



**PLANNING AND ZONING COMMISSION
MEETING AGENDA**

February 12, 2020

7:00 p.m.

ROLL CALL

ELECTION OF OFFICERS

1. Election of the 2020 Planning and Zoning Commission Chairman and Vice-Chairman. (In accordance with Section 1.b of the Planning and Zoning Commission's By-Laws, the Commission shall elect its officers at the February meeting of each year).

APPROVAL OF MINUTES

1. Review and approval of the December 11, 2019 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 HEARINGS

1. None

UNFINISHED BUSINESS

1. None

NEW BUSINESS

1. Request for Conditional Use Permit Approval, submitted by Jorge Arellano and Ivan Harrison, for adjusted front/corner setbacks on property addressed as 1210 McCabe Street. (Project # PZ-20-00034, Staff Representative: Laura Leigh, City Planner)

NOTIFICATION OF MINOR SITE PLANS AND STAFF APPROVED CONDITIONAL USE PERMITS

1. 12/11/2019 – 110 Elk Street – PZ-19-00375 – J&M Autosport & Repair, Minor Site Plan approval for change of use from auto sales to automotive repair.
2. 12/18/2019 – 88 Center Street – PZ-19-00377 – Jim Lever, Minor Site Plan approval for change of use from carpet/flooring sales to RV repair with no public access.
3. 1/10/2020 – Q Street – PZ-20-00016 – Amanda Schreurs, Conditional Use Permit approval for accessory structure exceeding the height of the primary structure.

PETITIONS AND COMMUNICATIONS

1. Written petitions and communications.
 - a. Request from the City Planner to change the date of the November 2020 Meeting.
 - b. Update on City Council actions.
2. Petitions and communications from the floor.

ADJOURNMENT

**PLANNING AND ZONING
COMMISSION MINUTES
December 11, 2019
Wednesday, 7:00 p.m.
City Hall, Rock Springs, Wyoming**

Commissioners Present:	Chairperson Matt Jackman Vice Chair Gary Collins Dan Kennedy	Sue Lozier Kevin Hardesty Emily Lopez Ken Fortuna Justin Lemon
Staff Present:	Laura Leigh, City Planner Cathy Greene, Senior Administrative Planning Tech	

CALL TO ORDER

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

ROLL CALL

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

APPROVAL OF MINUTES

Chairman Jackman asked the Commission for any corrections or additions to the Minutes from the November 13, 2019, Planning and Zoning Commission Meeting.

With no corrections or additions, Chairman Jackman asked for a motion to accept the Minutes as presented.

Commissioner Lozier: Motion to approve the Minutes as presented.

Commissioner Lopez: Second.

Vote: All in favor. Motion carried unanimously.

ACCEPTANCE OF STAFF REPORTS AND CORRESPONDENCE

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

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

Commissioner Hardesty: Second.

Vote: All in favor. Motion carried unanimously.

CHANGES TO THE AGENDA

None.

UNFINISHED BUSINESS

None.

PUBLIC HEARINGS

- 1. Request to amend the 2012 Master Plan Land Use Map from PRE to LDR and amend the Official Zoning Map from R-1 to R-2, property addressed as 200 Willow Street, submitted by Phillip Stanton. (Project # PZ-19-00339, Staff Representative: Laura Leigh, City Planner)**

Staff Report

Ms. Leigh presented the Staff Report dated December 11, 2019, to the Commission.

Notifications mailed November 22, 2019.

Public Hearing notice November 27, 2019.

Commissioner Questions for Staff

None.

Commissioner Questions for Applicant

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

Mr. Phillip Stanton came forward and explained his plans and that the property was for his parents.

There were no questions for the applicant.

Public Comments

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

There were none.

Chairman Jackman then asked for a staff recommendation.

Staff Recommendation

Ms. Leigh recommended: Based on the findings presented in the staff report, I would advise the Commission to recommend to the Governing Body approval of both the Master Plan Amendment and the Zoning Map Amendment as requested.

Commission Vote

Commissioner Lemon: Motion to approve with staff recommendations.

Commissioner Collins: Second.

Vote: All in favor. Motion carried unanimously.

- 2. Request for Preliminary Plat approval for the College Estates Subdivision, located southwest of the College Drive and Stagecoach Blvd. intersection, filed by Gerhard Tschabitzer of 1st Arrow Corporation. (Project # PZ-19-00346, Staff Representative: Laura Leigh, City Planner)**

Staff Report

Ms. Leigh presented the Staff Report dated December 11, 2019, to the Commission.

Notifications mailed November 21, 2019.

Public Hearing notice November 27, 2019.

Commissioner Dan Kennedy abstaining.

Commissioner Questions for Staff

Commissioner Lopez asked about the second entrance, Ms. Leigh stated that it will have to be worked out by final plat.

Commissioner Lemon disclosed that he has had conversations with the Gerhard Tschabitzer.

Commissioner Questions for Applicant

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

Gerhard Tschabitzer with 1st Arrow Corporation, came forward and gave information on what his plans are. There were no questions for the applicant.

Public Comments

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

Martin Adams came forward and stated they received a letter, his mom owns the one residential house in that area. She wanted a house with no neighbors or anything, so he convinced her to buy this house, so the biggest reason they are opposed is there are over 500 homes and lots for sale and not a need for more house lots. He understands some are held by developers, he is a builder himself so he knows this.

Chairman Jackman then asked for a staff recommendation.

Staff Recommendation

First, due to topography issues Ms. Leigh would recommend subdivision variance approval as requested. She would further recommend Preliminary Plat approval with the following conditions:

- 1) The requested subdivision variances, Master Plan Land Use Map Amendment and Zoning Map Amendments must be approved by the City Council. If they are not approved, a revised Preliminary Plat must be submitted.
- 2) All comments submitted by the Utility Review Committee shall be addressed with the final plat submittal.
- 3) The Final Plat shall conform to the Preliminary Plat and reflect the Subdivision Variance decision by the City Council.

Commissioner Fortuna asked about the zone change; Ms. Leigh explained the history and reason of zoning changes from commercial to residential and residential to commercial.

Commission Vote

Commissioner Hardesty: Motion to approve with staff recommendations.

Commissioner Lopez: Second.

Vote: All in favor. Motion carried unanimously. (Commissioner Kennedy Abstained)

3. **Request to amend the 2012 Master Plan Land Use Map from C to LDR and amend the Official Zoning Map from B-2 / B-2(CD) to R-1, property located southwest of the College Drive and Stagecoach Blvd. intersection, filed by Gerhard Tschabitzer of 1st Arrow Corporation. (Project # PZ-19-00347, Staff Representative: Laura Leigh, City Planner)**

Staff Report

Ms. Leigh presented the Staff Report dated December 11, 2019, to the Commission.

Notifications mailed November 21, 2019.

Public Hearing notice November 27, 2019.

Commissioner Dan Kennedy abstaining.

Commissioner Questions for Staff

There were none.

Commissioner Questions for Applicant

There were none.

Public Comments

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

There were none.

Chairman Jackman then asked for a staff recommendation.

Staff Recommendation

Based on the findings that Ms. Leigh presented in the staff report, she would advise the Commission to recommend to the Governing Body approval of both the Master Plan Amendment and the Zoning Map Amendment as requested.

Commission Vote

Commissioner Collins: Motion to approve with staff recommendations.

Commissioner Lozier: Second.

Vote: All in favor. Motion carried unanimously. (Commissioner Kennedy Abstained)

NEW BUSINESS

1. **Request for Conditional Use Permit Approval, submitted by Marlene Chavez, for the construction of an oversized detached garage on property addressed as 1220 Winchester Blvd. (Project # PZ-19-00342, Staff Representative: Laura Leigh, City Planner)**

Staff Report

Ms. Leigh presented the Staff Report dated December 11, 2019, to the Commission.

Commissioner Questions for Staff

Commissioner Collins asked about send out the notices to the neighbors, but it's new and there aren't a lot of neighbors, so someone that buys the adjacent property doesn't really get a say in having a monstrous garage in their neighborhood; Commissioner Lopez stated they get to decide to buy or not, it's almost better than being a neighbor. Ms. Leigh stated that everything is public record so all potential buyers can always contact the City to see if there is anything planned in the area.

Chairman Jackman asked with more of these oversize driveways and garages, how we can make sure they aren't pushing snow into the streets. Ms. Greene stated there is no way to regulate it, besides calling it in when you see it happening and they can be issued a summons.

Commissioner Questions for Applicant

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

There were none.

Chairman Jackman then asked for a staff recommendation.

Staff Recommendation

At a minimum, Ms. Leigh recommends the following conditions of approval be attached if approved:

1. The applicant is responsible to comply with all comments/conditions of the Utility Review Committee.
2. The garage shall only be used for personal residential garage use.
3. All driveways leading to a detached garage shall be paved with asphalt or concrete up to the fence line separating the front yard from the back yard, or in the case where no fence is present, to the front building line of the principal structure. Submit a revised site plan showing the driveway.
4. Construction shall conform to the approved site plan and application, including required setbacks from property lines. Eaves, gutters and awnings shall not be located any closer than three (3) feet from the side and rear property line. Any changes to building location shall require submittal of a revised site plan.
5. A surveyor's certificate is to be provided attesting that an inspection of the property pins and setbacks conform to the approved site plan prior to footing inspection (measured from the footing forms).
6. All driveways leading to a detached garage shall be paved with asphalt or concrete up to the fence line separating the front yard from the back yard, or in the case where no fence is present, to the front building line of the principal structure. Submit a revised site plan showing the driveway.
7. Height of the garage shall not exceed the height of the principal structure.
8. Planning approval does not constitute building permit approval. Contact the City of Rock Springs Building Department to obtain a building permit for the garage.

Commission Vote

Commissioner Lopez: Motion to approve with staff recommendations.

Commissioner Kennedy: Second.

Vote: All in favor. Motion carried unanimously.

**NOTIFICATION OF MINOR SITE PLANS /
STAFF APPROVED CONDITIONAL USE PERMITS**

1) None.

PETITIONS AND COMMUNICATIONS

1) Written petitions and communications.

a. Update on City Council Actions

Request from Rob Debernardi, his original meeting for City Council was going to be the first week in December, and he requested to move it to December 17, 2019.

2) Petitions and communications from the floor.

There were none.

ADJOURNMENT

With no further business, the meeting was adjourned at 7:46 p.m.

These minutes approved by the Rock Springs Planning and Zoning Commission by vote this

_____ day of _____ 2019.

Laura Leigh, Secretary, Planning & Zoning Commission

REPORT SUMMARY			
Agenda Item:	New Business #1	Project Number:	PZ-20-00034
Project Name:	Arellano/Harrison Adjusted Setback Conditional Use		
Project Address:	1210 McCabe Street (to be reassigned if approved to 401 P Street)		
Property Legal Description:	Lot 1, Block 18, Central Coal & Coke Company's Second Addition		
Project Description:	Consideration of a Conditional Use Permit Application to allow for adjusted front setbacks (front property line and corner property line) for new single-family residential construction.		
Applicant:	Jorge Arellano and Ivan Harrison 1404 10 th Street Rock Springs, WY 82901	Property Owner:	Jorge Arellano and Carmen Harrison P.O. Box 537 Rock Springs, WY 82902
Engineer:	N/A	Surveyor:	UESI (Dave Johnson) 2634 Commercial Way Rock Springs, WY 82901
Public Notification:	Adjacent Property Letters Mailed January 29, 2020; Public Hearing Notice – Not Required for Conditional Use Permits		
Current Master Plan Land Use Designation:	LDR (Low Density Residential)	Proposed Master Plan Land Use Designation:	N/A
Current Zoning District	R-2 (Low Density Residential)	Proposed Zoning District	N/A
References:	<ul style="list-style-type: none"> Rock Springs Zoning Ordinance §13-801 Residential Zoning Districts Rock Springs Zoning Ordinance §13-905 Procedure for Conditional Use Permit Approval 		
Exhibits:	<ul style="list-style-type: none"> A. Application B. Site Plan and Building Plans C. Neighborhood Setback Map D. Adjacent Property Owner Letter 		

PETITION:

The applicants are requesting Conditional Use Permit approval for an adjusted front yard setback from P Street of 14.94 feet (typical is 20') and an adjusted corner setback from McCabe Street of 10.83 feet (typical is 20') for a proposed new house to be located on property that is currently addressed as 1210 McCabe Street, Rock Springs, Wyoming.

In accordance with §13-801.C(1) of the Rock Springs Zoning Ordinance, "...when more than 25 percent of the lots fronting one side of the street between intersections are occupied by structures having setbacks from the street right-of-way of lesser amounts than hereinafter required by this Ordinance, the average setback of all existing buildings between the intersection shall be considered an established setback and shall be maintained by all new or relocated structures. When a building is to be built where there is an established setback less than that required by this Ordinance, and there is an existing building on only one contiguous side, the front setback for the new building shall be no greater than that of the existing building on the one side which is contiguous to and contains a building."

As noted on the application (**Exhibit A**), the applicants are planning to remove the dilapidated house, garage, and shed from the property and construct a new single-family structure with an attached garage. The property is located in the Central Coal & Coke Company's Second Addition to the City of Rock Springs subdivision, which was platted in 1922. The property, as recorded, is 50' x 120'. The applicants are requesting to adjust the front and corner setback, as shown on the Site Plan (**Exhibit B**), to better maximize the use of the property and to align the new structure with the established setbacks of the surrounding neighborhood. The applicants have provided a neighborhood setback map (**Exhibit C**) that shows the established setbacks, not only within the block that this property is located within, but also several additional blocks to show the setback trends within this neighborhood.

It should be noted that although the adjusted setback language refers to adjusted "front" setbacks, corner yards have the same setback requirements as front yards. Since the main purpose of requiring setbacks is to keep structures aligned within a neighborhood, it is staff's determination that the adjustment would apply to both front and corner setbacks.

As shown in Exhibit C, there is only one property adjacent to this lot on the McCabe Street side. The applicants are proposing to maintain the established setback of 10.83 feet which is the setback of the principle structure located on Lot 12 of this block.

On the P Street side of the property, the applicants are proposing to place the new structure 14.94 feet from the property line to the covered porch (19.94 feet from the property line to the house). The neighborhood setback map only shows two of the structures located on the P Street side of the block. Based on the aerial imagery, the house located on Lot 4 appears to be in line with the structure located on Lot 3 (approximately 17 feet). These three structures have an average setback of approximately 15 feet. Although the §13-801.C(1) does not discuss the opposite side of the street, the three structures located on the opposite side of P Street (Lots 1-3 of Block 17) have an average setback of 12.71 feet.

PROPERTY LOCATION AND DESCRIPTION:

As shown in Figure 1, the property is located on the corner of McCabe Street and P Street. If approved, since P Street will be designated “front” of the new structure, the property will be reassigned the address of 401 P Street.



Figure 1: Location Map (2015 Aerial Photo)

Figures 2 through 6 are photos taken from the project site. You will notice the existing structures on the property that will be removed.



Figure 2: Project Site (picture taken from McCabe/P Street intersection looking East)



Figure 3: Project Site (Picture taken P Street looking East)



Figure 4: Project Site (Picture taken McCabe Street, center of lot looking South)



Figure 5: Project Site (Picture taken McCabe Street looking South)



Figure 6: Project Site (Picture taken McCabe Street/Alley Intersection looking Southwest)

UTILITY REVIEW:

The site plan was routed to the Utility Review Committee for comment on January 30, 2020. Other than approvals, the following comments were received:

- Rock Springs Engineering:
 - All deficient or missing public infrastructure (sidewalk, curb, gutter, etc.) along property frontage shall be placed and/or brought up to City standards prior to occupancy.
 - If the ADA ramp around the radius is missing, placement of a ramp shall be accordance with federal and City of Rock Springs standards.
 - Drainage shall not affect adjacent properties and shall be directed to the public ROW.
 - Any excavation into the public ROW shall be bonded with the City.
- Rocky Mountain Power: Power for this area of McCabe Street is fed from the overhead power line in the alley between P and Q Streets. There should be no problem serving the new house from the overhead system. Please call for service removal for demolition before you proceed with removal of existing structures.
- Centurylink: Centurylink has a pole line in the ROW running east/west on the northern side of the property along McCabe Street. Pole and cable will need to be avoided during construction.
- AML: Property is undermined by abandoned mine workings at an approximate depth of 150 feet. It is recommended that exploratory drilling be completed at the project location.

PUBLIC NOTIFICATION:

Public Meeting Notice letters were mailed to property owners located within 200 feet of the boundaries of the subject property on January 29, 2020. Refer to **Exhibit D**.

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

PROCEDURE:

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

STAFF RECOMMENDATION:

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

At a minimum, staff recommends the following conditions of approval be attached if approved:

1. The applicant is responsible to comply with all comments/conditions of the Utility Review Committee.
2. Construction shall conform to the approved site plan and application, including required setbacks from property lines. Any changes to building location shall require submittal of a revised site plan.
3. A surveyor’s certificate is to be provided attesting that an inspection of the property pins and setbacks conform to the approved site plan prior to footing inspection (measured from the footing forms).
4. The driveway shall be paved prior to occupancy.
5. Planning approval does not constitute building permit approval. Contact the City of Rock Springs Building Department to obtain a building permit for the garage.

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

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

- ☒ Adjusted Front Setback
- ☐ Bed and Breakfast Inn
- ☐ Corner Side Yard Attached Carport
- ☐ Detached Garage Exceeding 1,200sf
- ☐ Gas Pumps & Fueling Stations
- ☐ Lot Coverage Exceeding 50%
- ☐ Off-Site Parking
- ☐ Use of Explosives
- ☐ Other, please specify: _____

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

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

D. PLEASE ANSWER THE FOLLOWING ON THE SPACES PROVIDED:

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

trying to maximize use of lot space, for a larger home. for property improvements

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

smaller house with garage and small shed will be removed from property. New house with attached garage will be built.

E. SUBMITTAL REQUIREMENTS:

The following items are required for submitting a complete Conditional Use Permit / Site Plan Application and must be submitted in accordance with the submittal deadlines listed in Section G of this application. Applications submitted after the submittal deadlines as listed will be postponed until the following month. An incomplete application will not be reviewed and will be returned to the petitioner.

- ☐ Filing Fee - \$60.00
- ☐ 2 – Full-size Site Plan drawings drawn to scale (folded)
- ☐ 1 - 11x17 Site Plan drawing drawn to scale (if full-size drawing is larger than 11x17)
- ☐ 1 – PDF scanned at full-size of Site Plan drawing (submitted electronically to city_planner@rswy.net)
- ☐ Building Elevations / Architectural Drawings (drawn to scale)

F. SITE PLAN CHECKLIST

The following items shall be shown on your site plan (check them off as you consider each one):

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

G. APPROVAL PROCESS AND SUBMITTAL DEADLINES

CONDITIONAL USE PERMITS - STAFF LEVEL APPROVALS

Application submittal...	will be considered complete per Section E of this application.
Within 5 working days after application submittal...	Planning staff will notify all neighboring properties located within 200 feet of request.
At least 6 calendar days after application submittal...	a Utility Review meeting may be scheduled, dependent upon the type of application submitted.
No sooner than 10 calendar days after neighbor notification...	a Permit Determination shall be made. Permit Determination shall include such conditions as are deemed necessary to protect the health, safety and welfare of the community and surrounding neighborhood.
Within 10 working days of Permit Determination...	the decision of the Zoning Administrator may be appealed to the Planning & Zoning Commission via written request. Appeals to the Planning & Zoning Commission will following the Planning and Zoning Commission review process listed below.

CONDITIONAL USES REQUIRING PLANNING & ZONING COMMISSION REVIEW

NOTE: Applications that are not RECEIVED by **Noon** 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.

The Rock Springs Planning & Zoning Commission reserves the right to table an application. The meeting dates provided below are for reference only and are subject to change.

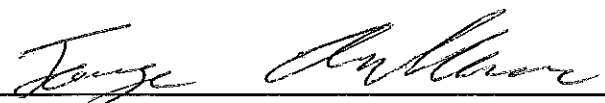
	January P&Z Meeting	February P&Z Meeting	March P&Z Meeting	April P&Z Meeting	May P&Z Meeting	June P&Z Meeting	July P&Z Meeting	August P&Z Meeting	September P&Z Meeting	October P&Z Meeting	November P&Z Meeting	December P&Z Meeting
Application Deadline	12/23/2019	1/27/2020	2/24/2020	3/23/2020	4/27/2020	5/22/2020*	6/22/2020	7/27/2020	8/24/2020	9/28/2020	10/26/2020	11/23/2020
Utility Review Committee Meeting (if required)	Utility Review Meetings are held at least 6 days after application submittal. Utility Review Meetings are generally held on Tuesday afternoons and are scheduled in the order in which applications are submitted. A memo will only be sent to the parties listed on the application. <u>The petitioner or an assigned representative is required to attend the meeting.</u>											
Adjacent Owner Notice	Property Owner Notices will be prepared by the City of Rock Springs and mailed to property owners within 200' of the effected property a minimum of ten (10) days prior to the Planning and Zoning Commission Public Hearing.											
P&Z Meeting**	1/8/2020	2/12/2020	3/11/2020	4/8/2020	5/13/2020	6/10/2020	7/8/2020	8/12/2020	9/9/2020	10/14/2020	11/11/2020 * Date TBD	12/9/2020

*Dates may be changed due to Holiday/City Hall Closures.

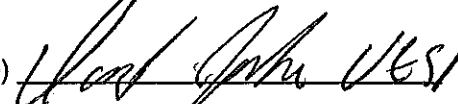
**It is necessary that the applicant or assigned representative attend the Planning & Zoning Commission meeting. Failure to attend may result in your application being tabled or denied.

H. SIGNATURE(S) REQUIRED:

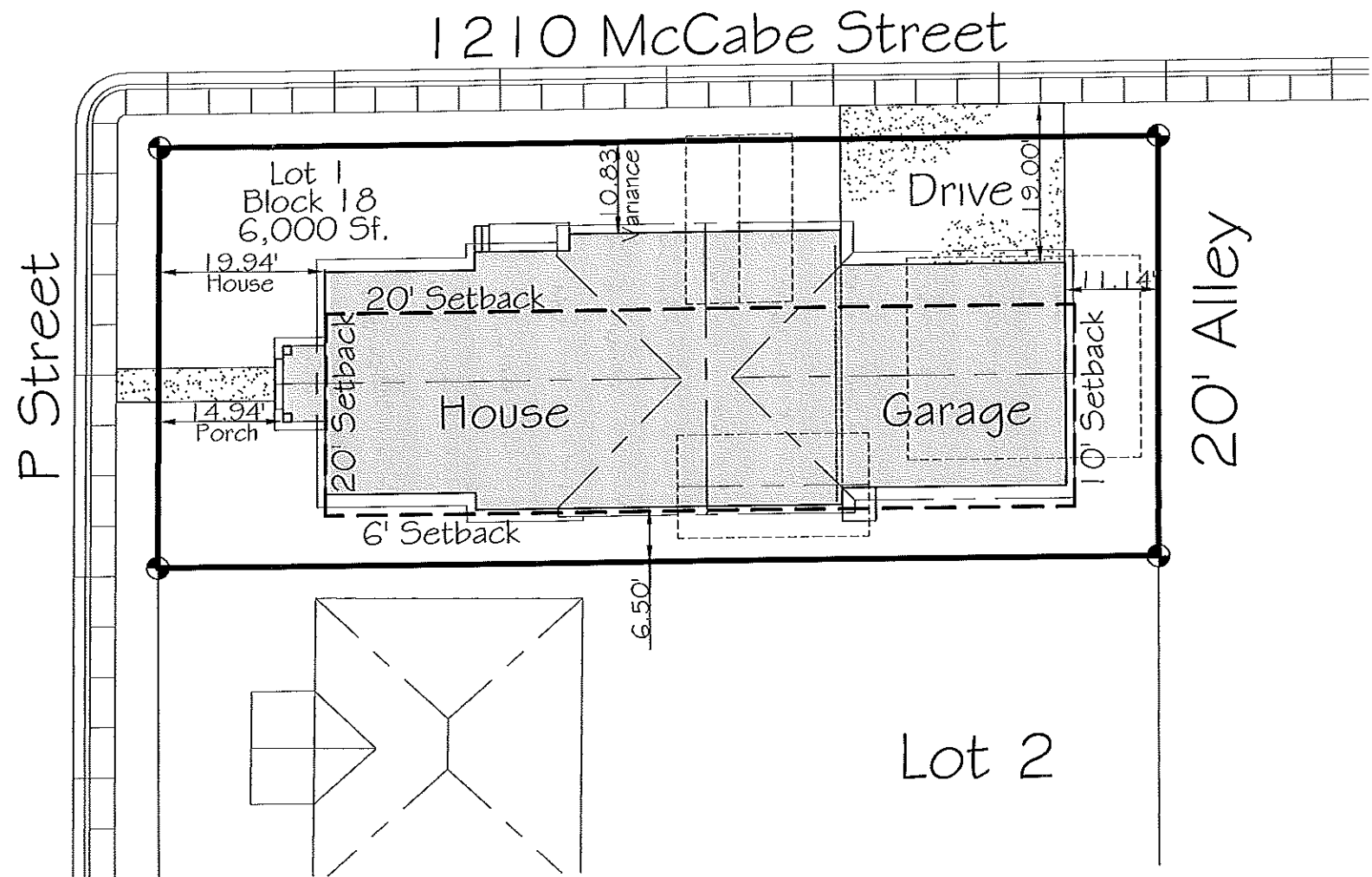
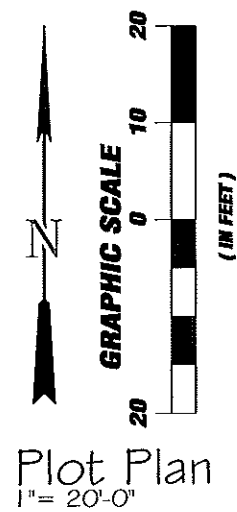
I acknowledge that I have read and understand this application and the pertinent regulations. I further certify that the information provided with this application is true and correct, and false or inaccurate information used by an applicant to secure compliance with the Zoning Ordinance shall be reason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

Signature of Applicant  Date 1-27-20

Signature of Owner  Date 1-27-20

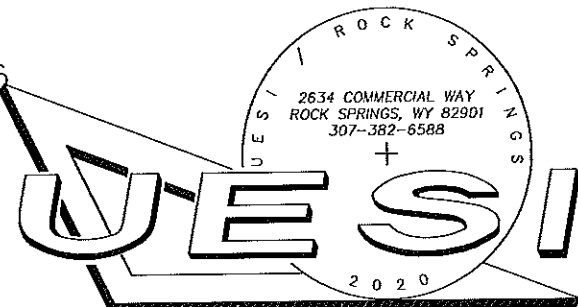
Signature of Engineer/Architect (if applicable)  Date 1-27-20

- Legend:
- Property Bdry.
 - House Footprint
 - Property Corner
 - Setback Line



1210 McCabe Street

LOT 1, Block 18 of the
CENTRAL COAL & COKE COMPANY'S
SECOND ADDITION
SECTION 36, T19N, R105W,
6th PM, ROCK SPRINGS
SWEETWATER COUNTY, WYOMING



DATE: 1/27/20 JOB #: 19-80-52 FILE: Plot Plan.dwg
ENGINEER: Ken Walker, P.E. Drawn By: Dave Johnson

This is a detailed architectural floor plan for a single-story house. The overall dimensions are 94' wide by 41'-2" deep. The layout includes a front porch, a large great room with a fireplace, a dining room, a kitchen with a breakfast nook, a master suite with a walk-in closet and a private bathroom, a second bedroom with a closet, a full bathroom, a laundry room, a mudroom, and a two-car garage. The plan also shows a deck, stairs leading down, and various closets and storage areas. Dimensions for each room and overall sections are provided in feet and inches.

Rooms and Dimensions:

- Great Room:** 18' x 32'-3"
- Dining Room:** 11'-5 1/2" x 11'-5 1/2"
- Kitchen:** 11'-5 1/2" x 5'-5 1/2"
- Master Suite:** 15'-3 1/2" x 9'-9 1/2"
- Master Bath:** 10'-10" x 6'-5"
- Master Closet:** 12'-0" x 12'-0"
- Room Bed:** 11'-9 1/2" x 12'-3"
- Room Bed:** 9'-0" x 9'-0"
- Bath:** 5'-5 1/2" x 5'-5 1/2"
- Laundry:** 5'-6" x 5'-6"
- Mud Rm.:** 5'-6" x 5'-6"
- Garage:** 26'-6" x 26'-6"

Other Features:

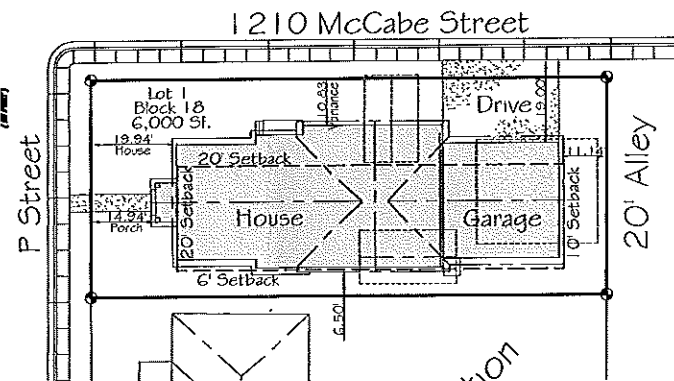
- Deck:** 11'-5 1/2" x 11'-5 1/2"
- Stairs:** Down to basement
- Closets:** 12' Nook & Shelf, 12' Nook & Shelf, 12' Nook & Shelf, 12' Nook & Shelf
- Coats:** 12' Nook & Shelf
- Covered Porch:** 32'-3" x 26'-6"

Main Floor Plan
1/4" = 1'-0" 1,891 SF.

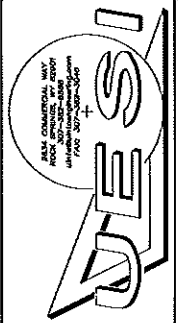
- Legend:
- Property Bdry.
 - House Footprint
 - Property Corner
 - Setback Line



Site Plan
1" = 20'-0"



Preliminary
Not For Construction



UESI / ROCK SPRINGS
2638 COMMERCIAL WAY
ROCK SPRINGS, WY 82901
PHONE: 307-382-6588
FAX: 307-382-3046
TOLL FREE: 1-800-479-3602
unta@untaengineering.com

STAMP

Schematic Plans:
1210 McCabe Street
Rock Springs, Wyoming
Prepared For:
Ivan & Yasmin Harrison
Rock Springs, Wyoming 82901

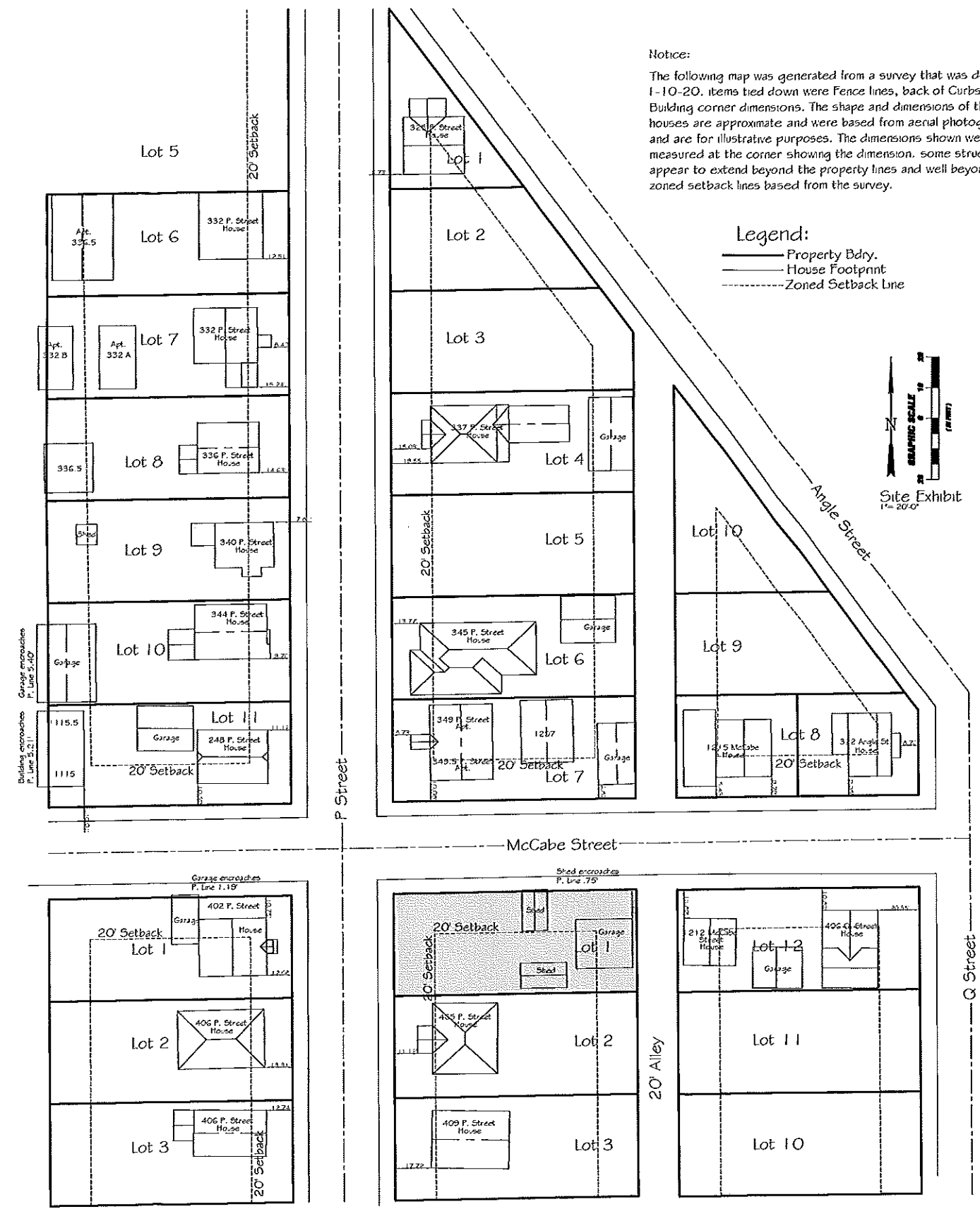
REVISIONS	
REV.	DESCRIPTION

JOB No.: 19-80-52
FILE: Schematic Plans
PROJECT: 19-80-52
DATE: 12-20-19
SCALE: As Shown
ENGINEER: N/A
SURVEYOR: N/A
DWG. BY: Dave Johnson

SHEET TITLE
SCHEMATIC
PLAN
A-1

SHEET: 1 of 1

EXHIBIT C - NEIGHBORHOOD SETBACKS



Notice:
The following map was generated from a survey that was done 1-10-20. Items tied down were Fence lines, back of Curbs, and Building corner dimensions. The shape and dimensions of the houses are approximate and were based from aerial photography and are for illustrative purposes. The dimensions shown were measured at the corner showing the dimension. Some structured appear to extend beyond the property lines and well beyond the zoned setback lines based from the survey.

STAMP

Schematic Plans:
1210 McCabe Street
Rock Springs, Wyoming
Prepared For:
Ivan & Yasmin Harrison
Rock Springs, Wyoming 82901

REVISIONS		
REV.	DATE	DESCRIPTION

JOB No.: 19-80-52
FILE: Schematic Plans
PROJECT: 19-80-52
DATE: 12-20-19
SCALE: As Shown
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SURVEYOR: N/A
DWG. BY: Dave Johnson

SHEET TITLE
SCHEMATIC
PLAN
A-1

SHEET: 1 of 1

EXHIBIT D - ADJACENT PROPERTY LETTER



Department of Public Services/Planning

212 'D' Street, Rock Springs, WY 82901

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

laura_leigh@rswy.net

January 29, 2020

Dear Property Owner / Interested Party:

This letter is to inform you that Jorge Arellano and Ivan Harrison have submitted a request for **Conditional Use Permit** approval for property located at **1210 McCabe Street**, Rock Springs, Wyoming. Records show that this property is adjacent to or near property you own (see map below). The following summarizes the application:

The applicant is requesting Conditional Use Permit approval for an adjusted front yard setback from P Street of 14.94 feet (typical is 20') and an adjusted corner setback from McCabe Street of 10.83 feet (typical is 20') for a proposed new house to be located on property that is currently addressed as 1210 McCabe Street, Rock Springs, Wyoming (see attached drawings).

In accordance with §13-801.C(1) of the Rock Springs Zoning Ordinance, "...when more than 25 percent of the lots fronting one side of the street between intersections are occupied by structures having setbacks from the street right-of-way of lesser amounts than hereinafter required by this Ordinance, the average setback of all existing buildings between the intersection shall be considered an established setback and shall be maintained by all new or relocated structures. When a building is to be built where there is an established setback less than that required by this Ordinance, and there is an existing building on only one contiguous side, the front setback for the new building shall be no greater than that of the existing building on the one side which is contiguous to and contains a building."

The Rock Springs Planning and Zoning Commission will consider this request at a public meeting held on Wednesday, February 12, 2020 at 7:00 p.m. in the Rock Springs City Hall Council Chambers, 212 'D' Street, Rock Springs, Wyoming. Interested persons or parties are encouraged to attend the meeting or submit written comments. Written comments will be accepted no later than Noon on February 12, 2020.

Sincerely,

A handwritten signature in black ink that reads "Laura Leigh".

Laura A. Leigh, AICP, CFM
City Planner

Enc.



ARELLANO JORGE A & HARRISON
CARMEN
PO BOX 537
ROCK SPRINGS, WY 82902-0537

BELL JOSHUA M & CORIE L
409 P ST
ROCK SPRINGS, WY 82901-6454

BOLTON JAMES C & BOTT CHANTELL R
340 P ST
ROCK SPRINGS, WY 82901-6453

CHABRE BENJAMIN N & DONNA J
337 P ST
ROCK SPRINGS, WY 82901-6452

CORNELL CARMELINDA A
415 P ST
ROCK SPRINGS, WY 82901-6454

FALER CLYDE M JR
414 1/2 Q ST
ROCK SPRINGS, WY 82901-6538

FEDERAL NATIONAL MTG ASSN
5600 GRANITE PKWY APT VII
PLANO, TX 75024-4126

FLANDERS SHIRLEY J
305 KOUFAX CT
MIDLAND, TX 79706-2952

FORTUNA GAIL A
1910 OPAL ST
ROCK SPRINGS, WY 82901-6641

GILBERT MEGAN C
410 Q ST
ROCK SPRINGS, WY 82901-6538

GONZALEZ JOSE A
PO BOX 434
ROCK SPRINGS, WY 82902-0434

GUNYAN ZACHAREY J
416 Q ST
ROCK SPRINGS, WY 82901-6538

HENDERSON EMILIA I
409 Q ST
ROCK SPRINGS, WY 82901-6537

HILL BUCKY T & THOMAS LORETTA
1114 MCCABE ST
ROCK SPRINGS, WY 82901-6451

IKEDA ALVIN K & JOCELYN A
7929 DUNCAN AVE S
SEATTLE, WA 98118-4214

LOPEZ DALLAS P & EMILY A
406 Q ST
ROCK SPRINGS, WY 82901-6538

MECHAMATION LLC
585 PROSPECT DR
ROCK SPRINGS, WY 82901-3249

ORTEGA EZEQUIEL H C/O ANTONIO
ORTEGA
318 ANGLE ST
ROCK SPRINGS, WY 82901-6502

PANKEY GEORGE L & MCQUEEN
MARJORIE
7980 CHASE CIR APT H
ARVADA, CO 80003-2559

PLEMEL DONNA L
408 P ST
ROCK SPRINGS, WY 82901-6455

RICE ROGER L & BONNIE M
302 N ST
ROCK SPRINGS, WY 82901-5333

RICHMOND TRACY D & CAROLYN A
345 P ST
ROCK SPRINGS, WY 82901-6570

RIVERA MAURIEL A & MARSHA D
405 P ST
ROCK SPRINGS, WY 82901-6454

SCHREURS AMANDA M
401 Q ST
ROCK SPRINGS, WY 82901-6537

SHUPE KAYCE J
409 I ST
ROCK SPRINGS, WY 82901-6438

THOMPSON KAY
339 P ST
ROCK SPRINGS, WY 82901-6452

VALDEZ JOSE L & RICA
423 P ST
ROCK SPRINGS, WY 82901-6454

VALDEZ RICA & JOSE L
419 P ST
ROCK SPRINGS, WY 82901-6454

WILLMORE SHAWNA L
402 P ST
ROCK SPRINGS, WY 82901-6455

WOODS LISA M
406 P ST
ROCK SPRINGS, WY 82901-6455

ZANETTI PAULA
845 BARTON RD LOT 69
POCATELLO, ID 83204-1822

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

JORGE ARELLANO & IVAN HARRISON
1404 10TH STREET
ROCK SPRINGS, WY 82901

February 6, 2020

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

Re: Request for Date Change for the November 11, 2020
Planning & Zoning Commission Meeting

Dear Honorable Commissioners:

As you are aware, Planning & Zoning Commission meetings are held on the second Wednesday of every month. In 2020, the second Wednesday in November falls on the 11th, which is Veteran's Day. Veteran's Day is a federal and local holiday and the City of Rock Springs offices will be closed. Therefore, the Planning & Zoning Commission meeting will need to be moved.

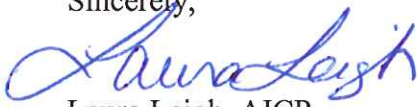
It is our recommendation the Commission consider moving the November 2020 meeting to Tuesday, November 10, 2020.

Based upon the Commission's action, the 2020 application forms will be adjusted to reflect the changed date. In addition, a reminder will be sent to the Commission, the Mayor's Office and local engineering firms in early October 2020 advising them of the changed meeting date.

Suggested Motion: *Move to change the date of the November 2020 Planning and Zoning Commission meeting from November 11, 2020 to Tuesday, November 10, 2020 due to a conflict with Veteran's Day, an official holiday for the City of Rock Springs.*

Thank you for your consideration.

Sincerely,



Laura Leigh, AICP
City Planner



City of Rock Springs Planning and Zoning Commission 2020 Meeting Dates

January 8, 2020

February 12, 2020

March 11, 2020

April 8, 2020

May 13, 2020

June 10, 2020

July 8, 2020

August 12, 2020

September 9, 2020

October 14, 2020

November 10, 2020*

December 9, 2020

*meeting changed to Tuesday, for holiday conflict



Department of Public Services

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

www.rswy.net

February 7, 2020

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:

Date of Council Meeting	P&Z Item	Council Action
December 17, 2019	Resolution 2019-163: A Resolution approving and accepting major amendments to the Phase 2 portion of the Preliminary Development Plan of the Sweetwater Station Addition Planned Unit Development.	Approved
January 7, 2020	Resolution 2020-01: A Resolution approving and accepting the Preliminary Plat and request for Subdivision Variances for the College Estates Subdivision.	Approved
January 7, 2020	Resolution 2020-02: A Resolution amending the "Official Land Use Map" of the Rock Springs Master Plan from C (Commercial) to LDR (Low Density Residential), 10.832 acres to be developed as the College Estates Subdivision	Approved
January 7, 2020	Resolution 2020-03: A Resolution amending the "Official Land Use Map" of the Rock Springs Master Plan from PRE (Parks, Recreation, and Environmental) to LDR (Low Density Residential) for property addressed as 200 Willow Street.	Approved
February 4, 2020	Ordinance 2020-01: An Ordinance amending the Official Zoning Map of the City of Rock Springs from Community Business B-2/B-2(CD) to Low Density Residential R-1, 10.832 acres to be developed as the College Estates Subdivision.	Approved at 3 rd Reading
February 4, 2020	Ordinance 2020-02: An Ordinance amending the Official Zoning Map of the City of Rock Springs from Low Density Residential R-1 to Low Density Residential R-2, property addressed as 200 Willow Street.	Approved at 3 rd Reading

Sincerely,

Laura Leigh, AICP
City Planner