



Public Services Development Summary: Planning and Building Divisions

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Department of Public Services

Planning Division:

The Planning Division handles both current and long range planning activities for the City of Rock Springs in order to ensure that all future development is consistent with the City's Master Plan and vision for the future. In addition to providing day to day support for the public, this Department's main responsibilities include the following:

- Coordinate the implementation of the City's Master Plan with the City Council and Department Heads.
- Administer the City's Zoning & Subdivision Ordinances in collaboration with the Planning & Zoning Commission and Board of Adjustment.
- Manage the utility review process for commercial and industrial developments.
- Provide floodplain administration.
- Oversee business licensing and home occupation permitting.
- Issue residential zoning permits (sheds, fences, driveways, etc.).
- Handle zoning code enforcement cases.

In 2015, Planning Division applications decreased by approximately 9% from the previous year, reflecting a noticeable slowdown in new commercial and industrial development. Major development projects for the year included the Microtel Inn & Suites (63 rooms), the FedEx Distribution Facility (26,795 square feet), and the Commerce Centre Revised Phase 3 (including a new Sportsman's Warehouse store).

Important projects for staff in 2016 will include the continued implementation of the City's Master Plan, participation with the City's Business and Economic Development Alliance, assistance with the Bunning Park Rehabilitation project, and continued support of the Bitter Creek Reconstruction Project.

Building Division:

During 2015, the Citizen Access portion of the new software system for the Building/Planning Departments went live giving the public a real time portal to monitor permits, inspections & registered contractors within the city. This is a time saving feature and allows contractors to effectively manage their jobs abroad; this portal can be accessed on the City's web page (RSWY.NET).

In 2015 the building division saw a slight decrease from the previous year in number of permits issued – 924 in 2014, compared with 916 in 2015. Valuation of permits decreased by 59% from the previous year with a total of 40.3 million dollars, reflective of several major construction projects undertaken in 2014. In 2015 there were 58 single family dwelling permits issued. This number is 19 less than 2014 when 77 permits were issued. Decreases were also seen in this issuance of Excavation/Grading permits (down from 23 to 17), the number of mobile home permits (up from 23 to 25), the number of non-residential permits (down from 26 to 14), and the number of other miscellaneous permits (up from 49 to 58). A slight increase was also seen in the addition/alteration/conversion permits (up from 702 to 730) and demolition permits (up from 7 to 14).

For 2016, the Building Division expects to see a minimal increase in construction activity from the previous year.

City Equipment & Maintenance Shop:

The shop had a busy year in 2015 maintaining and repairing the City's fleet of vehicles and equipment, including the following:

- 🔧 Police and Fire Department vehicles
- 🔧 Parks and Recreation vehicles, turf equipment, and the Zamboni
- 🔧 Streets Department vehicles, snow removal equipment, street sweepers, and heavy equipment
- 🔧 City wide emergency generators

In addition to our routine duties, our shop personnel assisted the URA with the Art Underground project making hangers and frames for the artwork showcased in the walking underpass, making handrails, welding jobs and other projects that needed mechanical assistance.

To assist us with our day to day activities, along with the increasing special services we perform, we added a 20' x 60' expansion to our shop. This addition is serving as a fabrication and welding area. In today's hard economic times, this new addition has served us well as we are seeing more repairs and maintenance with welding and fabrication needs coming into our shop.

Water Reclamation Facility:

The City of Rock Springs, Department of Public Services Wastewater Division was once again busy in 2015. With the recent improvements to the Water Reclamation Facility on line for over a year, the Operations Staff has become acclimated to the new system and processes and the facility is working efficiently. Now that things are on a more even keel, plant staff has had more time to work at getting the facility spruced up and looking professional.

We have also been able to free up facility staff to help out in the collections department with cleaning and televising the collection system. This past year was our best ever as far as maintaining the collection system. We were able to clean and televise 20 miles of sewer line in addition to regular O & M of the system.

The 2013 sewer project that is a 6th cent capital facilities project is still being reviewed by the Union Pacific Railroad. We are hopeful that we can get their approval early this year so this large \$4.5 million dollar project can get started. This project included replacing the main trunk lines on the west side of the City and installing a new parallel line from Grant Street to Stevens Park to take some of the load off the Center Street line.

The new Local Limits were established for our Industrial Pretreatment Program (IPP) and EPA approval was received. The facility has gotten its new National Pollutant Discharge Elimination System (NPDES) permit. It entails increased testing and monitoring. The City will now have a chloride limit that it will have to meet. Wyoming DEQ has given the City a compliance schedule of ten years to meet this new limit. Removing the chloride will require getting the sewer system sealed to prevent infiltration of groundwater, which is high in chlorides. The City will embark on an ongoing replacement/repair of its sewer system to attain compliance.

CDM Smith, the engineering design firm that designed for the last facility improvement project, has been retained to do a feasibility study for replacing the lift station closest to the WRF. This lift station handles all the flow from the north side of the interstate and is presently overloaded. There are potential projects being reviewed during this feasibility study, including modifying an old clarifier to be used as a grease and septage receiving point. These projects will be a total of \$2-2.5 million dollars the City hopes to start this year. As has been the case the past few years, the City has been very proactive in addressing the needs of these important necessary functions, wastewater collection and treatment.

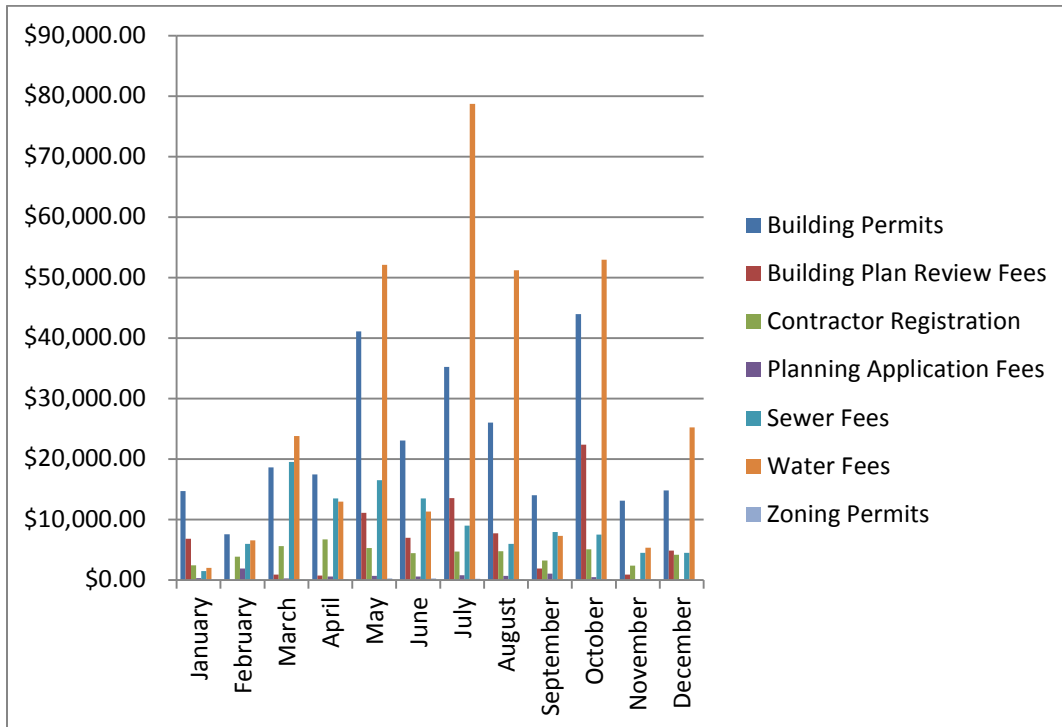


Planning & Building Application & Permit Fee Totals

2015

	Building Permits	Building Plan Review Fees	Contractor Registration	Planning Application Fees	Sewer Fees	Water Fees	Zoning Permits
January	\$ 14,737.00	\$ 6,822.00	\$ 2,425.00	\$ 340.00	\$ 1,500.00	\$ 1,997.00	\$ 50.00
February	\$ 7,561.00	\$ 0.00	\$ 3,850.00	\$ 1,895.00	\$ 6,000.00	\$ 6,546.00	\$ 40.00
March	\$ 18,642.00	\$ 899.00	\$ 5,625.00	\$ 250.00	\$ 19,500.00	\$ 23,829.00	\$ 80.00
April	\$ 17,452.00	\$ 732.00	\$ 6,750.00	\$ 610.00	\$ 13,500.00	\$ 12,976.00	\$ 180.00
May	\$ 41,110.00	\$ 11,125.00	\$ 5,300.00	\$ 680.00	\$ 16,500.00	\$ 52,093.00	\$ 260.00
June	\$ 23,083.00	\$ 6,982.00	\$ 4,450.00	\$ 600.00	\$ 13,500.00	\$ 11,349.00	\$ 250.00
July	\$ 35,209.00	\$ 13,534.00	\$ 4,725.00	\$ 780.00	\$ 9,000.00	\$ 78,702.00	\$ 220.00
August	\$ 26,050.00	\$ 7,740.00	\$ 4,775.00	\$ 700.00	\$ 6,000.00	\$ 51,221.00	\$ 100.00
September	\$ 14,048.00	\$ 1,890.00	\$ 3,225.00	\$ 1,085.00	\$ 7,950.00	\$ 7,305.00	\$ 140.00
October	\$ 43,978.00	\$ 22,359.00	\$ 5,075.00	\$ 500.00	\$ 7,500.00	\$52,926.00	\$ 180.00
November	\$ 13,123.00	\$ 889.00	\$ 2,400.00	\$ 110.00	\$ 4,500.00	\$ 5,334.00	\$ 110.00
December	\$ 14,814.00	\$ 4,855.00	\$ 4,200.00	\$ 150.00	\$ 4,500.00	\$ 25,240.00	\$ 0.00
TOTALS	\$269,807.00	\$77,827.00	\$52,800.00	\$7,700.00	\$109,950.00	\$329,518.00	\$1610.00

2015





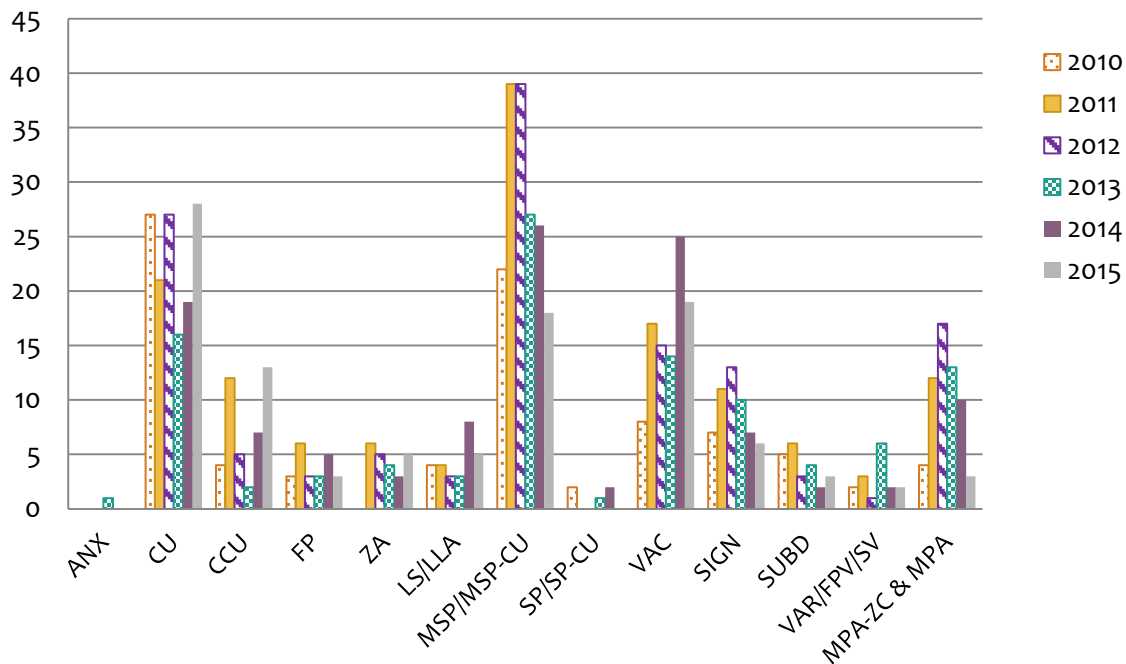
Planning – Applications

2005-2015

Planning Applications:	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Annexations	0	2	2	2	0	0	0	0	1	0	0
Conditional Use Permits	34	49	34	31	37	27	21	27	16	19	28
Floodplain Development Permits	7	31	15	29	23	4	12	5	2	7	13
Language Amendments	0	4	2	5	6	3	6	3	3	5	3
Lot Splits/Lot Line Adjustments	-	-	5	16	6	0	6	5	4	3	5
Major Site Plans	2	5	14	13	6	4	4	3	3	8	5
Minor Site Plans	37	32	34	47	34	22	39	39	27	26	18
Right-of-way Vacations	3	7	3	0	2	2	0	0	1	2	0
Sign Applications	not available	not available	2	11	15	8	17	15	14	25	19
Subdivision Applications ¹	38	41	66	27	10	7	11	13	10	7	6
Variances	0	4	8	2	4	5	6	3	4	2	3
Zone Change & Master Plan Amendments	18	10	13	21	2	2	3	1	6	2	2
Other ²	-	-	-	2	1	4	12	17	13	10	3
Total Planning Applications:	139	185	198	231	168	96	143	137	111	115	105
% Change from Previous Year	8%	33%	7%	17%	-27%	-43%	49%	-4%	-19%	4%	-9%

- Subdivision Applications include the following: Sketch Plat, Concept Plan, Preliminary Development Plan, Preliminary Plat, Final Plat and Final Development Plan applications, as well as applications for these that were submitted but withdrawn. In 2014, of the 7 total Subdivision Applications, only 1 was a Final Plat application.
- Other applications include the following: Appeals, Easement Abandonments, Exemptions, Improvement Acceptances, Model Home Sales Offices, Preliminary Reviews, Striping Plans, Wind Energy Conversion Systems, and Wireless Telecommunication Facilities.

2010-2015





Planning – Other Activities

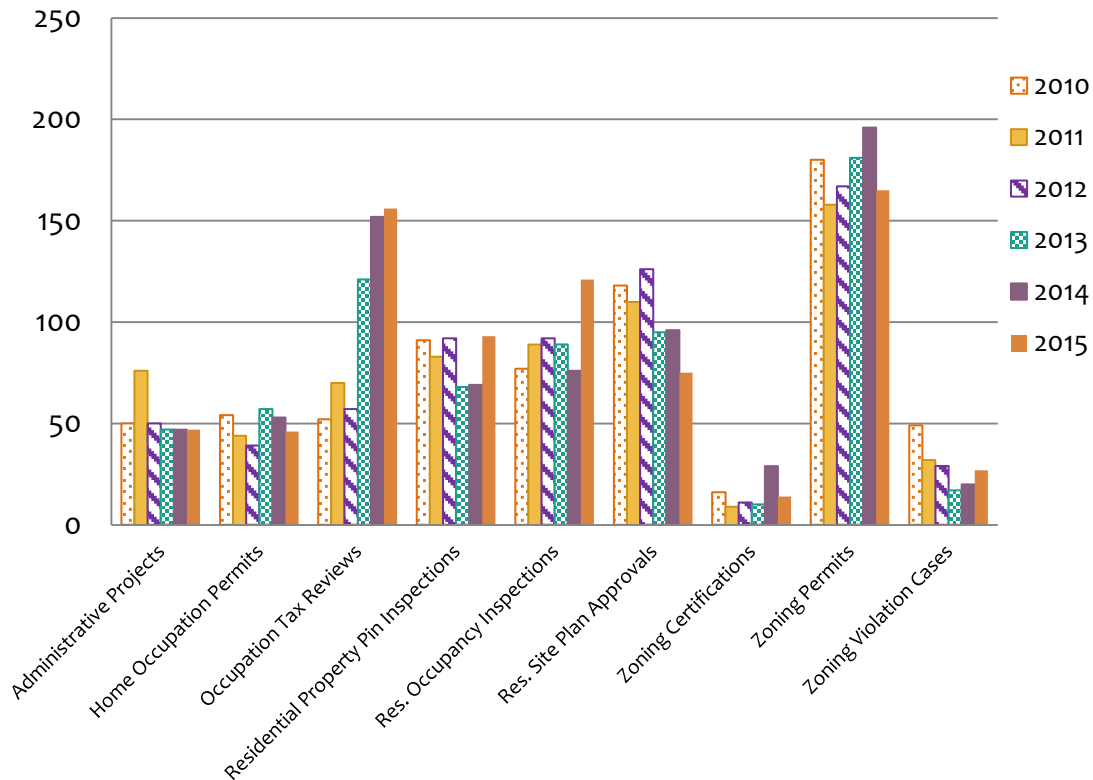
2005-2015

Other Planning Activities:	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Administrative Projects	32	26	39	37	43	50	76	50	47	47	47
Home Occupation Permits	50	50	50	57	52	54	44	39	57	53	46
Occupation Tax Reviews	not available	not available	12	36	46	52	70	57	121	152	156
Residential Property Pin Inspections ¹	-	-	218	90	121	91	83	92	68	69	93
Residential Occupancy Inspections	not available	not available	294	186	99	77	89	92	89	76	121
Residential Site Plan Approvals ²	312	252	378	116	98	118	110	126	95	96	75
Zoning Certifications	not available	not available	2	4	12	16	9	11	10	29	14
Zoning Permits	119	178	369	240	249	180	158	167	181	196	165
Zoning Violation Cases	5	2	18	17	49	49	32	29	17	20	27
Total Other Planning Activities:	518	508	1380	783	769	687	671	663	685	738	744
% Change from Previous Year	95%	-2%	172%	-43%	-2%	-11%	-2%	-1%	3%	8%	1%

¹ Inspections were not conducted by the Planning Division prior to 2007.

² Duplex = 2 approvals.

2010-2015





Building – Permits

2005-2015

Building Permits:	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Single Family (Detached)	96	116	176	92	93	74	88	100	67	77	58
Single Family (Attached)	108	68	198	4	2	0	0	0	0	10	0
Mobile Homes	107	84	50	62	53	47	36	27	16	23	25
Non-Residential	27	23	21	28	35	22	17	16	16	26	14
Additions, Alterations, Conversions	664	726	965	573	534	717	707	756	725	702	730
Demolitions	22	15	10	12	16	16	9	14	17	7	14
Excavation / Grading	41	24	40	57	14	20	21	35	21	30	17
Other Permits	66	86	67	169	249	26	25	20	13	49	58
Total Building Permits:	1131	1142	1527	997	996	922	903	968	875	924	916
% Change from Previous Year	18%	1%	34%	-35%	0%	-7%	-2%	7%	-10%	6%	-1%

Valuation (millions):	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Valuation (millions):	86.0	65.0	145.9	104.6	63.2	54.6	60.4	64.0	44.8	98.9	40.3
% Change from Previous Year	146%	-24%	124%	-28%	-40%	-14%	11%	6%	-30%	121%	-59%

2010-2015

