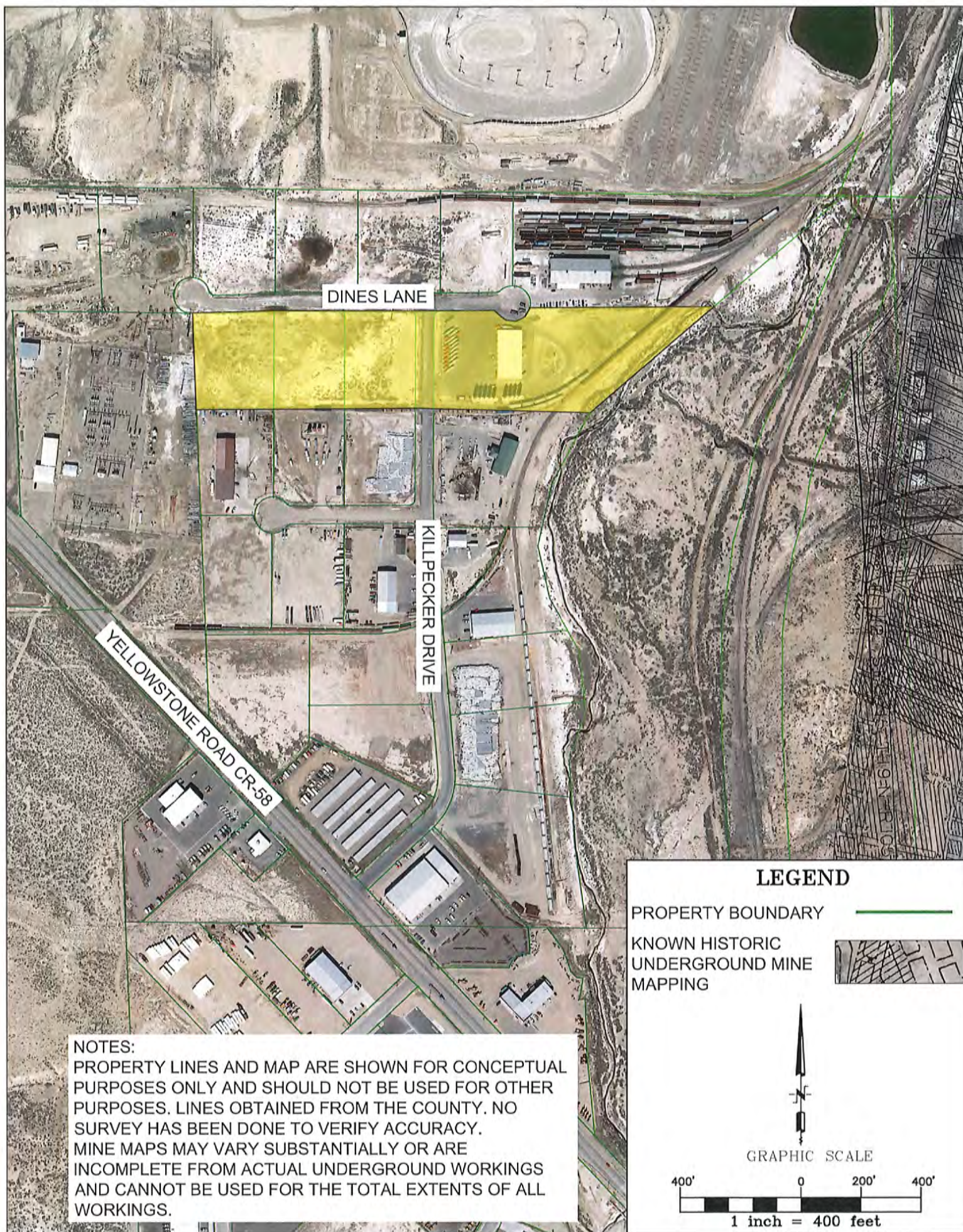


Exhibit D

Adjacent Property Owner Letter



Department of Public Services/Planning

212 'D' Street, Rock Springs, WY 82901

307-352-1540

Cathy_Greene@rswy.net

September 7, 2022

Dear Property Owner / Interested Party:

This letter is to inform you that the City of Rock Springs has received an application for Conditional Use Permits and Major Site Plan request from Dan Kennedy, P.E. with JFC Engineers on behalf of Steed Metals for property located at 3029 Killpecker Drive (Lots 21 & 22) and the vacant property across the street known as Lots 1, 2, and 3 of Yellowstone Road Industrial Park, Rock Springs, Wyoming. Records show that this property is adjacent to or near property you own. The following summarizes the requests:

- 1) The applicant is requesting Conditional Use Permit approval for the construction of an unpaved area on the above referenced property (*see attached site plan*). In accordance with Section 13-815.I.2.1 of the Rock Springs Zoning Ordinance, "In Industrial Zoning Districts, excess parking spaces (beyond those required by Ordinance), auxiliary driveways and equipment storage areas may be covered by gravel or ground asphalt in accordance with specifications provided by the Zoning Administrator, pursuant to first obtaining a Conditional Use Permit from said Zoning Administrator.
- 2) The applicant is requesting Conditional Use Permit approval for the operation of a Scrap metal or used materials processing, handling, and storage facilities, which requires Conditional Use Permit approval by the Planning & Zoning Commission in accordance with Section 13-811.C.6.
- 3) The applicant is requesting Major Site Plan approval for this project as it exceeds 50,000 square feet or more of outdoor storage of materials or goods. In accordance with Section 13-904.A.1. The Planning and Zoning Commission has the right to review and require revisions in proposed Major Site Plans.

The Rock Springs Planning and Zoning Commission will consider the application at a public meeting on **Wednesday, September 14, 2022 at 7:00 p.m.** in the City Council Chambers. You may attend said meeting or submit written comment no later than 5:00 p.m. on September 14, 2022.

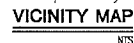
If you have any questions regarding this information, please contact the Planning and Zoning Division at (307) 352-1540.


















Sincerely,

Cathy Greene
City Planner

Enc.

cc: File #PZ-22-00343 (MSP & CUP)



LEGEND	
	EXISTING GRADE CONTOUR
	EXISTING WATER MAIN
	EXISTING SEWER MAIN
	EXISTING OVERHEAD POWER
	EXISTING UNDERGROUND GAS
	EXISTING UNDERGROUND FIBER OPTIC
	EXISTING SANITARY SEWER MANHOLE
	EXISTING POWER POLE
	REBAR/ALUMINUM CAP
	PK NAIL
	SPEED LIMIT SIGN
	STOP SIGN
	PROPOSED FIRE HYDRANT
	POWER POLE
	DRAINAGE FLOW DIRECTION
	TRAFFIC FLOW DIRECTION
	PROPOSED GRAVEL

I-2 SETBACKS
FRONT
INTERIOR SIDE AND REAR
CORNER SIDE
RESIDENTIAL ZONE BOUNDARY

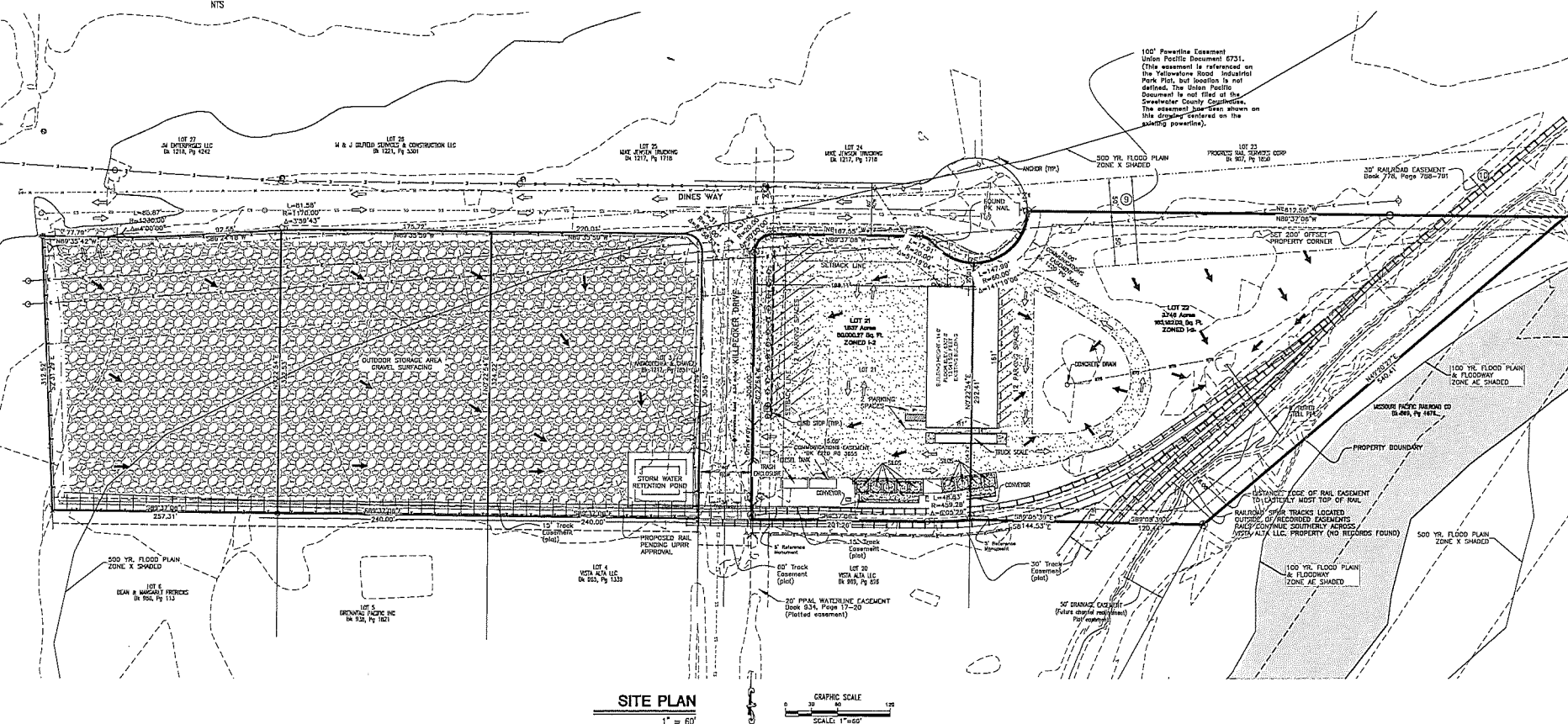
FEET

35
15
30
75

PARKING	
REQUIRED-----	25
PROVIDED-----	26
TRACTOR TRAILER--	12
HANDICAP-----	1

ALL PARKING IS 9X20
TRACTOR TRAILER PARKING IS 11X60

OWNER
STEED RENTALS LLC
PO BOX 6019
HELENA, MT 59604-6019



JFC
ENGINEERS
SURVEYORS

PO BOX 2016
ROCK SPRING, MS 39202
PHONE (201) 363-2519
FAX (201) 363-2553
<http://www.jfc-sjva.com>

PROJECT TITLE:
SITE PLAN
3029 KILLPECKER DRIVE
STEED METALS
ROCK SPRINGS, WYOMING
Copyright © by JFC. Reproduction or other use

DRAWING TITLE:
SITE PLAN

DRAWN BY:	DRK
CHECKED BY:	RJH
SCALE:	AS NOTED
DATE:	8/25/22
PROJECT NO:	11013-22E
SHEET NO:	

BRENNTAG PACIFIC INC
ATTN CONTROLLER
4545 ARDINE ST
SOUTH GATE, CA 90280-2534

FRERICKS DEAN C & MARGARET M
194 GANNETT DR
ROCK SPRINGS, WY 82901-3308

JM ENTERPRISES LLC
600 APACHE LN
ROCK SPRINGS, WY 82901-2969

M & J OILFIELD SERVICES &
CONSTRUCTION LLC
PO BOX 2144
ROCK SPRINGS, WY 82902-2144

MIKE JENSEN TRUCKING MIKE JENSEN
1025 KANSAS ST
GREEN RIVER, WY 82935-5829

MISSOURI PACIFIC RAILROAD CO
PROPERTY TAX DEPT
1400 DOUGLAS STOP 1640
OMAHA, NE 68179-1001

PACIFIC POWER & LIGHT COMPANY CO
PROPERTY TAX DEPT 825 NE
MULTNOMAH ST STE 1900
PORTLAND, OR 97232-2151

PROGRESS RAIL SERVICES CORP
ATTN BRENDA ADAMS
PO BOX 1037
ALBERTVILLE, AL 35950-1037

R & R INVESTMENTS INC
ATTN RICK GREENE
3037 YELLOWSTONE RD
ROCK SPRINGS, WY 82901-2835

STEED RENTALS LLC
PO BOX 6019
HELENA, MT 59604-6019

VISTA ALTA LLC
PO BOX 1114
ROCK SPRINGS, WY 82902-1114

Kelly Mann
Steed Metals
3029 Killpecker Drive
Rock Springs, WY 82901

Dan Kennedy
JFC Engineers & Surveyors
PO Box 2026
Rock Springs, WY 82901

CITY OF ROCK SPRINGS
212 D STREET
ROCK SPRINGS, WY 82901

2022 Mobile Vendors

The following mobile vendors have submitted the required documentation for licensing to operate within the City Limits of Rock Springs.

On The Hook Fish & Chips

Mobile food vendor selling Alaskan Cod fish and chip meals.
William Go walt at 307-316-4665 or William@onthehookfishandchips.com

Cornman's Kei le Corn, LLC

Mobile food vendor.
Robert & Debra Cornman at 307-389-7732 or puglady45@msn.com

Wing It, LLC

Mobile food vendor—chicken wings & fries.
Cheryl Aguiar & Colin Koepp at 307-250-5551 or wingit307@gmail.com

Buffalo 44 Wood Fired Pizza

Mobile food vendor—wood fired pizza.
Mike and Bridget Nauenburg at 308-641-8463 or mburg613@gmail.com

The Food Dude

Mobile food vendor providing food to customers.
William Adkins at 307-389-2905 or dollarshopper2003@yahoo.com

Tona Mama's Kitchen and Catering LLC

Mobile food vendor.
Robert Loomis at 307-371-5067 or tonamamaskitchen@gmail.com

Wing & Burger Box

Mobile food vendor to cook and sell food to the public or community.
Jonathan Bruhl at 307-359-2626 or bruhl_jonathan@yahoo.com

The Hungry Buddha Food Truck / Sands Catering

Food truck and catering.
Wing Lew at 307-389-1309 or wingsands@yahoo.com

The Snak Shak, LLC

Mobile concessions / food trailer providing at specific sponsored events.
Ranae S. Johnson at 307-871-3540

Nell's Coffee

Coffee & food shop.
Danielle Valdez at 307-209-0401 or daniellevaudez@nellscoffee.com

Nai ve Sun, LLC

Mobile food trailer / kitchen specializing in catering and special events.
Michelle DePoyster at 307-413-5788 or lou@follownai vesun.com

2022 Mobile Vendors Cont.

Food For Thought

Mobile food truck.

Roselyn Chavez at 307-448-7754 or roselynnchavez1@gmail.com

Hu. 's BBQ

Prepara. on and cooling of meat's and or vegetables on a wood fired pit.

Fred Hutton at 307-362-7450

Smash 307

Mobile food trailer.

Kenny Baker at 307-782-7307 or Smash 307 on Facebook or

WYOPhilly Food Truck / Caputa Catering

Mobile food truck serving WYOPhilly to general public.

Rob Caputa at 307-797-6080 or rcaputa@hotmail.com

Tips Kitchen

Mobile food service—offering a variety of chicken items.

Kathleen Tipton at 307-371-4367 or tipskitchen@yahoo.com

Lola B. Boutique LLC

Women's clothing, hats, jewelry, men's clothing, apparel, and shoes.

Crystan Wilkinson at 307-389-8725 or crystanw@hotmail.com

Ye Olde Kettle Corn

Kettle corn, soft serve ice cream, cotton candy and candy.

Donald Skorcz at 307-371-7529

Chill Out Ice Cream Truck

Hand scooped ice cream products, soda and candy.

Janet & Terry Johnson at 307-389-2073 or janleejoh@netscape.net

Los Compadritos

Tacos and green chile burritos

Sonia Ortiz at 701-340-7186 or loscompadritos307@gmail.com

Tacos El Mago

Mobile food truck selling tacos, burritos, tortas, quesadillas, soda and water.

Baltazar Barajas at 307-871-3805 or alondrabarajas85@yahoo.com

Big Daddy's Deli LLC

Mobile food truck—private catering.

Sandra Castles at 435-896-5239 or scastels01@gmail.com

Rocket City Dogs

Small mobile food cart preparing and serving food, soda, and water.

Chris Kiren at 307-448-0946 or rocketcitydogs@gmail.com

2022 Mobile Vendors Cont.

Tumbleweed Cotton Candy Company

Gourmet Cotton Candy Vendor with 30 flavors made fresh to order.
Eva Thomas at 307-371-1139 or tumbleweedcottoncandycomp@yahoo.com

Double Dub's

Mobile food trailer serving hot chicken wings, tots and fries.
Dallas & Emily Lopez at 307-389-1667 or emilyannlopez@hotmail.com

Cream On The Moove

Neighborhood ice cream truck, cruising the streets & sometimes attending an event.
Cherell O'Driscoll at 307-213-0595 or creamonthemoove@gmail.com

Homestead Steaks

Selling prepackaged frozen USDA food.
Corrie Gratlin at 417-237-3075 or valrohr@gmail.com

Ice Ice Baby—Mobile Ice Cream Van

We sell packaged ice cream, soda, chips, candy and fun treats.
MacKenzie Bertagnolli at 307-389-2699 or mackmomma76@yahoo.com

OTB: Off the Bench Food Truck and Catering

Food truck service diner classics and a few originals plus catering for all types of events.
Brandon & Candace Kennedy at 307-390-6759 or thebenchgrill@gmail.com

Hartlees Deja Brew

Mobile coffee, drinks, and food retail
Mandy or Martin Evans at 30-922-6244 or dejabrewrs@gmail.com

The Wild Ride

Mobile American and Italian cuisine.
Chad or Shannon 307-679-9624 or chadstephens27@hotmail.com

Jack's Snack Shack

Food truck offering: snacks, drinks, and Indian Taco
Lacey Tavegia at 307-389-5091 or laceytavegia@yahoo.com

Fishers of Men Foods

Mobile food truck selling frozen prepackaged beef, chicken, pork, and seafood.
Rafael Garcia at 956-645-5331 or fishersofmenfoods@gmail.com

The City of Rock Springs adopted a new ordinance to address the popularity of mobile food vendors. If you have any questions please do not hesitate to contact the City 307-352-1500.

August 2022

*Planning & Zoning approved the following business licenses.
Also see: Approved Mobile Vendors*

Vallarta - 2506 Foothill Blvd.

Restaurant

Placido Picos at 307-382-2301 or placidomena@hotmail.com

Heart of the Home Kitchenware - 1455 Dewar Drive (Plaza Mall)

Retail kitchenware, on-tap oil & vinegar, and specialty foods.

Shelly Irwin at 307-382-9731 or hearto. hehomekitchenware@outlook.com

Brayden Flack - Home Occupa. on

Short-term Room Rental - AirBnB

Brayden Flack at 307-389-1785 or braydenflack67@gmail.com

TLR Services - Home Occupation

Personal Assistant Consultant

Tiffany Rundle at 307-371-1317 or tlrservices@gmail.com

Integrity Events and Planning LLC - Home Occupation

Event Planning Services

Brandie Fields at 307-922-2252 or integrityeandp@gmail.com

Bunch-O-Blossoms LLC - Home Occupation

On-line Floral and Gift Shop with local delivery services

Hanna Putnam at 307-371-7085 or hanna@bunchoblossoms.com

SUPPORT LOCAL BUSINESSES



Department of Public Services

212 D Street, Rock Springs, WY 82901
Tel: [307] 352-1540 • FAX [307] 352-1545
www.rswy.net

September 7, 2022

Planning & Zoning Commission
City of Rock Springs
212 D Street
Rock Springs, WY 82901

Re: August 2022 City Council Action Report

Dear Honorable Commissioners:

Please find a City Council Action Report for the following City Council meeting(s):

Date of Council Meeting	P&Z Item	Council Action
August 16, 2022	A request filed by Travis Manus and Craig Knudsen to amend the Master Plan Use Map and the Official Zoning Map of the City of Rock Springs, for property located near Marchant and Thompson Streets (For Resolution #2022-118 and Ordinance #2022-11)	Public Hearing
August 16, 2022	Resolution 2022-118: A Resolution amending the “Official Land Use Map” of the Rock Springs Master Plan from Low Density Residential Density Residential, for property located near Marchant and Thompson Streets.	Approved
August 16, 2022	An Ordinance amending the “Official Zoning Map” of the City of Rock Springs from R-3 (Medium Density Residential) to R-5 (High Density Residential) for property located near Marchant and Thompson Streets	1st Reading

Sincerely,

Cathy Greene

City Planner