



**PLANNING AND ZONING COMMISSION
MEETING AGENDA**

November 14, 2018 at 7:00 p.m.

ROLL CALL

APPROVAL OF MINUTES

1. Review and approval of the October 10, 2018, Planning & Zoning Commission Meeting Minutes.

ACCEPTANCE OF STAFF REPORTS AND CORRESPONDENCE

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

PUBLIC HEARING

1. Petition for Zoning and Subdivision Ordinance Language Amendment filed by the City of Rock Springs requesting to amend Article 13-9 Zoning Administrative Procedures, Article 16-8 Subdivision Improvements, and Article 16-9 Subdivision Design Criteria. (Project #: PZ-18-00173, Staff Representative, Steve Horton, City Planner)
2. Petition for Vacation of a section of Blair Avenue filed by the City of Rock Springs. (Project # PZ-18-00174, Staff Representative, Steve Horton, City Planner)
3. Petition for Commerce Centre Condominium Revision #2 filed by Dory Doud (Project #PZ-18-00172, Staff Representative, Steve Horton, City Planner)

UNFINISHED BUSINESS

1. None

NEW BUSINESS

1. None

NOTIFICATION OF MINOR SITE PLANS AND STAFF APPROVED CONDITIONAL USE PERMITS

1. Conditional Use Permit approval (staff level) for a Special Purpose Fence (6 ft high in corner side yard) to be constructed on property located at 2170 Arthur Avenue, submitted by Bart Amundsen. (Project #: PZ-18-00169, Staff Representative: (Steve Horton, City Planner)
2. Conditional Use Permit approval (staff level) for a Special Purpose Fence (6ft high in corner side yard) to be constructed on property located at 1113 Ruger Blvd, submitted by Bart Amundsen (Project #: PZ-18-00166, Staff Representative: Steve Horton, City Planner)
3. Minor Site Plan approval for a Canopy Covered Parking for Online Grocery Pick for Walmart submitted by SGA Group, located at 201 Gateway Blvd (Project #:PZ-18-00160, Staff Representative: Steve Horton, City Planner)

PETITIONS AND COMMUNICATIONS

1. Written petitions and communications.
2. Petitions and communications from the floor.

ADJOURNMENT



Planning & Zoning Commission Staff Report

Project Name: Zoning & Subdivision Ordinance Language Amendments
Project Number: PZ-18-00173
Report Date: October 25, 2018
Meeting Date: November 14, 2018

Applicant

City of Rock Springs

Property Owner

N/A

Project Location

N/A

Zoning

N/A

Public Notification

- Public Hearing Notice Published
10/27/18 – *Rocket Miner*

Previous P&Z Action

None

Ordinance References

Articles 13-9, 16-8, 16-9

Staff Representative

Steve Horton, City Planner

Attachments

- Application
- Proposed language for Ordinance Amendment
- Public Notice

Request

Petition for Zoning and Subdivision Ordinance Language Amendment to amend Article 13-9 Zoning Administrative Procedures, Article 16-8 Subdivision Improvements, and Article 16-9 Subdivision Design Criteria.

Background

The City of Rock Springs Engineering Department has conducted a detailed review of the Subdivision Regulations. Updates and changes are needed to address problems areas in the regulations. There is one section of the Zoning Ordinance included in the amendments.

Analysis

Specific sections for amendment are:

13-904 Procedure for Site Plan Approval; A. General Requirements

13-906 Procedure for Planned Unit Development (PUD) Approval; E. Final Development Plan (1) Approval

16-805 Installation of Improvements; A. Sanitary Sewer System; (B) Storm Drainage System; (C) Water Main System; (D) Streets, Street Grading and Surfacing; (E) Street Lights; (F) Fire Hydrants; (G) Utilities: Gas, Electricity and Telephone, Etc; (H) Other Facilities or Improvements; (I) Monuments

16-806 As-Built Plans (A)

16-807 Acceptance of Improvements

16-901 Street Standards (B) Rights-of Way Widths

16-903 Sidewalks

16-904 Construction Standards (A) General; (B) Inspections and Test Requirements

16-905 Miscellaneous Standards (A) Street Name Signs; (B) Street Traffic Signs; (C) Fire Hydrants; (J) Dead End Streets; (K) Treatment Along Major Streets; (L) Service Streets; (U) Lots, Design, and Location

The amendments are necessary to make adjustments in construction standards and administration mechanisms for staff to use in administering the subdivision regulations. Input has been provided by the Engineering Department and those changes are included in these amendments. Good Subdivision Regulations ensure higher quality construction which includes streets, curb-gutter-sidewalk, water and sanitary sewer lines, storm drain lines, surface drainage, fire hydrants, street lights, street signs, pedestrian issues, utilities including power, gas, communication lines, and the need for Transportation Plan Streets including arterial and collector streets. All of these issues were taken into account with this review.

Utility Review Comments

Utility Review Comments are attached.

Public Hearing Notification

A Public Hearing Notice was duly published in the Rock Springs Rocket Miner on October 27, 2018.

Public Comment

Staff will advise the Commission of any further comments received at the meeting.

Staff Recommendation

Staff will make a recommendation following the public hearing.



2018
CITY OF ROCK SPRINGS
LANGUAGE AMENDMENT
APPLICATION

Planning & Zoning Division
212 D Street
Rock Springs WY 82901
307.352.1540 (phone)
307.352.1545 (fax)

Staff Use Only:

Date Received 8-14-18 File Number: P2-18-00173
Payment Information:
Amount Received: N/A Received by: N/A
Cash or Check Number: N/A Receipt Number: N/A
Date Certified as Complete Application: 8-14-18 By: Steve Horton

A. 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.

Petitioner(s) Information: Name: Steve Horton - City of Rock Springs
Mailing Address: 212 D Street
Rock Springs, WY 82901
Email Address: _____
Phone Number: 352-1540 Fax Number: _____
Name: Mayor Carl R. Demshar, Jr.
Mailing Address: City of Rock Springs
212 D Street
Rock Springs WY 82901
Email Address: _____
Phone Number: 352-1510 Fax Number: _____

B. PLEASE ANSWER THE FOLLOWING ON THE SPACES PROVIDED:

- Article and Section Number to be amended (The Rock Springs Ordinances are available online at www.rswy.net):
13-9, 16-B, 16-9
- Proposed Amendment (attached a separate sheet if necessary):
see attached
- Describe the need for and purpose of the Proposed Amendment:
Update of regulations

C. SUBMITTAL REQUIREMENTS:

The following shall be submitted with the application at the time of filing in order for the petition to be complete and scheduled for public hearing with the Planning and Zoning Commission. An incomplete application will not be scheduled for hearing and shall be returned to the applicant.

☐ Filing Fee (\$200.00) *N/A*

☒ Completed application, including graphic material if it will assist in understanding the benefits of the amendment.

D. SUBMITTAL DEADLINES:

NOTE: Applications that are not RECEIVED by 3:00 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
Application Deadline	12/6/2017*	1/22/2018	2/19/2018	3/19/2018	4/16/2018	5/21/2018	6/18/2018	7/16/2018	8/20/2018	9/17/2018	10/22/2018	11/19/2018
Public Hearing Ad	A Public Hearing Notice is prepared by the City of Rock Springs and published in the Rock Springs Rocket Miner Newspaper a minimum of fifteen (15) days prior to the Planning and Zoning Commission Public Hearing.											
P&Z Public Hearing	1/10/2018	2/14/2018	3/14/2018	4/11/2018	5/9/2018	6/13/2018	7/11/2018	8/8/2018	9/12/2018	10/10/2018	11/14/2018	12/12/2018
City Council Hearing Ad	After 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 Rocket Miner Newspaper a minimum of fifteen (15) days prior to the City Council Public Hearing.											
**Council Public Hearing	2/6/2018	3/6/2018	4/3/2018	5/1/2018	6/5/2018	7/3/2018	8/7/2018	9/4/2018	10/2/2018	11/6/2018	12/4/2018	1/8/2019

* Deadline moved due to holiday.

**An Ordinance to amend the Rock Springs Ordinances must be read at three consecutive City Council meetings prior to being accepted.

E. SIGNATURE(S) REQUIRED:

I acknowledge that I have read and understand this application and the pertinent Zoning Ordinance amendment regulations (Sections 13-901 of the Rock Springs City Ordinances).

Signature of Petitioner *[Signature]*

Date *8-14-18*

Signature of Petitioner _____

Date _____

(If the petition includes multiple petitioners, all petitioners must sign the application. Attach a separate sheet if necessary.)

ORDINANCE NO. 2018-_____

AN ORDINANCE AMENDING ARTICLES 13-9, 16-8 AND 16-9 OF THE ORDINANCES OF THE CITY OF ROCK SPRINGS, WYOMING, ENTITLED "ZONE DISTRICT REGULATIONS".

WHEREAS, after notice given in the manner and for the time required by law, the Planning and Zoning Commission of the City of Rock Springs held a public hearing on November 14, 2018 on proposed amendments to Article 13-9, 16-8 and 16-9 of the Ordinances of the City of Rock Springs; and,

WHEREAS, the Planning and Zoning Commission of the City of Rock Springs, Wyoming, voted to recommend approval of the proposed amendments to Articles 13-9, 16-8 and 16-9 Of the Ordinances of the City of Rock Springs; and,

WHEREAS, notice of hearing before the governing body of the City of Rock Springs, Wyoming, has been given as required by law, and the governing body has determined that said amendments should be adopted.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF ROCK SPRINGS, STATE OF WYOMING:

Amendment 1. That Section 13-904 A. of the Ordinances of the City of Rock Springs be amended by adding the following sub-section as follows, (deletions are denoted by ~~striketrough~~ and additions are denoted by underline):

13-904 Procedure for Site Plan Approval.

A. General Requirements.

Site Plan Approval shall be required for all new residential, commercial, or industrial construction or uses, or expansions or additions to existing residential, commercial, or industrial uses. Site Plan approval shall be obtained prior to commencement of use or issuance of Building Permit. The design of public street improvements shall comply with Articles 16-8 and 16-9 of the subdivision ordinances. Site developments impacting transportation plan streets shall comply with Section 16-805. The owner, tenant, or lessee shall cause to be filed a Site Plan according to the requirements of this section. For purposes of this Ordinance, site plans shall be classified as Major Site Plans, Minor Site Plans, or Single Family Residential Site Plans. All phases of a proposed phased development shall be considered as a single project for the purposes of determining whether a project is a Major or Minor Site Plan.

Amendment 2. That **Section 13-906 E.(1)b.** of the Ordinances of the City of Rock Springs be amended as follows, (deletions are denoted by ~~striketrough~~ and additions are denoted by underline):

b. The design and construction specifications for all utilities and street improvements have complied with Articles 16-8 and 16-9 of the subdivision ordinances and have been approved by the Director of Engineering and Operations. Any impacted transportation plan streets have been addressed per section 16-805.

Amendment 3. That **Section 16-805** of the Ordinances of the City of Rock Springs be amended by deleting and adding as follows, (deletions are denoted by ~~striketrough~~ and additions are denoted by underline):

16-805 Installation of Improvements.

The subdivider shall install the following improvements in a timely manner and in accordance with plans, specifications, and data as approved by the City Engineer.

At the subdivider's expense, the subdivider shall provide inspection of all subdivision improvements. (Reference 16-904(b)) Inspection shall be full time during the installation of water, sanitary sewer, and storm sewer systems.

Prior to acceptance of subdivision improvements, final inspections of the subdivision improvements

shall be requested by the subdivider. The final inspections shall be coordinated by the Department of Engineering & Operations and performed by the appropriate City Department.

The subdivider shall make every effort to ensure that the subdivision improvements are complete prior to scheduling final inspections with the Department of Engineering & Operations. Should excessive re-inspections by the City be necessary, the subdivider may be required to pay a reasonable charge for the re-inspection services.

(A) Sanitary Sewer System.

There shall be constructed at the owner and subdivider's expense, a sanitary sewer system including all necessary pumping stations,* pumping equipment,* manholes and all other necessary or desirable appurtenances to provide for the discharge of sanitary sewage from all lots or parcels of land within the platted area to a connection with the City's sanitary sewers. The sanitary sewer system shall be constructed in accordance with the plans and specifications of the City and at the sewer grades approved by the City. ~~The installation of the sewers shall be under the supervision and inspection of the Department of Public Works, and the subdivider may be required to pay a reasonable charge for the engineering and inspection service.~~ The above mentioned facilities for the collection and disposal of sanitary sewage from the platted area shall, upon final approval and acceptance by the City, become the property of the City.

Under some circumstances the City may require, as a condition for approval of the plat, installation of a sanitary sewer that is larger than necessary to meet the needs of the platted area or the area being subdivided as shown by the Preliminary Plat or Site Plan but necessary to complete the City sanitary system as it relates to both the area being platted and other areas.

*Pumping stations and pumping equipment will not be permitted by the City unless all means of gravity flow are unavailable or undue hardship would result; increased costs, unless they constitute an undue and prohibitively excessive financial burden as determined by the City, will not constitute a hardship.

(B) Storm Drainage System.

There shall be constructed, at the owner and subdivider's expense, a storm drainage system adequate to serve the area, including anticipated extension of use to serve additional areas. The storm drainage system shall be constructed in accordance with plans and specifications of the City and at sewer grades approved by the City. ~~The installation of storm sewers shall be under the supervision and inspection of the Director of Public Works, and the owner may be required to pay a reasonable charge for the engineering and inspection service.~~ The sewers, shall, upon inspection, approval and acceptance by the City, become the property of the City. Temporary sediment control measures implemented by the developer, which in the opinion of the City Engineer significantly impact the capacity of the storm drainage system, will not be allowed. In the storm sewer design phase, consideration shall be given to alternatives and principles of storm water management.

Under some circumstances the City may require, as a condition for approval of the plat, installation of a storm sewer that is larger than necessary to meet the needs of the platted area or the area being subdivided as shown by the Preliminary Plat or Site Plan, but necessary to complete the City storm sewer system as it relates to both the area being platted and other areas. ~~In such event, the City will pay the subdivider the difference in cost of pipe and installation between the large sewer and the diameter of sewer reasonable to meet the foreseeable needs of the area shown on the Preliminary Plat or Site Plan.~~

(C) Water Main System.

There shall be constructed, at the owner and subdivider's expense, a water main system to adequately serve all lots or parcels of land within the platted area, with due regard to the present and reasonably foreseeable needs of the entire area shown in the Preliminary Plat or Site Plan, and shall connect the same to existing water mains. The water main system shall be constructed in accordance with plans and specifications of the City and Pacific Power and Light Joint Power Water Board.

(D) Streets, Street Grading and Surfacing.

The owner of land being platted shall, at his expense, provide the grading of the entire street right-of-way, alley or public place, and provide appropriate paving including curb and gutter on all streets. The street improvements shall be constructed in accordance with the plans and specifications of the City and shall adequately reflect the

classification of the street, its location and anticipated volume of traffic. ~~The installation of the streets is under the supervision of the Director of Public Works, and the owner may be required to pay a reasonable charge for the engineering and inspection service.~~ All streets or roads shall be of such width and shall be so constructed as to meet the standards of the public body responsible for the maintenance thereof as outlined in section 16-901 of these regulations. (Ord. No. 91-11, 10-15-91).

(E) Street Lights, Street Name Signs and Traffic Control Signs.

The owner shall, at his expense, install all street lights, street name signs and traffic control signs. ~~The lights and signs shall be installed under the supervision of the Director of Public Works, and the owner may be required to pay a reasonable charge for the inspection service.~~ All lights and signs shall be installed so as to meet the standards outlined in Section 16-905 of these regulations. Street lights, street signs and traffic control signs shall be installed prior to **acceptance of subdivision improvement or** any occupancy permit being issued for any building, in any subdivision.

(F) Fire Hydrants.

The owner and subdivider shall, at his expense, install all fire hydrants. ~~The fire hydrants shall be installed under the supervision of the Director of Public Works, and the owner may be required to pay a reasonable charge for the inspection service.~~ All fire hydrants shall be designed and installed so as to meet the specifications outlined in 16-905 of these regulations.

(G) Utilities: Gas, Electricity and Telephone, Etc.

It shall be the responsibility of the owner or subdivider to install all other necessary utilities. ~~Said utilities shall be installed under the supervision of the Director of Public Works and the agency responsible for the particular utility.~~ All utilities shall be installed underground, except that major overhead power lines may be located along arterial streets or other specifically designed streets.

(H) Other Facilities or Improvements.

The owner or subdivider shall, at his expense, install any other facility or improvement as may be specified on the Preliminary Plat, Site Plan, or in a Contract and agreed to by the subdivider. ~~All such additional facilities and improvements shall be installed under the supervision and inspection of the Director of Public Works, and the owner may be required to pay a reasonable charge for the engineering and inspection service.~~ All such facilities and improvements shall be designed, located and/or installed to City specifications as designated by these regulations on the Preliminary Plat, Site Plan, or in a Contract.

(I) Monuments.

The owner and subdivider shall, at his expense, install monuments at all subdivision boundary corners which shall be marked with two (2) inch diameter brass caps. These caps may be set in concrete or be affixed to thirty (30) inch lengths of galvanized pipe and shall be properly marked for identification as to location, shall carry the true elevation, shall be reference if subject to destruction, and again shall show the proper identification and license of the certifying surveyor.

Perimeter ties shall be shown to all Section, Quarter Section and Sixteenth Section Lines.

Block and lot corners, Points of Tangency and Points of Curve of all curves shall be marked by a distinctive survey corner marker. Where section lines and quarter section lines intersect the center line of any street, reference shall be given to the nearest section corner or quarter corner.

~~The placement of all monuments shall be under the supervision of the Director of Public Works, and the owner may be required to pay a reasonable charge for the inspection service.~~

(J) Supplemental On-Site Off-Site Street Construction.

1. For purposes of this section, the following definitions shall apply:

- a. Develop: to plat or create lots, or to construct one or more building(s) on one lot, or establish a use on a lot, or expand a use on a lot.
- b. Developer: a person, firm, corporation, or association that develops land.
- c. Transportation Plan-Map: an official map contained within the Rock Springs Master Plan that establishes the location and designation for arterial and collector streets within the City of Rock Springs.
- d. Transportation Plan-Street: an arterial or collector street shown on the Transportation Plan Map.
- e. Impacted Transportation Plan Street: a transportation plan street which, if constructed, (1) would traverse or abut the developed property, or (2) would benefit the developed property, although it does not traverse or abut the developed property. The determination of a benefit or the degree of benefit shall be

made by the City Engineer, engineering staff or a qualified consultant, employing generally accepted engineering principles and practices.

2. The Transportation Plan-Map, which is part of the Rock Springs Master Plan, establishes the street plan for the City of Rock Springs. More specifically, the Transportation Plan-Map identifies the location and designation of existing and proposed arterial and collector streets within the City.

3. Construction of Transportation Plan-Streets shall occur in an orderly manner as development occurs within the City of Rock Springs.

4. The Transportation Plan-Map shall be consulted to determine if property will impact a Transportation Plan Street.

5. A developer who develops property which impacts a Transportation Plan-Street, shall be required to construct or improve said street as required by this Section.

6. Property traversed or abutting a Transportation Plan Street.

a. If the developed property is traversed or abutted by a Transportation Plan-Street, the developer shall dedicate or cause to be dedicated to the City of Rock Springs, property comprising the full width of the street right-of-way as shown for the Transportation Plan-Street, and a length measured by the distance the property is traversed or abutted by the Transportation Plan-Street.

b. A developer who develops property which is traversed or abutted by a Transportation Plan-Street shall construct or improve the Transportation Plan-Street in accordance with the following:

(i) For residential development, except as provided under subsection (iii), the developer, at a minimum, shall construct a street to the residential standard for the length of the developed property, in accordance with Chapter 16, Article 9, of the Rock Springs Municipal Ordinances. For non-residential development, except as provided under subsection (iii), the developer, shall construct the street to the full street improvements designated by the Transportation Plan Map. The obligation to construct sidewalks as required by Chapter 16, Article 9, may be waived on one side of the street if deemed unnecessary by the Planning and Zoning Commission and the Governing Body after considering public health, safety and welfare.

(ii) The Planning and Zoning Commission and Governing Body, after being advised by the City Engineer shall require street improvements deemed necessary for public health, safety, and welfare. The Planning and Zoning Commission and Governing Body shall consider such issues as, but not limited to, access for emergency vehicles, existing and proposed traffic counts, and access required to permit orderly development of adjacent areas.

(iii) If the Planning and Zoning Commission and Governing Body, after being advised by the City Engineer, have determined that construction of the Transportation Plan Street is not necessary at the time of development, the developer shall pay a fee in lieu of the street construction as required under subsection (ii). Said fee shall be credited to a special fund, maintained and administered by the City of Rock Springs. The fund shall be applied exclusively to any future expenses incurred by the City of Rock Springs in constructing and/or upgrading any streets which traverse or are contiguous to the developed property.

7. Impact Fees for Impacted Transportation Plan Streets.

a. If determined by the Planning and Zoning Commission and Governing Body, after being advised by the City Engineer, that the developed property is impacting a Transportation Plan-Street, an impact fee shall be required. Said impact fee shall be assessed at ~~\$-15~~ \$0.20 per square foot of lot area and shall be placed in a fund designated for future improvement of the Transportation Plan-Street.

b. The impact fees assessed in accordance herewith shall not be due until the issuance of a building permit for the lot or property parcel for which impact fees have been assessed.

8. The Planning and Zoning Commission and Governing Body shall review and approve, by Resolution, all Impacted Transportation Plan Street construction or improvement and impact fees. This Section shall be applicable to Chapter 16 and Chapter 13.

(Ord. No. 91-11, 10-15-91; Ord. No. 92-12, 12-1-92).
(95-14, Amended, 02/20/1996)

Amendment 4. That Section **16-807. Acceptance of Improvements** of the Ordinances of the City of Rock Springs be amended by deleting and adding as follows, (deletions are denoted by ~~strike through~~ and additions are denoted by underline):

16-807 Acceptance of Improvements.

At any time after the completion of construction of public streets and their inspection by the Director of Public Works Engineering & Operations, the subdivider may request that the City accept maintenance of the streets. The City Council may accept maintenance of streets, sewers, and rights-of-way if all work is in compliance with City specifications and requirements at the time of acceptance providing the developer presents to the City a one two year warranty on the construction.

Amendment 5. That Section **16-806. As Built Plans** of the Ordinances of the City of Rock Springs be amended by deleting and adding as follows, (deletions are denoted by ~~striketrough~~ and additions are denoted by underline):

16-806 As-Built Plans.

(A) Prior to the approval and acceptance of any completed improvements, as-built plans must be submitted to the City Engineer. ~~The Five sets of the~~ plans shall be submitted on 24" x 36" mylar bond paper and accompanied by ~~two sets of prints~~. The plan submittal shall contain:

- (1) A cover sheet.
- (2) The subdivision plat.
- (3) The overall grading plan.
- (4) The overall street plan.
- (5) The overall water system and profiles.
- (6) The overall sanitary sewer system and profiles.
- (7) The overall drainage plan.
- (8) If constructed, the overall storm sewer system and profiles.

(8) (9) Additional detail sheets as necessary at 1" = 50' scale, with title block and sheet numbers in the lower right hand corner of each page and showing the detailed location of all utilities to include service lines to lots. A permanent benchmark shall be described on each sheet.

(B) The following certification by the project engineer shall appear on the face of the plans:

I certify that these plans were prepared under my direct supervision and control, that they accurately represent the referred to improvements as they have been constructed in the field, and that the improvements, to the best of my knowledge, conform to the requirements of the Department of Environmental Quality, the State Highway Department, the City Engineer and other applicable agencies.

Engineer

Wyoming P.E. Number

Amendment 6. That Sections **16-901 Street Standards, 16-902 Curb and Gutter, 16-903 Sidewalks, 16-904 Construction Standards, 16-905 Miscellaneous Standards** of the Ordinances of the City of Rock Springs be amended by deleting and adding as follows, (deletions are denoted by ~~striketrough~~ and additions are denoted by underline):

16-901 Street Standards.


(A) Official Street Map.

The arrangement, character, extent, width, grade, and location of all streets shall be in conformity with the Official Map of the City of Rock Springs, these regulations and any further plans adopted by the City.

(B) Rights-of-Way Widths.

For all rights-of-way, the widths shall not be less than the following minimum design standards:

Right-of-Way



<u>Street Classification</u>	<u>Width</u>
Arterial	100 feet
Major Collector	80 feet
Minor Collector	80 feet
Minor and Residential	60 feet
Cul-de-sacs, Residential	60 <u>122</u> feet
	60 <u>61</u> foot radius

(c) Roadway Widths.

The minimum travel lane widths and number of travel lanes, and the minimum parking lane widths and number of parking lanes shall be as follows:

	Travel Lane <u>Width</u>	No. <u>Lanes</u>	Parking Lane <u>Width</u>	No. <u>Lanes</u>
Arterial	12	5	5-1/2*	2
Major Collector	12	3	8	2
Minor Collector	12	3	8	2
Minor and Residential	11	2	8	2
Cul-de-sacs	11	2	8	2

*Emergency Lanes Only

(Ord. No. 92-18, 8-4-92).

16-902 Curb and Gutter.

The following design criteria for curbs and gutters shall be required:

	Curb & Gutter <u>Width</u>	<u>Type</u>
Arterial	2.5	"L"
Major Collector	2.5	"L"
Minor Collector	N/A	N/A
Minor Residential	2.5	Rolled Curb
Cul-de-sac, Residential	2.5	Rolled Curb

(Ord. No. 92-18, 8-4-92).

16-903 Sidewalks.

The following design criteria for sidewalks shall be required:

	<u>Width</u>	<u>Side</u>	<u>Location</u>
Arterial	5	As directed by Engineer	
Major Collector	4	Both	Adjacent
Minor Collector	N/A	N/A	N/A
Residential			

& Minor	4	Both	Adjacent To Curb
Cul-de-sac	4	Both	Adjacent To Curb

Public sidewalks intersecting public roadways or non-residential roadway accesses, where pedestrians are intended to cross the roadway or access, shall be transitioned to meet the roadway with an ADA compliant sidewalk ramp. Construction of the ADA ramp shall comply with the USDOT ADA standards and City of Rock Springs requirements.

(Ord. No. 92-18, 8-4-92).

16-904 Construction Standards.

All construction shall conform to the Wyoming Public Works Standard Specifications and the City of Rock Springs test requirements.

All existing broken, damaged, or deficient public infrastructure(i.e., curb & gutter, sidewalk, and ADA ramps) bordering or within the subdivision shall be replaced at the subdivider's expense.

The following pavement section standards only represent the minimum acceptable pavement sections for each street classification. Additional construction requirements may be necessary due to specific site conditions.

	Asphalt	Base Course	Sub-base	Sub-grade Prep
Residential				
Streets	2-1/2"	3" 6"	---	6"
Collector				
Streets	2-1/2"	4" 8"	---	6"
Arterial				
Streets	3" 4"	10" 12"	---	6"
Industrial				
Streets	3"	10"	8"	6"

(B) Inspections and Test Requirements.

The subdivider shall provide an Engineering Inspector to conduct inspections and Field Tests for all construction and improvements included and required by this Section. The Engineering Inspector shall work under the direction of a Professional Engineer, licensed in the State of Wyoming. All reports shall be certified by the Professional Engineer. All inspections and tests shall be conducted and noted in an orderly manner as construction occurs.

Following completion of asphalt paving operations, the Engineering Inspector shall conduct pavement cores at locations determined by the City Engineer. Following completion of the improvements, the subdivider shall provide to the City Engineer a report certified by the Professional Engineer. The report shall certify the following criteria:

1. The test results required by Section 16-904(B) of this Ordinance. All test results must meet requirements of the Ordinance.
2. Size, location, and slope of sanitary sewer lines.
3. Location and elevation of manholes.
4. Size, and location, **tie-in elevations, and slope** of storm drainage lines and catch basins.
5. Size and location of water lines, valves, and fire hydrants.
6. Construction of all streets, including sub-grade preparation, road base, asphalt paving, concrete curb-gutter-sidewalk, and street grades.

(C) Dust Control.

A dust control plan must be submitted to the City Engineer for approval before any construction begins.

(D) Manholes.

The maximum allowable distance between manholes is 350 feet. (Ord. No. 84-9, 7-84)
(97-01, Amended, 02/04/1997)

16-905 Miscellaneous Standards.

(A) Street name signs.

Height: 7.0' mounting height

Corner: NE corner, sign clearance - two feet behind sidewalk, or as directed by City Engineer. Sign sheeting material shall be at a minimum Type IV 3M Series 3930 or approved equal. Design of sign shall comply with City of Rock Springs Streets Department and MUTCD standards.

(B) Street traffic signs.

Height: 7.0' mounting height

Sign sheeting material shall be at a minimum Type IV 3M Series 3930 or approved equal. Signs shall comply with MUTCD standards.

(C) Fire Hydrants.

Height: Center of pumper outlet, 16"-20" above grade facing the roadway.

Etc.: (2) 2 1/2" outlets; (1) 4 1/2" pumper outlet; with National Standard threads. Fire hydrant brand and model shall comply with City of Rock Springs and Joint Powers Water Board standards.

(D) Street Light Standards.

All street light standards shall be of wood or steel construction. (Ord. No. 92-18, 8-4-92).

(E) Discouraging Residential Through Traffic. Minor residential streets shall be arranged so that their use by through traffic will be discouraged.

(F) Block Depths.

No block shall be less than twice the normal lot depth unless it abuts a railroad right-of-way, a limited access highway, an arterial or collector street, a river, a creek, a park, or an exterior boundary line of a subdivision.

(G) Block Lengths.

(1) Blocks shall be approximately four hundred (400) feet in length or increments thereof.

(2) In blocks exceeding eight hundred (800) feet in length a twenty (20) foot wide easement throughout the block to provide for utilities and pedestrian traffic. A five foot wide paved sidewalk may also be required.

(H) Street Alignment, Center Lines.

(1) Street jogs shall have a minimum centerline off-set of one hundred seventy-five (175) feet when applied to minor residential streets, in all other cases they shall be prohibited.

(2) All streets shall join each other so that for a distance of at least one hundred (100) feet the street is approximately at right angles to the street it joins.

(3) When connecting street center lines deflect from each other at any one point by more than ten (10) degrees, they shall be connected by a curve with a radius of not less than one hundred fifty (150) feet.

(I) Access Requirements for Subdivisions.

Subdivisions shall be required to provide adequate street access to ensure the health, safety, and welfare of the residents and/or the public. In addition, subdivisions shall be required to provide adequate street access to allow development of adjacent property. When 20 lots or more are served by a single access, a second access should be considered.

(J) Dead End Streets.

(1) The creation of dead-end or loop residential streets will be encouraged wherever the Commission finds that such type of development will not interfere with normal traffic circulation in the area. In the case of dead-end streets, where needed or desirable, the Commission may require the reservations of a twenty (20) foot wide easement to provide for continuation of pedestrian traffic and utilities to the next street.

(2) Where dead-end streets are designed they shall not exceed eight hundred (800) feet in length or contain more than twenty (20) lots, whichever creates the shorter street, and shall terminate in a circular turn-around having a minimum right-of-way radius of ~~sixty (60)~~ sixty one (61) feet and a pavement radius of fifty (50) feet (Cul-de-sac). Corners at the entrances to the turn-around portions of cul-de-sacs shall have a radius of not less than fifteen (15) feet.

(K) Treatment Along Major Streets.

When a subdivision abuts or contains an existing or proposed arterial or collector street, the Commission shall require marginal access streets, reverse frontage with screen planting contained in a non-access reservation along the rear property line, deep lots with rear service alleys, or such other treatment as may be necessary for adequate protection of residential properties and to afford separation of through and local traffic. ~~The same may be required on collector streets where deemed in the best interest of the community.~~

(L) Service Streets.

Where a subdivision borders on or contains a railroad right-of-way or limited access highway right-of-way, existing or planned, the Commission may require a street approximately parallel to and on each side of such right-of-way, at a distance suitable for the appropriate use of the intervening land. Service streets shall intersect other streets in such a way that sufficient intersection stacking distance is provided without interfering with through traffic.

(M) Street Grades.

Grades of all streets shall conform in general to the terrain and shall not be less than 0.5 percent nor more than five (5) percent for arterial or major streets, or seven (7) percent for collector streets, or eight (8) percent for minor streets in residential zones, eight (8) percent for access streets, but in no case more than three (3) percent within fifty (50) feet of any intersection.

(N) Street Visibility.

A combination of steep grades and curves shall be avoided. In order to provide visibility for traffic safety, that portion of any corner lot (whether at an intersection entirely within the subdivision or of a new street with an existing street) shall be cleared of all growth (except isolated trees) and obstructions above the level three (3) feet higher than the center line of the street for a distance of at least thirty (30) feet from the right-of-way line. If directed, ground shall be excavated to achieve visibility. Trees and hedges over four (4) feet high shall not be permitted within six (6) feet of the street right-of-way.

(O) Street Radii.

(1) Curves: Street lines within a block, deflecting from each other at any one point by more than ten (10) degrees, shall be connected with a curve, the radius of which for the centerline of street shall not be less than four hundred (400) feet on arterial and major streets, two hundred (200) feet on minor streets, and in no case shall the connecting tangent of two curves be less than one hundred (100) feet.

(2) Corners: All roadways at intersections shall be rounded by curves of at least twenty (20) feet radius. Roadways of alley-street intersections shall be rounded by a radius of not less than six (6) feet. The center line of the intersecting streets shall be as near to ninety (90) degrees as possible and in no case shall the intersection be less than seventy-five (75) degrees.

(P) Commercial Areas.

In front of areas designed for commercial use, or where a change of zoning to a zone which permits commercial use is contemplated, the street width shall be increased by such amount on each side as may be deemed necessary by the Commission to assure the free flow of through traffic without interference by parked or parking vehicles, and to provide adequate and safe parking space for such commercial or business districts.

(Q) Street Names.

All street names shall be approved by the Commission and shall conform to an established numbering and naming system if such a system exists.

Proposed street names shall be substantially different so as not to be confused in sound or spelling with present names except that streets that join or are in alignment with streets of an abutting or neighboring subdivision shall bear the same name.

No street shall change direction by more than ninety (90) degrees without a change in street name.

The subdivider shall install street signs as required and approved by the Engineer.

(R) Prohibited Plans.

The following are prohibited and shall not be approved:

Half Streets:

1. Private streets unless part of an approved Planned Unit Development, in which case the streets shall conform to the approved design criteria of the City.
2. Reserve strips controlling access to streets.
3. Intersections with more than four (4) corners.

(S) Public Land Dedication, Parks, Open-Space.

1. Where a proposed park, playground, or open-space shown on the Comprehensive Plan is located in whole or in part in a subdivision, the Commission shall require that such area or areas be shown on plats in accordance with the requirements specified in this Section. Such area or areas shall be dedicated to the City by the subdivider if the City Council approves such dedication.

2. The Commission shall require that plats show sites of a character, extent and location suitable for the development of a park, playground, or other recreation purposes.

3. In all new residential subdivisions, seven (7) percent of the gross area shall be dedicated for public recreation space, school sites or other public use with such percentage being in addition to property dedicated for streets, alleys, easements, or other public ways. When a subdivision is too small for the practical dedication of public land, when no land in the subdivision is suitable for such use, or when the proposed park for the area is not to be located within the proposed subdivision, the subdivider shall be required to pay a fee of ten (10) percent of the land value prior to its subdivision (the market value shall be determined by utilization of assessment records and formulas that apply thereto).

(T) Easements.

1. Easements centered on rear and other lot lines as required shall be provided for utilities where and of the size necessary.

2. Easements shall be provided along each side of the center line of any water course or drainage channel whether or not shown in the Comprehensive Plan, to a sufficient width to provide proper maintenance and protection and to provide for water run-off and installation and maintenance of storm sewer.

3. Where a subdivision is traversed by a water course, drainageway, channel or stream, there shall be provided a storm water easement or drainage right-of-way as required by the Engineer.

4. Easements shall be dedicated for the required use.

(U) Lots, Design, and Location.

1. The lot arrangement shall be such that in constructing a building in compliance with the Zoning Ordinance, there will be no foreseeable difficulties for reasons of topography or other natural conditions. Lots should not be of such depth as to encourage the later creation of a second building lot at the front or rear.

2. All side lines of a lot shall be at right angles to straight street lines and radial to curved street lines, unless a variance from this rule will give a better street or lot plan.

3. The lot dimensions shall not be less than the minimum required to secure the minimum lot area specified in the Zoning Ordinance. Through lots, when permitted, shall have additional depth of ten (10) feet for screen planting along the rear line. Remnants of lots below the minimum required size shall not be allowed but must be added to adjacent lots.

4. Lots abutting upon a watercourse, drainageway, channel, stream or water body shall have additional depth or width, as required to assure that house sites are not located in the one hundred (100) year floodplain.

5. In the subdividing of any land, regard shall be shown for all natural features, such as trees, watercourses and bodies, which, if preserved, will add attractiveness to the proposed development.

6. Where a proposed residential lot is adjacent to a limited access highway, major highway, ~~or~~ arterial street, **or collector street**, there shall be no direct vehicular access from individual lots to such roads. A temporary entrance may be granted for single tracts until neighboring land is subdivided and the required access can be feasibly provided. (Ord. No. 1980, 1-17-72; Rev. Ord. 1979; Ord. No. 83-6, 4-19-83).

V. Street Improvements To Be Designated. No subdivision plat shall be approved unless the subdivider has designated street improvements for the entire front of all interior lots, and the entire front and side of all corner lots. (Ord. No. 93-10, 7-20-93).

(97-01, Amended, 02/04/1997)

PASSED AND APPROVED this _____ day of _____, 2018.

ATTEST:

President of the Council

City Clerk

Mayor

1st Reading: _____

2nd Reading: _____

3rd Reading: _____

**PUBLIC HEARING NOTICE
CITY OF ROCK SPRINGS
PLANNING & ZONING COMMISSION
NOVEMBER 14, 2018 AT 7:00 P.M.**

TAKE NOTICE that the Rock Springs Planning & Zoning Commission will hold public hearings in the Rock Springs City Hall Council Chambers at 7:00 p.m. on Tuesday, November 14, 2018, where all interested parties will have the opportunity to appear and be heard regarding the following applications:

- An application submitted by the City of Rock Springs to consider amending Chapter 13, Article 13-9 (ZONING) and Chapter 16, Articles 16-8 and 16-9 (SUBDIVISIONS) of the Ordinances of the City of Rock Springs.
- An application submitted by the City of Rock Springs to consider the vacation of a section of Blair Avenue between B Street and C Street.
- An application submitted by Dory Doud to consider Revision #2 of the Commerce Centre Condominium Map.

You may view a copy of the applications at the Rock Springs Planning Department Office, 212 'D' Street, Rock Springs, Wyoming or on the City's website at: www.rswy.net.

Dated this 27th day of October, 2018.

/s/ Stephen A. Horton, AICP
Secretary, Planning and Zoning Commission

Publish: October 27, 2018
Bill To: City of Rock Springs



Proposed Development: Subdivision Ordinance Language Amendments
Utility Review Meeting: August 7, 2018

Utility Review Committee Comments:

City of Rock Springs Engineering Department (Meghan Jackson)

1. Full time inspection required during the all public utility installments, shall be provided by the developer
2. Strike out Section B of 16-805: "In such event, the City will pay the subdivider the difference in cost of pipe and installation between the large sewer diameter and the diameter of sewer reasonable to meet the foreseeable needs of the area shown on the Preliminary Plat or the Site Plan
3. Design and construction in accordance with City of Rock Springs Ordinances

City of Rock Springs Wastewater Department (Nick Seals)

1. Recommended language changes to clarify full time inspection on new installation of sewer

City of Rock Springs Building Inspections (Jeff Tuttle)

1. No issues

City of Rock Springs Water Department (Clint Zambai)

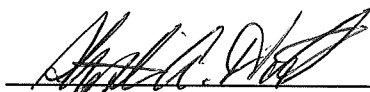
2. No issues

City of Rock Springs Fire Department (Rick Cozad)

1. No issues

Dominion Energy (Josh Sargent)

1. No issues



Stephen A. Horton, AICP, City Planner

8-7-18

Date



Planning & Zoning Commission Staff Report

November 14, 2018

Project Name: 400 C St (Blair Ave) Street Vacation

Project Number: PZ-18-00174

Report Date: October 25, 2018

Meeting Date: November 14, 2018

Applicant

City of Rock Springs

Engineer/Architect

Paul Kauchich
City of Rock Springs

Project Location

400 C Street (Blair Avenue)

Zoning

R-2 Low Density Residential

Public Notice

Public Hearing Notice Published
10/27/18 – *Rocket Miner*

Public Notification

Property owner notice (300' radius)
mailed 10/22/18

Ordinance References

§16-703, §15-4-305 (WY Statute)

Staff Representative

Steve Horton
City Planner

Attachments

Application
Adjacent Property Owner Notice
Utility Review Comments
Public Notice
Legal Description for entire Vacation
Legal Descriptions to convey to
adjacent owners

Request

Request for Vacation of a section of public Street – Blair Avenue currently occupied by the Sweetwater County Library at 400 C Street

Background

The Sweetwater County Library located at 400 C Street was constructed on a section of Blair Avenue. This request is to vacate the section of C Street upon which the library is situated.

Area Map



Analysis

Legal: The City of Rock Springs vacation process draws authority from, and closely mirrors, the following requirements set forth in Wyoming State Statutes.

§ 15-4-305. Streets; vacation; petition required; consideration.

The governing body has the exclusive power and, by ordinance, may vacate any highway, street, lane or alley, or portion thereof. No vacation may be ordered except upon petition of a majority of the owners owning a majority of the property abutting on the portion proposed to be vacated and extending three hundred (300) feet in either direction from the portion proposed to be vacated. The city or town may demand and

receive the value of the land vacated as consideration for the vacation.

Furthermore, the City of Rock Springs Subdivision Ordinance provides additional process details in §16-703 section 'D'.

(D) When any part of a plat shall be vacated as the aforesaid, streets, alleys, and other public grounds shall be assigned to all lots or parcels adjacent to the public area being vacated in equal proportions.

This section of Blair Avenue to be vacated will be conveyed to the adjacent property owners being the Sweetwater County Library and the City of Rock Springs.

Impact

The Sweetwater County Library is currently constructed on this section of Blair Avenue therefore there will be no impact.

Utility Review (10/16/2018)

A Utility review meeting was held on 10/16/2018. See Attached.

Property Owner Notification

Surrounding property owners located within 300' of the proposed vacation area were notified of the proposed request on October 22, 2018. .

Staff Recommendation

Staff will provide a formal recommendation following public comment at the meeting. At a minimum, the conditions of the Utility Review Committee will need to be met.

Next Steps

- If the proposal is approved by the Rock Springs Planning & Zoning Commission at its November 14, 2018 meeting, the vacation request will be forwarded to the City Attorney's office for review.
- The proposal will require two City Council meetings to complete. The first meeting is the "Notice of Intent to Vacate". The second is the actual Vacation Resolution.

October 22, 2018


Dear Property Owner / Interested Party:

This letter is to inform you that a request has been made by the City of Rock Springs to vacate a section of public street right-of-way located on Blair Avenue and occupied by the Sweetwater County Library (see map below). The specific address for this street right-of-way vacation is 400 C Street. Our records show that this property is located within 300 feet of property that you own.

The Rock Springs Planning and Zoning Commission will consider this request at a public meeting held on **Wednesday, November 14, 2018 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 November 14, 2018.

If you have any questions, please come by the City Planning Department at Rock Springs City Hall or call (307) 352-1540 and ask to speak with City Planning Staff.

Sincerely,



Stephen A. Horton, AICP
City Planner



JOHNSON TERRY & JANET	1262 ELM DR	ROCK SPRINGS, WY 82901-6480
C&J RENTALS LLC	2021 HILLCREST DR	ROCK SPRINGS, WY 82901-6769
SUPERIOR LUMBER CO	413 CEDAR ST	ROCK SPRINGS, WY 82901-6232
HALF MOON INV C/O PEDRI SILVIO J ETAL	2109 CARSON ST	ROCK SPRINGS, WY 82901-6743
WELSH VAN M & PECOLAR CARLEY C	418 B ST	ROCK SPRINGS, WY 82901-6211
MTN STATES TEL & TEL	1801 CALIFORNIA ST 25TH FLOOR	DENVER, CO 80202
MULLEN CHARLOTTE A	407 C ST	ROCK SPRINGS, WY 82901-6224
ROCK SPRINGS NATIONAL BANK	PO BOX 880	ROCK SPRINGS, WY 82902-0880
CITY OF ROCK SPRINGS	212 D ST	ROCK SPRINGS, WY 82901-6235
JOHNSON ISAAC III	PO BOX 511	DANIEL, WY 83115-0511
BJORKLUND ALLAN M	313 C ST	ROCK SPRINGS, WY 82901-6222
HAY MARY	410 B ST	ROCK SPRINGS, WY 82901-6211
CABLE ANGELA M	342 A ST	ROCK SPRINGS, WY 82901-6167
SALTZ CLARK C & GRACE L	419 C ST	ROCK SPRINGS, WY 82901-6224
SWEETWATER COUNTY LIBRARY	80 W FLAMING GORGE WAY	GREEN RIVER, WY 82935
PLA MOR INC	PO BOX 2369	ROCK SPRINGS, WY 82902-2369
TARUFELLI LARRY A & BRANDON A & VICKI D	2725 BRIARWOOD LN	ROCK SPRINGS, WY 82901-4353
JS GORDON & COMPANY	PO BOX 3525	GRAND JUNCTION, CO 81502-3525
PLA MOR LANES	PO BOX 2369	ROCK SPRINGS, WY 82902-2369
HINER HAROLD J JR & KATHLEEN P	314 D ST	ROCK SPRINGS, WY 82901-6237
GRIFFIN NICHOLAS R	PO BOX 1192	MOUNTAIN VIEW, WY 82939-1192
B P O ELKS #624 ATTN SHIRLEY ROBERTSON	307 C ST	ROCK SPRINGS, WY 82901-6222
OJA RENTALS LLC	2280 BOYLAN RD	BOZEMAN, MT 59715-1523
PARADY ANNE L	324 B ST	ROCK SPRINGS, WY 82901-6209
STOTTS WAYNE & NADINE	PO BOX 261	FARSON, WY 82932-0261
SKORUP DAVID J & MARCELLA M	415 C ST	ROCK SPRINGS, WY 82901-6224
BARNEY KARL	708 B ST	ROCK SPRINGS, WY 82901-6217
BIDER DONALD R & SANDRA LEE	PO BOX 454	ROCK SPRINGS, WY 82901-0454
CORDOVA BEN L & PEGGY A	319 C ST	ROCK SPRINGS, WY 82901-6222
PITSCH PETER K & MADELEINE J	336 A ST	ROCK SPRINGS, WY 82901-6167
CAUDELL KENNETH A	330 B ST	ROCK SPRINGS, WY 82901-6209

Legal Description

Identification: **Proposed Street Vacation of a Portion of Blair Avenue
Dedicated through the Union Pacific Railway Company's
Second Addition to the City of Rock Springs
Located in the NE¼ Section 35, T 19 N, R 105 W, 6th P.M.,
Rock Springs, Sweetwater County, Wyoming**

Land Owner: **CITY OF ROCK SPRINGS (Dedicated Public Street)**

A parcel of land located in the Northeast Quarter (NE¼) of Section 35, Resurvey Township 19 North, Range 105 West of the Sixth Principal Meridian, Rock Springs, Sweetwater County, Wyoming, said parcel lies within the Union Pacific Railway Company's Second Addition to the City of Rock Springs as platted and filed in the office of the Sweetwater County Clerk and being more particularly described as follows:

Beginning at the Most Northerly Corner of Lot 8, Block 32 of said Union Pacific Railway Company's Second Addition to the City of Rock Springs;

Thence South 54°45'11" West along the northwesterly boundary of said Lot 8 for a distance of 100.00 feet to the most westerly corner thereof;

Thence North 35°14'49" West for a distance of 60.00 feet to the most southerly corner of Lot 1, Block 23 of the Original Town of Rock Springs as platted and filed in the office of the Sweetwater County Clerk;

Thence North 54°45'11" East along the southeasterly boundary of said Lot 1, Block 23 for a distance of 100.00 feet to the most easterly corner thereof;

Thence South 35°14'49" East for a distance of 60.00 feet to the Point of Beginning.

The above described tract contains an area of 6000.00 square feet or 0.138 acres. The basis of bearing for said parcel is South 35°14'49" East along the right-of-way lines of "B" Street and "C" Street.

Legal Description

Identification: **Proposed Street Vacation of a Portion of Blair Avenue
To the City of Rock Springs
Dedicated through the Union Pacific Railway Company's
Second Addition to the City of Rock Springs
Located in the NE¼ Section 35, T 19 N, R 105 W, 6th P.M.,
Rock Springs, Sweetwater County, Wyoming**

Land Owner: **CITY OF ROCK SPRINGS (Dedicated Public Street)**

A parcel of land located in the Northeast Quarter (NE¼) of Section 35, Resurvey Township 19 North, Range 105 West of the Sixth Principal Meridian, Rock Springs, Sweetwater County, Wyoming, said parcel lies within the Union Pacific Railway Company's Second Addition to the City of Rock Springs as platted and filed in the office of the Sweetwater County Clerk and being more particularly described as follows:

Beginning at the Most Northerly Corner of Lot 8, Block 32 of said Union Pacific Railway Company's Second Addition to the City of Rock Springs;

Thence South 54°45'11" West along the northwesterly boundary of said Lot 8 for a distance of 100.00 feet to the most westerly corner thereof;

Thence North 35°14'49" West for a distance of 30.00 feet to a point on the centerline of Blair Avenue;

Thence North 54°45'11" East along said centerline for a distance of 100.00 feet;

Thence South 35°14'49" East for a distance of 30.00 feet to the Point of Beginning.

The above described tract contains an area of 3000.00 square feet or 0.069 acres. The basis of bearing for said parcel is South 35°14'49" East along the right-of-way lines of "B" Street and "C" Street.

Legal Description

Identification: **Proposed Street Vacation of a Portion of Blair Avenue
To the Board of Directors of Carnegie
Public Library of Sweetwater County
Dedicated through the Union Pacific Railway Company's
Second Addition to the City of Rock Springs
Located in the NE¼ Section 35, T 19 N, R 105 W, 6th P.M.,
Rock Springs, Sweetwater County, Wyoming**

Land Owner: **CITY OF ROCK SPRINGS (Dedicated Public Street)**

A parcel of land located in the Northeast Quarter (NE¼) of Section 35, Resurvey Township 19 North, Range 105 West of the Sixth Principal Meridian, Rock Springs, Sweetwater County, Wyoming, said parcel lies within the Union Pacific Railway Company's Second Addition to the City of Rock Springs as platted and filed in the office of the Sweetwater County Clerk and being more particularly described as follows:

Commencing at the Most Northerly Corner of Lot 8, Block 32 of said Union Pacific Railway Company's Second Addition to the City of Rock Springs;

Thence North 35°14'49" West for a distance of 30.00 feet to a point which lies on the centerline of Blair Avenue and the True Point of Beginning;

Thence South 54°45'11" West along said centerline of Blair Avenue for a distance of 100.00 feet;

Thence North 35°14'49" West for a distance of 30.00 feet to the most southerly corner of Lot 1, Block 23 of the Original Town of Rock Springs as platted and filed in the office of the Sweetwater County Clerk;

Thence North 54°45'11" East along the southeasterly boundary of said Lot 1 for a distance of 100.00 feet to the most easterly corner thereof;

Thence South 35°14'49" East for a distance of 30.00 feet to the Point of Beginning.

The above described tract contains an area of 3000.00 square feet or 0.069 acres. The basis of bearing for said parcel is South 35°14'49" East along the right-of-way lines of "B" Street and "C" Street.



Proposed Development: 400 C Street (Blair Avenue) – Street Vacation
Utility Review Meeting: October 16, 2018

Utility Review Committee Comments:

City of Rock Springs Engineering Department (Meghan Jackson)

1. Existing storm sewer runs under portion of building to be vacated to city

Rocky Mountain Power (Kyle Graham)

1. Approved

City of Rock Springs Water Department (Clint Zambai)

1. Approved

City of Rock Springs Wastewater Department (Nick Seals)

1. Approved

City of Rock Springs Fire Department (Rick Cozad)

1. Approved

Dominion Energy (Josh Sargent)

1. Approved

Wyoming Abandoned Mine Lands (Ryan Reed)

1. Property is undermined by abandoned mine workings at an approximate depth of 200 ft. No remediation action is necessary at this time.

Century Link (Debra Thomas)

1. See attached drawing. Century Link has a 2 duct conduit run on Blair Avenue, south ROW. Will an easement be provided.

Stephen A. Horton, AICP, City Planner

Date

**PUBLIC HEARING NOTICE
CITY OF ROCK SPRINGS
PLANNING & ZONING COMMISSION
NOVEMBER 14, 2018 AT 7:00 P.M.**

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You may view a copy of the applications at the Rock Springs Planning Department Office, 212 'D' Street, Rock Springs, Wyoming or on the City's website at: www.rswy.net.

Dated this 27th day of October, 2018.

/s/ Stephen A. Horton, AICP
Secretary, Planning and Zoning Commission

Publish: October 27, 2018
Bill To: City of Rock Springs



Planning & Zoning Commission Staff Report

Project Name: Commerce Center Condominium Map – Revision No. 2

Project Number: PZ-18-00172

Report Date: October 30, 2018

Meeting Date: November 14, 2018

Applicant

Dory Doud
Commerce Centre LLC
25528 Genesee Trail Road
Golden, CO 80401

Property Owners

Dory Doud
Commerce Centre LLC
25528 Genesee Trail Road
Golden, CO 80401

Engineer

Shawn Arnoldi
William H. Smith & Associates
404 N Street, Suite 201
Rock Springs, WY 82901

Project Location

1575 Dewar Drive

Existing Zoning

B-2 (Community Business)

Property Owner Notification

Mailed to owners within 200'

Previous P&Z Action

10/8/07 – Phase 1 Site Plan Approved
9/10/08 – Phase 2 Site Plan Approved
3/11/09 – Phase 3 Site Plan Approved

Previous City Council Actions

8/4/09 – Condominium Map Approved
8/26/09 – Condo Map Revision #1
Approved

Ordinance References

§16-503

Staff Representative

Steve Horton AICP City Planner

Attachments

- Application
- Public Notice
- Utility Review Comments
- Adjacent Property Notice / Owners

Request

Request for Condominium Map Revision No. 2

Background

The Commerce Centre Condominium was submitted to the City as three different phases. Each phase was approved as a Major Site Plan by the Planning & Zoning Commission. The timeline for these approvals is as follows:

10/8/07 – Phase 1 Major Site Plan Approved

9/10/08 – Phase 2 Major Site Plan Approved

3/11/09 – Phase 3 Major Site Plan Approved

Following approval of Major Site Plans for Phases 1,2,3, the Condominium Map was approved by the City Council on 8/4/09. Condominium Map Revision #1 was approved by the City Council on 8/26/09.

The City of Rock Springs Zoning Ordinance does not include regulations for condominium maps. The Major Site Plan process was used and Wyoming State Statutes – Condominium Act was followed:

- Staff reviewed and processed each phase of the project as a Major Site Plan.
- Following Major Site Plan approval of all phases, a Condominium Map was prepared.
- The Condominium Map was prepared in the format as a Final Subdivision Plat.
- The Condominium Map was submitted to the City Council for review and approval.
- The Condominium Map was recorded with the County Clerk as a Final Plat

Proposed Changes

The proposed revisions for this condominium map are listed as follows:

Building A: increase from 5 units to 9 units

Building B: increase from 1 unit to 3 units

Building C: increase from 2 units to 4 units

Building D: 1 unit no change

Building E: 1 unit no change

Building F: 1st Floor: 1 unit no change

2nd Floor: increase from 3 units to 6 units

3rd Floor: decrease from 2 units to 1 unit

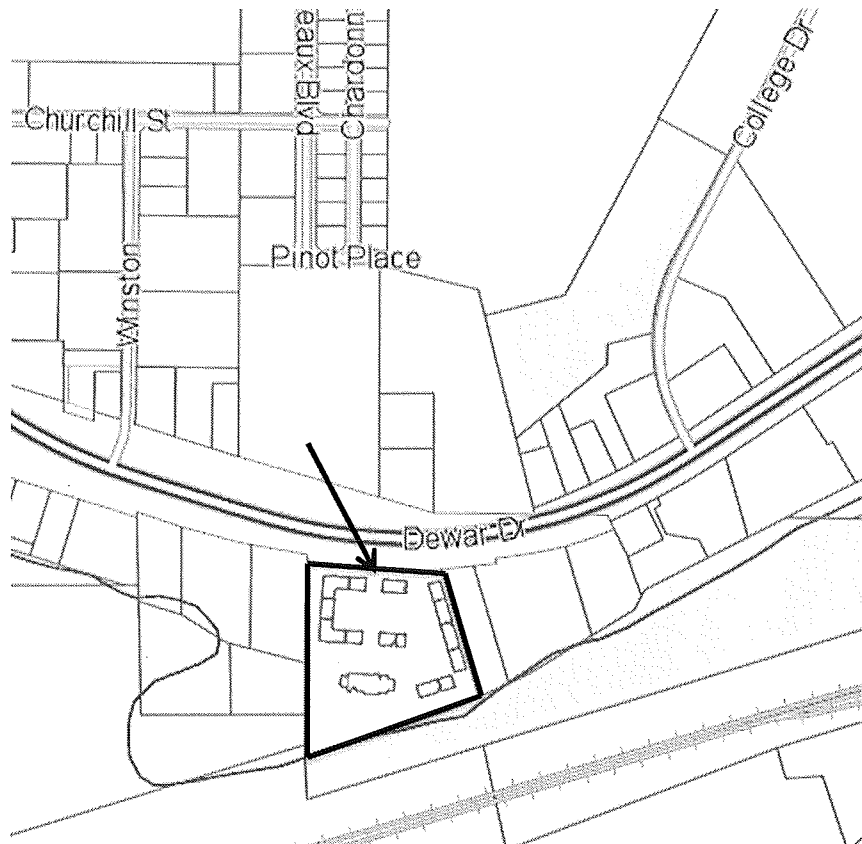
4th Floor: increase from 3 units to 4 units

Project Name:

Commerce Centre Condo Revision 2

Size and Location

9.603 acres



Number of Units: Increase from 18 to 30

Smallest Unit Size: 733 sq. ft

Largest Unit Size: 12,682 sq. ft

New Public Street Construction: none

Surrounding Land Use and Zoning

North – B-2 (Community Business)

South – B-2 (Community Business)
I-1 (Light Industrial)
I-2 (Heavy Industrial)

West - B-2 (Community Business)

East - B-2 (Community Business)

Property Owner Notification

Property owner notices were mailed to property owners located within 200 feet of the boundaries of the proposed subdivision.

Utility Review Committee Comments

The Utility Review Committee comments are attached.

Staff Recommendation

Staff will make a formal recommendation following public comment at the meeting. The following is required following approval of the Condominium Map.

1. Recording Fee of \$75.00 made payable to Sweetwater County. Additional Recording Fees are required for the Declaration which must be recorded.



2015
CITY OF ROCK SPRINGS
REVISED CONDOMINIUM MAP
APPLICATION

RECEIVED
9-28-18

Planning & Zoning Division
212 D Street
Rock Springs WY 82901
307.352.1540 (phone)
307.352.1545 (fax)
Jennifer Shields, City Planner
Denise Boudreault, Asst City Planner

Staff Use Only:

Date Received 10-2-18 File Number: P2-18-00172
Payment Information:
Amount Received: \$50.00 Received by: Steve Horton
Cash or Check Number: 001049 Receipt Number: P2-2018-10-04-00841
Date Certified as Complete Application: 10-2-18 By: Steve Horton

A. REVISED CONDOMINIUM MAP NAME / ORIGINAL CONDOMINIUM MAP NAME:

Commerce Centre Condominium Map - Revision No.2 / Commerce Centre Condominium Map - Revision No.1

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.

Petitioner Information:

Petitioner Name: Dory Doud
Company Name: Commerce Centre LLC
Street Address: 25528 Genesee Trail Road
City: Golden State: CO Zip Code: 80401
Email Address: dory@doudbls.com
Phone Number: 303-881-2665 Fax Number: _____
(including area code) (including area code)

Property Owner Information:

Name: Same As Above
Company Name: _____
Street Address: _____
City: _____ State: _____ Zip Code: _____
Email Address: _____
Phone Number: _____ Fax Number: _____
(including area code) (including area code)

Engineer / Surveyor Information:

Name: Shawn M. Arnoldi, P.E.
Company Name: WHS
Street Address: 404 N. Street Suite 201
City: Rock Springs State: WY Zip Code: 82901
Email Address: sarnoldi@whsmithpc.com
Phone Number: 307-362-6065 Fax Number: 307-362-6064
(including area code) (including area code)

A REVISED CONDOMINIUM MAP APPLICATION shall be required for any amendment to an already approved and recorded Condominium Map, except for the correction to any drafting or surveying errors. Generally, Revised Condominium Maps shall follow the procedures for Resubdivision, as established by the City of Rock Springs Subdivision Ordinance (Article 16).

C. ANSWER THE FOLLOWING ON THE SPACE PROVIDED:

1. Total acreage of revised condominium map: 9.603 Acres
2. Date original condominium map recorded: 12/31/09
3. Provide a detailed description of the nature of the changes, including new units created, changed units, etc. (attach separate sheet, if necessary):
Many of the buildings have new units and/or changes to the units.
4. Name of new condominium map (created by revision, i.e. "Silverado Building F, Revision 1"):
Commerce Centre Condominium Map - Revision No. 2

MINOR REVISION: If the Revised Condominium Map DOES NOT increase or decrease the number of units from the originally platted Condominium Map AND does not create a change in the exterior dimensions of the structure(s) OR otherwise impact drainage, parking, fire lanes or driveways, complete and submit sections marked "MINOR".

MAJOR REVISION: If the Revised Condominium Map changes the number of units OR creates a change in the exterior dimensions of the structure(s) OR otherwise impacts drainage, parking, fire lanes or driveways **COMPLETE ALL SECTIONS** of this Application Form marked "MAJOR".

D. INSTRUCTIONS FOR FILING / SUBMITTAL CHECKLISTS:

This checklist must be completed and submitted as part of the Revised Condominium Map Application. All items listed within this checklist shall be submitted with the application and/or shown on the Revised Condominium Map. Items that need to appear on the map are listed under "Map Items". Any missing information shall constitute an INCOMPLETE application. INCOMPLETE applications will be returned and will NOT be reviewed by the City of Rock Springs until a COMPLETE application is submitted.

- ☒ Revised Condominium Map Application (including checklist) completed and signed. NOTE: It is mandatory that all property owners of record sign the application. Applications missing the property owner of record's signature(s) shall be deemed as incomplete. (Major/Minor)
- ☒ Condominium Map Revision Fee - Payment of the total amount of the Condominium Map Revision Fee - \$50.00 (Minor) / \$100.00 (Major)
- ☒ Condominium Map Revision - Major - 6 full size copies of the revised original approval instrument for the project, i.e, Major/Minor Site Plan or Final Development Plan (PUD), application form and all supporting documentation. In addition to the 6 full size copies, one reduced copy no larger than 11" x 17" must also be submitted. [Note: This may be omitted if the revision does not make any changes to the Site Plan or PUD].
- ☒ Condominium Map Revision - Major & Minor - 6 full size copies of the Condominium Map Revision and all supporting documentation. In addition to the 6 full size copies, one reduced copy no larger than 11" x 17" must also be submitted. (Fold all pages in accordance with Diagrams 1 & 2).

- ☒ 2 Copies of the Revised Condominium Declaration of Covenants or other document establishing the ownership and maintenance of Common Elements/Areas. For Revised Condominium Maps prepared within two (2) years of the original Condominium Map/Declaration Filing, only the revised pages of the Declaration of Covenants (or equivalent) shall be required unless a new declaration is being filed. If a new declaration is required, all pages shall be required to be submitted for review by the City. (Major/Minor) No Revisions
- ☒ Title Opinion - Evidence satisfactory to the City must be submitted showing all taxes and assessments due on the property contained within the Revised Condominium Map have been paid in full, showing title or control of the property to be mapped and showing the property to be mapped as free and clear of any liens. An attorney's title opinion or ownership and encumbrance report from a land title company shall be considered satisfactory evidence. Such an opinion or report shall also note any reservation for mineral rights and the existence of any mineral or oil and gas leases. Title opinion shall be dated within two weeks of the date of submittal of the Revised Condominium Map application. (Major/Minor)

E. CONDOMINIUM MAP REVISIONS (MAP ITEMS – MAJOR & MINOR)

- ☒ The Revised Condominium Map shall be prepared and certified to its accuracy by a registered land surveyor licensed in the State of Wyoming.
- ☒ In addition to the required copies listed above, the signed mylar of the Revised Condominium Map must be submitted to the Planning Department as part of the application submittal. (NOTE: Mylar may be submitted only after staff review of Revised Map is complete)
- ☒ The Revised Condominium Map shall be clearly and legibly drawn in black, waterproof India ink upon tracing linen, mylar of .004 inch in thickness (minimum) or some similar stable base material.
- ☒ Required affidavits, certificates and acknowledgements shall be legibly printed on Revised Condominium Map in opaque ink.
- ☒ Sheet size of all Revised Condominium Map shall be 24" high by 36" wide.
- ☒ Information on the Revised Condominium Map shall be so positioned that a 1 ½" margin remains on the left side and a ½ " margin is left on the three remaining sides.
- ☒ Prepared at a scale of 1" = 100' or larger.
- ☒ Each sheet of the Revised Condominium Map shall be numbered and the total number of sheets comprising the map shall be stated on each sheet (for example: Sheet 2 of 4). The relationship of one sheet to the other shall be shown by key maps and by match lines.
- ☒ The submitted Revised Condominium Map shall contain the notarized signatures of the owner or owners, mortgagees, or others with an equitable or legal interest in the land of whatever nature and the signature of the registered land surveyor. In addition, the mortgagees, if any, shall provide the City with a letter confirming that they are aware of the Revised Condominium Map subdivision and concur with the map filing.
- ☒ The name of the Revised Condominium Map at the top center of each sheet. The name shall be unique and shall include the following:

(New Name of Condominium Map), Revision (Revision Number)
(A revision of (unit/building, if applicable) of (Name of Original Condominium Map))

- ☒ General location of the Revised Condominium Map by section, township, range, county, and state, entered under the name of the Revised Condominium Map.
- ☒ Date, scale and north arrow.
- ☒ Boundary lines of the lot(s) in a heavy solid line.
- ☒ Legal description of the Revised Condominium Map boundary based on an accurate traverse, giving bearing and linear dimensions that result in a maximum allowable error of closure on one (1) part in ten thousand (10,000).
- ☒ The location and description of the point of beginning and its proper reference to the monumented boundary survey.
- ☒ Location and description of all monuments.
- ☒ Bearings, distances, and curve data of all perimeter boundary lines indicated outside of the boundary lines. In addition, this information shall be provided for each Revised Condominium Map Unit.
- ☒ On curved boundaries and on all curves within the Revised Condominium Map, sufficient data to allow the reestablishment of the curves on the ground.
- ☒ The location and layout of lots, blocks, tracts, streets, alleys, easements, and other public grounds within and immediately adjoining the Revised Condominium Map, with accurate dimensions in feet and one-hundredths of feet (1/100), bearings, curve data, length of radii and/or arcs of all curves.
- ☒ Drainage easements and drainage detention areas, clearly labeled as such and a note indicating the ownership and maintenance responsibility of the drainage easements and drainage detention areas.
- ☒ Geographic Ties – The Revised Condominium Map shall contain a page(s) with geographic ties (bearing and distance) from a monumented and legally described property corner to each unit within the Revised Condominium Map. For multi-storied buildings, a page shall be included depicting said ties for each floor of the Condominium structure.
- ☒ A notation of the Unit Number, Building Number (preferably by address) and Square Footage shall be placed in the center of each Condominium Unit.
- ☒ Building Elevation – For Revised Condominium Maps containing multi-story buildings, an Elevation Page shall be included. Said page shall include the following:
 - Profile of building, including all floors
 - Finished floor elevation for each floor of the building
 - Distance between finished floor and building elements held in common, by floor
- ☒ The names of all streets.
- ☒ Parcels completely or partially surrounded by the area to be included in the Revised Condominium Map shall be clearly marked "EXCEPTED," and the common boundary with the Revised Condominium Map shown in a heavy solid line with bearings and distances.
- ☒ A notation of the total acreage of the Revised Condominium Map, the total number of units, the total number of buildings, the total number of units per building, the square footage of each unit, total

square footage of commonly held areas, and the total square footage of any public areas shall be made on the first page of the Revised Condominium Map document.

- ☒ Certificate of Dedication. A notarized certificate by all parties having any titled interest in or lien upon the land, consenting to the recording of the Revised Condominium Map and dedicating public ways, grounds, and easements (if applicable). All signatures shall be in permanent, black ink. Certification shall read as follows:

CERTIFICATE OF DEDICATION

Know all men by these presents that the undersigned (official name of the Property Owner), being the owner, proprietor, or parties of interest in the land shown on this Condominium Map, do hereby certify:

That the foregoing Condominium Map designated as (name of Condominium), is located in (Section, Township, Range, City, County, State), and is more particularly described as follows:

(Insert full legal description)

And contains an area of ____ acres, more or less, and that this Condominium Map, as it appears on this map, is made with the free consent and in accordance with the desires of the undersigned owner(s) and proprietor(s), and that this is a correct map of the area as it is divided into units, and that the undersigned owner(s) of the land shown and described on this map do hereby dedicate for perpetual public use; all accesses, parking lots and easements for the purposes designated and other lands within the boundary lines of the map as indicated and not otherwise dedicated for public use.

Executed this ____ day of _____, A.D., 20____, by:

(Designation of interest: owner, mortgagee, etc.)

STATE OF WYOMING)
) SS.
SWEETWATER COUNTY)

The foregoing instrument was acknowledged before me this ____ day of _____, A.D., 20____, by _____ as a free and voluntary act and deed.

Witness my hand and official seal.

My commission expires:

Notary Public

On maps containing mortgagees, add:

The undersigned (name of Mortgagee), hereinafter MORTGAGEE, holds a mortgage in and to the property embraced by this Condominium Map, which mortgage was filed with the Clerk of Sweetwater County and Ex-Officio Recorder of Deeds at Book _____, Page _____. MORTGAGEE, by his signature on this plat, consents to the dedication made herein and specifically releases all accesses, parking lots and easements and other areas dedicated for public use, as listed and described on this Condominium Map from the aforementioned mortgage.

- ☒ Certificate of a registered land surveyor as stated in Section 16-503.(F).18. of the Rock Springs Subdivision Ordinance, with references to "plat" changed to "condominium map".
- ☒ Certificate of acceptance and approval by the City Council of the City of Rock Springs as stated in Section 16-503.(F).21. of the Rock Springs Subdivision Ordinance.

- ☒ Certificate for recording by the County Clerk and Recorder as stated in Section 16-503.(F).22. of the Rock Springs Subdivision Ordinance, with references to "plat" changed to "condominium map".
- ☒ In the case of a revision of an existing condominium map or portion of condominium map, a declaration statement shall appear above the Mayor's signature or below the title, as follows:

DECLARATION VACATING PREVIOUS CONDOMINIUM MAP

This Condominium Map is the revision of (Condominium Map or portion of Condominium Map being revised), as recorded in the Book of Plats, Page _____, of the records of the Sweetwater County Clerk. All earlier Condominium Maps or portions thereof, encompassed by the boundaries of this Condominium Map, are hereby vacated.

- ☒ Floodplain - If a Condominium Map lies within a one hundred (100) year floodplain, the following statement shall appear on the face of the map and all contracts and agreements relating to the Condominium Map: "THIS REVISED CONDOMINIUM MAP IS (OR THE FOLLOWING UNITS/BUILDINGS ARE) LOCATED IN THE ONE HUNDRED YEAR FLOOD PLAIN AS DEFINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY."
- ☒ Mined Areas - If a Condominium Map lies over a known mined area, the following statement shall appear on the face of the map and all contracts and agreements relating to the Condominium Map: "THIS REVISED CONDOMINIUM MAP IS (OR THE FOLLOWING UNITS/BUILDINGS ARE) LOCATED OVER KNOWN MINED AREAS."
- ☒ Indemnification Note – All Revised Condominium Maps shall contain the following note: "The City of Rock Springs, Wyoming is not responsible for, and will not accept, maintenance of private utilities, private streets, private landscape areas, or other private facilities within the property."
- ☒ Certificate of Developer – All Revised Condominium Maps shall contain certification by the developer, as follows:

CERTIFICATE OF DEVELOPER

The undersigned, being the owner, hereby agrees to be bound by the conditions and provision of the (Revised Condominium Map) Condominium Declaration, Condominium Map and (Site Plan or Final Development Plan, as applicable), and the governing zoning regulations, and to restrict and limit the location and development of all structures and the use of all land included within the Condominium Map to such conditions, provisions and regulations. It is further agreed that this Condominium Map shall be binding upon not only the undersigned, but their successors and assigns in interest as well. It is understood that the Condominium Map may be amended only in accordance with the amendment procedures established by the City of Rock Springs.

 (Property owner name)
 (Property owner address)
 (Property owner telephone number)

STATE OF WYOMING)
) SS.
 SWEETWATER COUNTY)

The foregoing instrument was acknowledged before me this _____ day of _____, A.D., 20____, by _____ as a free and voluntary act and deed.

Witness my hand and official seal.
 My commission expires:

Notary Public

F. REVIEW PROCEDURE:

- ☒ Review for Complete Application - Within three (3) working days of submittal, the Planning Department shall review the application for conformance with the Revised Condominium Map submittal requirements. If the application does not conform to the submittal requirements, the application will be deemed as incomplete, the subdivider will be notified and the application will be returned.
- ☒ Agency Review – After it is determined that a complete submittal has been made, the Planning Department shall refer material to appropriate parties for review and comment. For Major Revised Condominium Maps, a utility review meeting will be held.
- ☒ Revised Condominium Map - Major - City review and approval of the revised planning document (Site Plan, Major Site Plan, Planned Unit Development) shall occur (refer to application forms for details) PRIOR TO scheduling the Revised Condominium Map for City Council Review, if changes are proposed that impact the Site Plan, Major Site Plan or PUD.
- ☒ Revised Condominium Map - Major - Upon being notified of the comments and any necessary approvals of reviewing agencies, the Planning Department shall forward the Revised Condominium Map and Condominium Declaration to the City Council for action. For those Condominium Maps processed via a Planned Unit Development, the PUD process shall be followed, with the Condominium Map considered in conjunction with the amended Final Development Plan, if changes are proposed that impact the PUD.
- ☒ City Council Review (Revised Condominium Map-Major) - The City Council shall review the Map. In reviewing the Map, the Council shall consider oral or written statements from the applicant, the public and City staff. The Council may approve, conditionally approve, deny or table the Map. If a disapproved Revised Condominium Map is modified and resubmitted to the City Council at a later date for their consideration, the Council may require the concurrent submittal of an updated ownership and encumbrance report or title opinion.
- ☒ Filing With County Clerk - Upon approval by the City Council of the Revised Condominium Map, the developer shall be responsible for Filing the Condominium Map / Condominium Declaration documents with the County Recorder. Receipt of the Recordation shall be submitted to the City within 60 days of City Council approval. If, however, a Condominium Map is accompanied by a Final Development Plan (PUD), the City shall obtain the recordation fee from the applicant and shall be responsible for recording all documents associated with the Revised Condominium Map.
- ☒ City Council Review (Revised Condominium Map-Minor) - The City Council has authorized the Mayor to sign Revised Condominium Maps containing minor revisions (see definitions above). Once staff has reviewed and the Mayor has signed said maps, the applicant will be contacted to record the Map & Supporting Documents. Receipt of the Recordation shall be submitted to the City within 60 days of City Council approval.

G. SUBMITTAL DEADLINES:

NOTE: Applications that are not RECEIVED by Noon on the Application Deadline will be postponed until the following 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 Meetings	February Meetings	March Meetings	April Meetings	May Meetings	June Meetings	July Meetings	August Meetings	September Meetings	October Meetings	November Meetings	December Meetings
Submittal Deadline -1st Meeting of the Month	12/6/2017*	1/22/2018	2/19/2018	3/19/2018	4/16/2018	5/21/2018	6/18/2018	7/16/2018	8/20/2018	9/17/2018	10/22/2018	11/19/2018
Council Meeting Date	1/2/2018	2/5/2018	3/6/2018	4/3/2018	5/1/2018	6/5/2018	7/3/2018	8/7/2018	9/4/2018	10/2/2018	11/5/2018	12/4/2018
Submittal Deadline - 2nd Meeting of the Month	12/20/2017*	2/2/2018	3/2/2018	3/27/2019*	4/27/2018	6/1/2018	6/29/2018	7/27/2018	8/31/2018	9/28/2018	11/2/2018	11/30/2018
Council Meeting Date	1/16/2018	2/20/2018	3/20/2018	4/17/2018	5/15/2018	6/19/2018	7/17/2018	8/21/2018	9/18/2018	10/16/2018	11/20/2018	12/18/2018

* Deadline moved due to Holiday.

NOTE: The dates above are approximate. The Revised Condominium Map will not be placed on the City Council Agenda until ALL required documents and approvals have been received and all necessary corrections have been made and reviewed.

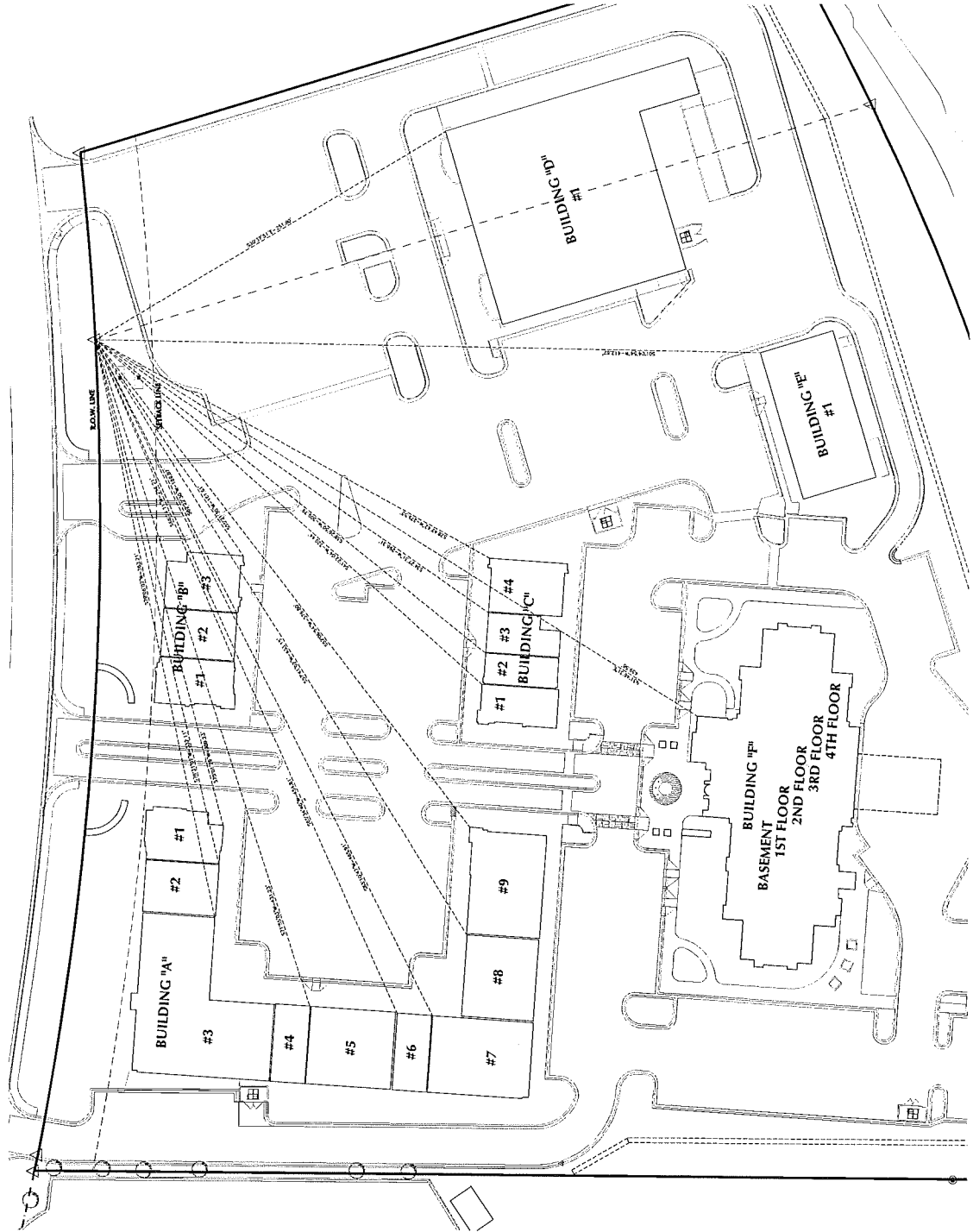
H. SIGNATURES REQUIRED:

I acknowledge that I have read and understand this application and the pertinent regulations. I further agree if the application is approved, I will comply with all pertinent regulations and conditions as set forth by the City of Rock Springs. I certify that the information provided with this application is true and correct. I further certify that I understand that any missing items shall constitute an INCOMPLETE application and that INCOMPLETE applications will be returned and will NOT be reviewed by the City of Rock Springs until a complete application is submitted.

Signature of Petitioner _____ Date 9/12/18
 Signature of Owner _____ Date 9/12/18
 Signature of Engineer _____ Date 9/20/18

Attach additional pages, if needed.

COMMERCE CENTRE
CONDOMINIUM MAP - REVISION NO. 2 - BUILDINGS "A" "B" "C" "D" "E" AND "F"
 A PARCEL LOCATED IN THE NE1/4 OF THE NW1/4 OF SECTION 3,
 T. 18 N., R. 105 W., OF THE SIXTH PRINCIPAL MERIDIAN,
 ROCK SPRINGS, SWEETWATER COUNTY, WYOMING



A PARCEL LOCATED IN THE NE1/4 OF THE NW1/4 OF SECTION 3,
T. 18 N., R. 105 W., OF THE SIXTH PRINCIPAL MERIDIAN,
ROCK SPRINGS, SWEETWATER COUNTY, WYOMING



CONDOMINIUM MAP - REVISION NO. 2 - BUILDINGS "A", "B" AND "C"

A PARCEL LOCATED IN THE NW1/4 OF THE NW1/4 OF SECTION 3,
T. 18 N., R. 105 W., OF THE SIXTH PRINCIPAL MERIDIAN,
ROCK SPRINGS, SWEETWATER COUNTY, WYOMING

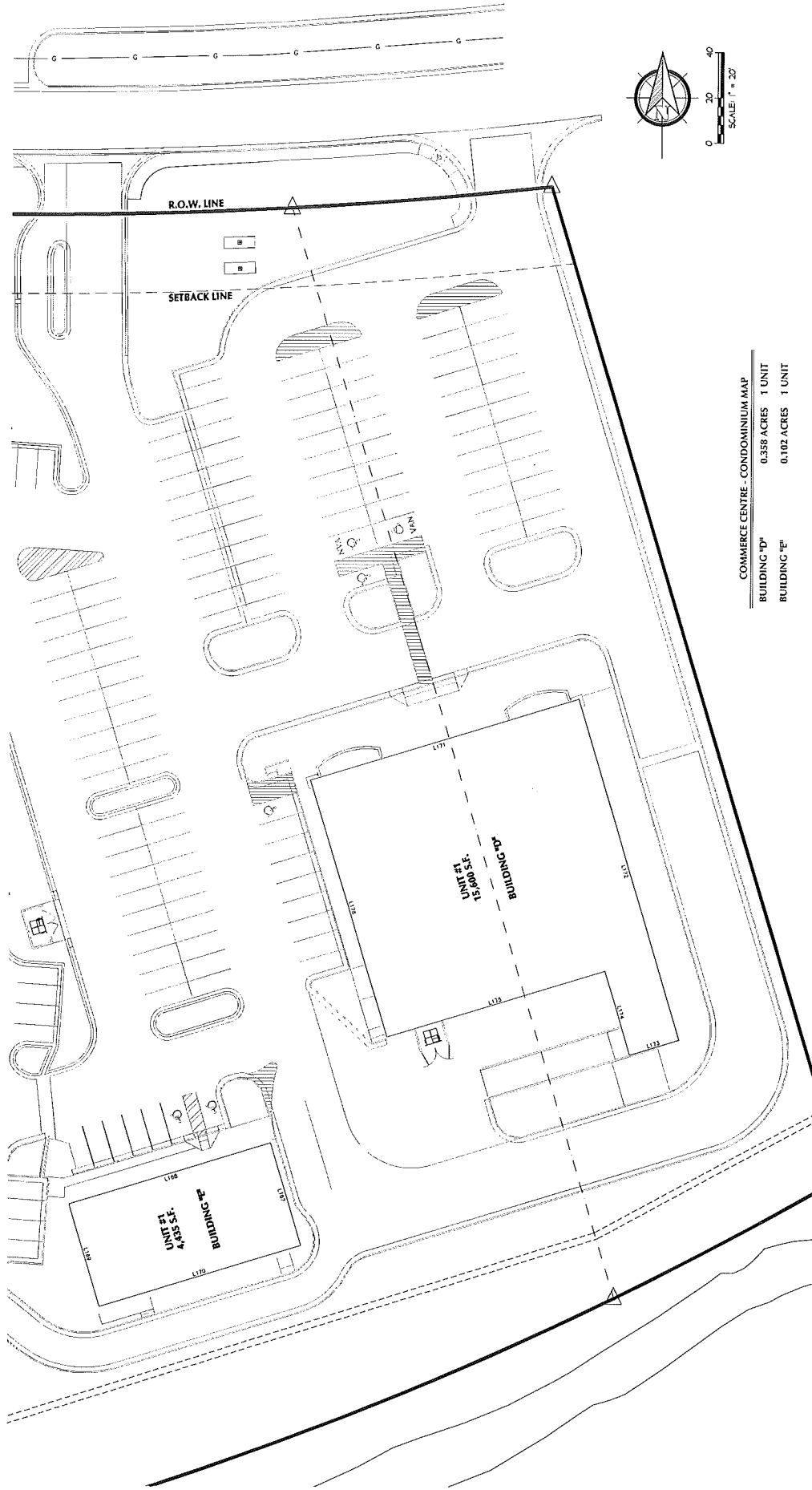
COMMERCE CENTRE - CONDOMINIUM MAP

BUILDING "A"	0.502 ACRES	9 UNITS
BUILDING "B"	0.097 ACRES	3 UNITS
BUILDING "C"	0.103 ACRES	4 UNITS



CONDOMINIUM MAP - REVISION NO. 2 - BUILDINGS "D" AND "E"

A PARCEL LOCATED IN THE NE1/4 OF THE NW1/4 OF SECTION 3,
T. 18 N., R. 105 W., OF THE SIXTH PRINCIPAL MERIDIAN,
ROCK SPRINGS, SWEETWATER COUNTY, WYOMING



COMMERCE CENTRE - CONDOMINIUM MAP			
BUILDING "D"	0.358 ACRES	1 UNIT	
BUILDING "E"	0.102 ACRES	1 UNIT	

**PUBLIC HEARING NOTICE
CITY OF ROCK SPRINGS
PLANNING & ZONING COMMISSION
NOVEMBER 14, 2018 AT 7:00 P.M.**

TAKE NOTICE that the Rock Springs Planning & Zoning Commission will hold public hearings in the Rock Springs City Hall Council Chambers at 7:00 p.m. on Tuesday, November 14, 2018, where all interested parties will have the opportunity to appear and be heard regarding the following applications:

- An application submitted by the City of Rock Springs to consider amending Chapter 13, Article 13-9 (ZONING) and Chapter 16, Articles 16-8 and 16-9 (SUBDIVISIONS) of the Ordinances of the City of Rock Springs.
- An application submitted by the City of Rock Springs to consider the vacation of a section of Blair Avenue between B Street and C Street.
- An application submitted by Dory Doud to consider Revision #2 of the Commerce Centre Condominium Map.

You may view a copy of the applications at the Rock Springs Planning Department Office, 212 'D' Street, Rock Springs, Wyoming or on the City's website at: www.rswy.net.

Dated this 27th day of October, 2018.

/s/ Stephen A. Horton, AICP
Secretary, Planning and Zoning Commission

Publish: October 27, 2018
Bill To: City of Rock Springs



Proposed Development: Commerce Centre Condo Map Revision #2

Utility Review Meeting: October 16, 2018

Utility Review Committee Comments:

Rocky Mountain Survey (Kent Felderman)

1. All property owners of record are required to sign the map (and the application??). Deed research indicates that there may be at least one additional owner within the development.
2. The title report appears to refer only to building "A" of the original development. Since there are a number of units being modified and since the land included within the development has been expanded beyond that contained in the current plat, it seems that the report should be expanded to include all of the affected area and properties.
3. The plat is required to contain notarized signatures of ALL owners, mortgagees, lien holders or other legal interests in the land. In addition, mortgagees are required to provide the city with letters confirming that they are aware of the RCM subdivision and concur with the map filing. Please verify and add, if any.
4. The legal description should be self-sufficient and made independent of prior deeds by inclusion of tie(s) to PLLS corner(s). Also the bounds references (to the Bk. 1073 parcel) are valid but should alternately include citations for the boundaries of the second (Bk 1213??) parcel boundaries where applicable.
5. Please verify that the deed reference labeled on the newly added parcel (1213/791) is accurate.
6. Noted minor deviations from the language specified for the certificate of dedication.
7. Survey monuments should be described in more detail (i.e. physical composition, origin, etc), either by legend or text at individual property corners.
8. Please assure all existing and proposed easements and/or encumbrances are properly shown on the main graphic, if any.
9. Please include mortgagee statement, if applicable.
10. It appears that portions of the development are affected by the FEMA flood designations. Please verify and if necessary, include statement on the map accordingly.
11. It appears that portions of the development are affected by the AML undermining designations. Please verify and if necessary, include statement on the map accordingly.
12. Application for RCM submittal is required to include Revised Condominium Declaration of Covenants. Please verify that these have been delivered.
13. If this submittal is being treated as a MAJOR, some instances require amended Final Development Plan (Application – Page7). Please verify if applicable.

City of Rock Springs Engineering Department (Meghan Jackson)

1. No issues

City of Rock Springs Wastewater Department (Nick Seals)

1. Plans approved

City of Rock Springs Fire Department (Rick Cozad)

1. No issues

City of Rock Springs Water Department (Clint Zambai)

1. Any changes to the City of Rock Springs System will need to be submitted and approved by the City of Rock Springs and Joint Powers Water Board
2. City of Rock Springs only bills through the existing master meter for the Commerce Center. Individual or reduction meters are not allowed.

City of Rock Springs Building Inspection Department (Jeff Tuttle)

1. All units must have their own restrooms, no sharing between units.
2. Fixture counts needed for each unit.

Dominion Energy (Josh Sargent)

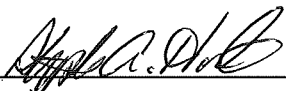
1. If gas loads change there may be a possibility of upsizing meter and/or service

Rocky Mountain Power (Kyle Graham)

1. RMP facilities shall be in easements to our metering on the buildings. Feeders through buildings should have agreements as condominiums

Wyoming Abandoned Mine Lands (Ryan Reed)

1. Property is undermined by abandoned mine workings at an approximate depth of 700/900 feet. No remediation action is necessary at this time.



Stephen A. Horton, AICP, City Planner

10-16-18

Date



Department of Public Services

212 D Street, Rock Springs, WY 82901

Tel: 307-352-1540 Fax: 307-352-1545

www.rswy.net

October 22, 2018

Dear Property Owner / Interested Party:

This letter is to inform you that a request has been made by Dory Doud for Commerce Centre Condominium Map Revision #2. Our records show that this property is located within 200 feet of property that you own.

The Rock Springs Planning and Zoning Commission will consider this request at a public meeting held on **Wednesday, November 14, 2018 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 November 14, 2018.

If you have any questions, please come by the City Planning Department at Rock Springs City Hall or call (307) 352-1540 and ask to speak with City Planning Staff.

Sincerely,

A handwritten signature in black ink, appearing to read "Stephen A. Horton".

Stephen A. Horton, AICP

City Planner

PEPPERTREE LTD LIAB CO
PO BOX 1257
ROCK SPRINGS, WY 82902-1257

DEWAR PROPERTIES LLC
5939 W CHANDLER BLVD
CHANDLER, AZ 85226-3422

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

COMMERCE CENTRE LLC
25528 GENESEE TRAIL RD
GOLDEN, CO 80401-9366

TIMBERLINE HOSPITALITIES LLC
800 WERNER CT STE 220
CASPER, WY 82601-1362

BROWER EQUITY LLC
1525 DEWAR DR
ROCK SPRINGS, WY 82901-5705

UNION PACIFIC RAILROAD CO
ATTN MICHAEL BATKO PROPERTY TAXES
1400 DOUGLAS STOP 1640
OMAHA, NE 68179-1001

November 14, 2018

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

Re: City Council Action Report


Dear Honorable Commissioners:

Please find a City Council Action Report for the following City Council meetings:

Council Mtg.	P&Z Item	Council Action
11/06/18	1. Petition for Zoning Map Amendment filed by Marko Vukovich requesting to amend from I-2 Heavy Industrial to R-6 Manufactured Home Residential for a 0.356 acre parcel adjacent to Rancho-Bridger Mobile Home Park, said parcel approximately 20 ft wide and abutting the entire length of the westerly property line. (Project #: PZ-18-00143, Staff Representative, Steve Horton, City Planner)	Approve

Please contact me if you have any questions regarding the foregoing.

Sincerely,



Stephen Horton, AICP
Director of Public Services/City Planner