



**PLANNING COMMISSION AGENDA
CITY OF GILLETTE
1ST FLOOR, COUNCIL CHAMBERS
201 E. 5TH ST., GILLETTE, WY 82716
Tuesday, August 11, 2026
5:15 PM**

A. CALL TO ORDER

B. APPROVAL OF MINUTES

1. Meeting Minutes - July 28, 2026

C. PRESENTATIONS

D. CASES

1.

PL2026-0038 – Minor Subdivision – 1150 E Shoshone Ave

Staff Reference: Meredith Duvall, City Planning Manager

2.

PL2026-0039 – Minor Subdivision – 603 E 2nd Street

Staff Reference: Meredith Duvall, City Planning Manager

E. OLD BUSINESS

F. NEW BUSINESS

G. ADJOURNMENT



**CITY OF GILLETTE
PLANNING COMMISSION**

DATE: August 11, 2026

TITLE:

Meeting Minutes - July 28, 2026

ATTACHMENTS:

[Minutes July 28, 2026](#)

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
Council Chambers ~ City Hall ~ July 28, 2026 ~ 5:27 pm

PRESENT

Commission Members Present: Chair Shaun Hottell, Lance Walker, Matthew Nelson, and Ian Scott.

Commission Members Absent: Richard Cone, Brian Rozier, Jack Colson

Staff Present: Meredith Duvall, City Planning Manager, Amy Smith, City Planner; and Jill McCarty, Administrative Coordinator.

CALL TO ORDER

Chair Hottell called the meeting to order at 5:27 p.m.

APPROVAL OF
THE MINUTES

A motion was made by Ian Scott to approve the meeting minutes of June 23, 2026. Lance Walker seconded the motion. Motion carried 4/0.

Case No.
PL2026-0026 –
MAJOR
SUBDIVISION
PRELIMINARY
PLAT – 4800 Force
Rd

The proposed Preliminary Plat – Major Subdivision is for a new development of 16 lots between the existing Hidden Valley Estates Subdivision and Crestfield Subdivision along Force Road. Per the project description submitted by the applicant, “This project consists of the subdivision of approximately 45 acres of land into sixteen (16) residential lots. The purpose of the subdivision is to create rural residential homesites while providing safe access, utility service, and orderly development consistent with Campbell County subdivision requirements. The proposed subdivision layout has been designed to maximize the usability of the property while preserving efficient transportation and utility corridors.” The proposed lots average between 1-2 acres with two lots being 4.02 acres and 19.66 acres, and the zoning remaining R-R, Rural Residential District. All lots within the R-R District are required to be a minimum of 1 are and have a minimum width of 125 feet; all 16 lots meet these requirements. All lots will be serviced with city utilities and can have a stick-built or modular home on each lot. Water, Sewer, Storm Drainage, Electrical, Street, and sidewalk utilities will be required to be extended as part of the Final Plat submittal process.

This subdivision will extend Hidden Valley Road from Hidden Valley Subdivision, through proposed Deer Valley Subdivision, and connect to Crestfield Subdivision running east to west. Deer Valley Court will require access off of Force Road and bisect the subdivision running north through the subdivision. Both proposed Right-of-Ways are 60 feet in width and will be constructed to City Engineering Design and Construction Standards. Per the Subdivision Regulations, a proposed subdivision must have a minimum Street Connectivity Index of 1.40. The purpose of the Street Connectivity Index is to provide adequate traffic flow through a subdivision and provide at least two routes in and out of the subdivision to external collector and arterial streets. The way to calculate the index is to take the number of links (roadway sections between intersections) and divide it by the number of nodes (roadway intersections) within a subdivision. The Street Connectivity of the proposed Subdivision is 1.5, meeting the minimum of 1.4

The surrounding zoning is as follows:

North: R-S, Suburban Residential – County Zoning

East: R-S, Suburban Residential; Ag, Agriculture

South: Agriculture – County Zoning

West: R-S, Suburban Residential; R-R, Rural Residential

The Parks and Beautification Board recommended the Developer pay a fee-in-lieu of any parkland dedication as Hidden Valley Park is less than half a mile from the furthest proposed lot and additional parkland in such close proximity to an existing park would be burdensome on City Staff for maintenance and unnecessary to serve the neighborhood. The Subdivision Regulations require a \$350 per lot fee be assessed when parkland area is not required as part of the Parks and Pathways Master Plan. For the proposed 16 Residential lots, this fee amounts to \$5,600 which will be required to be paid prior to obtaining a Permit to Construct and going before City Council for final subdivision acceptance. These monies are collected and deposited in an account for the construction of larger regional parks which serve a greater population.

“The purpose of the preliminary plat is to enable the City Staff Review Team, Planning Commission and City Council to make an informed judgment using the City Comprehensive Plan, City Engineering Design and Construction Standards, City Zoning Ordinance and other related plans and codes pertaining to utilities to determine whether the proposed subdivision can function and serve the public as intended...”. (Article III, Section 4, Subdivision Regulations)

“Approval of the preliminary plat neither means that the final plat of the same proposed subdivision shall be deemed as approved, nor requires the Planning Commission or City Council to approve the final plat. A final plat, based upon a preliminary plat, is reviewed on the requirements set forth by this ordinance.” (Article III, Section 4, Subdivision Regulations)

During both the Preliminary Plat review and the Final Plat review, there will be meetings at both the Planning Commission and City Council, with Surrounding Property Letters, such as this one, being sent out and a public hearing notification sign posted on the property.

Meredith Duvall said the Planning Division received two resident inquiries who were neither for nor opposed. They had general inquiries about the drainage, street access, and if the street would connect through to the existing subdivisions.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

There being no further comments or questions, Ian Scott made a motion to approve the case, and Lance Walker seconded. The Motion carried 4/0.

Case No.
PL2026-0024 –
MINOR
SUBDIVISION –
Chara Hill Estates,
Phase III

The applicant seeks to subdivide one existing lot into three; Lot 1 with 2.80 acres, Tract A with 9.35 acres, and Lot 2 with 2.88 acres. The zoning is currently R-S, Suburban Residential. Lot 1 and Tract A are to remain R-S, however there is an active application (PL2026-0025) for a Zoning Map Amendment for proposed Lot 2 to be rezoned to C-1, General Commercial. All lots and the tract are currently vacant and do not have any structures on them.

Lots in the R-S District have a minimum lot size requirement of 22,000 square feet with a minimum width of 125 feet. All of the lots in this proposed subdivision meet the minimum lot size requirement, and while the street frontage of proposed Lot 1 is only 60 feet at the ROW frontage, where a driveway would enter from, the lot opens up to 266.9 feet more or less in width and maintains that width and actually increases further throughout the lot.

All lots have access to all city utilities (water, sewer, and electric) and are required to be installed to the lots prior to the plat filing for residentially zoned lots. If the rezone for proposed Lot 2 is approved to C-1, then utilities would be installed at the time of development. If the rezone is not approved for proposed Lot 2, then utilities would be installed at the time of plat filing. Access for proposed Lot 1 will be off of Shalom Ave, access for proposed Tract A will be off of Chara Ave, and access for proposed Lot 2, if rezoned, will be off of E Boxelder; if the rezone is not approved and Lot 2 remains zoned R-S, then access would be off of Chara Ave.

Meredith Duvall said the Planning Division received a total of seven (7) calls and comments. Four (4) that were against, one (1) that was in favor and two (2) that were general inquiries. The ones that were against the case seemed to have more concern for the proposed rezone than for the subdivision. Most inquiries were about the proposed rezone of the proposed Lot 2 going from residential to commercial zoning. There were questions about how the proposed subdivision would be split. Meredith Duvall advised the Planning Commission of a previous proposed Preliminary Plat from over a decade ago that never progressed to a recorded Final Plat. Therefore, the area remained as one large open lot up until what is now being proposed.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

Rachelle Kadow of 1700 Chara Ave spoke regarding the proposed zoning change. She stated the proposed zone change would irrevocably alter the fabric of the existing family community. She is concerned about the increased traffic and noise pollution that could be caused by the possible commercial business. If commercial is built, then more drivers may take a short cut through the neighborhood and there are kids who ride their bikes in the street. Due to the increased traffic, there would be a need to have more police go through the neighborhood and residents would not feel as safe leaving their doors open. There are other neighborhoods that have commercial mixed in with them and there isn't a need for it in this area. She believes there is more potential for increased personal property damage with already having to pick up trash containers after a windy day. She does not want the zoning change to go through due to the proposed Lot 2 changing to commercial being located directly next to her house.

Jeff Sorch of 1700 Shalom spoke regarding the proposed minor subdivision. He stated when he bought his property 20 years ago, the proposed Preliminary plat showed a street easement running along a portion of his property creating a corner lot. If the new minor subdivision is approved and access is only given off Shalom to the one lot, then Jeff will not have access to his backyard and doesn't know how he will get back there.

Chair Hottell asked if there were any easements located on 1700 Shalom. Meredith Duvall advised the current plat does not show easements on other property not involved in the subdivision but stated there are not any proposed easements on this subdivision that run along the northern property line of Lot 1 that is adjacent to 1700 Shalom.

Matthew Nelson asked if the property at 1700 Shalom has existing setbacks from his house to his property line so that that area could be used to access his backyard. Meredith Duvall advised both lots (proposed Lot 1 and the current property at 1700 Shalom) both have setbacks required by their zoning district and that if the two property owners wanted to work out an access easement, it would be a private matter between the two property owners.

There being no further comments or questions, Matthew Nelson made a motion to approve the case, and Lance Walker seconded. The Motion carried 4/0.

Case No.
PL 2026-0025 –
ZONING MAP
AMENDMENT – Lot
2, Chara Hill Estates
Ph. III

The applicant made a request to remove the case from the Planning Commission agenda for July 28, 2026. The current proposal is to rezone the proposed Lot 2 of PL2026-0024 to C-1 – General Commercial. The applicant is changing the application for the proposed lot to be zoned C-O – Office and Institution. Due to the change being proposed the day before Planning Commission, the new proposal would need to be started over, using the same case number, in order to comply with State and City public hearing notification requirements. Due to the proposed change in zoning and the notification requirements, staff recommend the case being moved to the September 8, 2026 Planning Commission meeting.

Ian Scott asked what types of business can go into a C-O district. Meredith Duvall advised while it is still commercial in nature, the intent is lighter commercial uses and she would provide a list of uses at the future Planning Commission meeting.

Chair Hottell made a motion to approve removing the case from the July 28, 2026 agenda and postponing it until September 8, 2026. Ian Scott made a motion to approve the remove and postponement. Matt Nelson seconded. The Motion carried 4/0.

OLD BUSINESS

None.

NEW BUSINESS

Meredith Duvall said the next meeting will be August 11, 2026. The meeting scheduled for August 25, 2026 has been canceled.

ADJOURNMENT

The meeting was adjourned at 5:50 pm

Minutes prepared by Amy Smith, City Planner.



**CITY OF GILLETTE
PLANNING COMMISSION**

DATE: August 11, 2026

TITLE:

PL2026-0038 – Minor Subdivision – 1150 E Shoshone Ave

SUGGESTED ACTION:

Council Consideration of a Resolution Approving and Authorizing the Final Plat of Lot 2P & Lot 2Q, Sunburst Subdivision No. 4; to the City of Gillette, Wyoming, Subject to all Planning Requirements.

I Move to Approve a Resolution Approving and Authorizing the Final Plat of Lot 2P & Lot 2Q, Sunburst Subdivision No. 4; to the City of Gillette, Wyoming, Subject to all Planning Requirements.

APPLICANT/OWNER:

B&S Properties of Naples LLC, Owner

AGENT:

Cevin Imus, Land Surveying Inc., Agent

CASE SUMMARY:

The applicant seeks to subdivide one existing lot into two off of Shoshone Ave.

CASE BACKGROUND:

The applicant seeks to subdivide one existing lot into two; Lot 2P with 5.00 acres and Lot 2Q with 4.48 acres. The zoning is currently C-1, General Commercial. All lots are currently vacant and do not have any structures on them. Lots in the C-1 District do not have a minimum lot size requirement, however they do have a minimum lot width of 50 ft., which both proposed lots meet. City utilities (water, sewer, and electric) are in the general vicinity and are required to be installed to the lots at the time of development. Access for both lots will be off of Shoshone Ave.

CASE REQUIREMENTS:

All comments from the staff review process shall be addressed.

STAFF RECOMMENDATION:

Staff recommends approval, subject to all Planning Requirements.

STAFF REFERENCE:

Meredith Duvall, City Planning Manager

CASE MANAGER:

Meredith Duvall, City Planning Manager

TENTATIVE CITY COUNCIL DATE:

August 18th, 2026

ATTACHMENTS:

[1150 E Shoshone Ave Planning Requirements.docx](#)

[Vicinity Map.pdf](#)

[Draft Plat](#)

[1150 E Shoshone Ave Resolution.docx](#)

PL2026-0038 | Minor Subdivision | 1150 E Shoshone Ave

Planning Requirements

1. All comments from the staff review process shall be addressed.

Vicinity Map



CITY OF GILLETTE

Information Technology GIS
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 686-5364
www.gillettewy.gov

THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM
RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO
GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR
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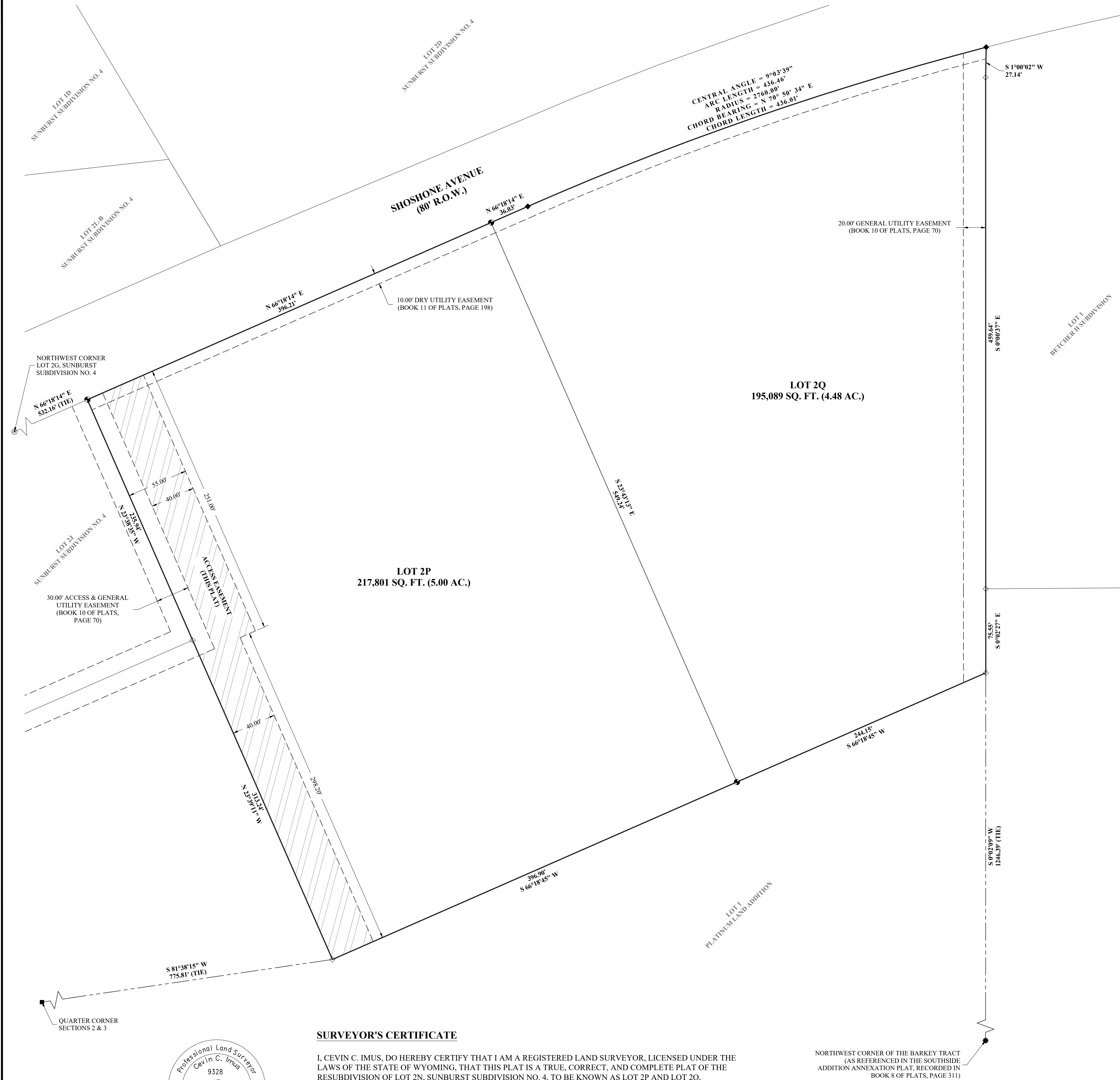
1 inch equals 269 feet

1 inch equals 0.05 miles

July 27, 2026

Productivity Service With P.R.I.D.E. Enthusiasm
Responsibility Integrity Dedication

FINAL PLAT
RESUBDIVISION OF LOT 2N, SUNBURST SUBDIVISION NO. 4,
TO BE KNOWN AS
LOT 2P & LOT 2Q, SUNBURST SUBDIVISION NO. 4,
TO THE CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING



SURVEYOR'S CERTIFICATE

I, CEVIN C. IMUS, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR, LICENSED UNDER THE LAWS OF THE STATE OF WYOMING, THAT THIS PLAT IS A TRUE, CORRECT, AND COMPLETE PLAT OF THE RESUBDIVISION OF LOT 2N, SUNBURST SUBDIVISION NO. 4, TO BE KNOWN AS LOT 2P AND LOT 2Q, SUNBURST SUBDIVISION NO. 4, AS LAID OUT, PLATTED, AND SHOWN HEREON, THAT SUCH PLAT WAS MADE FROM AN ACCURATE SURVEY OF SAID PROPERTY AND IMPROVEMENTS BY ME AND UNDER MY DIRECT SUPERVISION.

DATE OF PLAT OR MAP: JULY, 2026 (CEVIN C. IMUS)

NORTHWEST CORNER OF THE BARKEY TRACT
(AS REFERENCED IN THE SOUTHSIDE
ADDITION ANNEXATION PLAT, RECORDED IN
BOOK 8 OF PLATS, PAGE 311)

BASIS OF BEARING

CITY OF GILLETTE CONTROL

SUMMARY

TOTAL LOTS: 2
TOTAL AREA: 412,890 SQ. FT. (9.48 AC.)

SUBDIVISION PURPOSE

THE RESUBDIVISION OF LOT 2N, SUNBURST SUBDIVISION NO. 4, NOW TO BE KNOWN AS LOT 2P AND LOT 2Q, SUNBURST SUBDIVISION NO. 4.

DECLARATION VACATING PREVIOUS PLATTING:

THIS PLAT IS THE RESUBDIVISION OF LOT 2N, SUNBURST SUBDIVISION NO. 4, AS RECORDED IN BOOK 11 OF PLATS, PAGE 198, OF THE OFFICIAL RECORDS OF THE CAMPBELL COUNTY CLERK. ALL EARLIER PLATS OR PORTIONS THEREOF, ENCOMPASSED BY THE BOUNDARY OF THIS PLAT ARE HEREBY VACATED.

CERTIFICATE OF DEDICATION

KNOW ALL MEN BY THESE PRESENTS THAT THE UNDERSIGNED B&S PROPERTIES OF NAPLES, LLC, BEING THE OWNER, PROPRIETOR OR PARTY OF INTEREST IN THE LAND SHOWN ON THIS PLAT, DO HEREBY CERTIFY:

THAT THE FOREGOING PLAT DESIGNATED AS LOT 2N, SUNBURST SUBDIVISION NO. 4, BEING SITUATED IN A PORTION OF THE SW1/4 NW1/4 OF SECTION 2, TOWNSHIP 49 NORTH, RANGE 72 WEST, OF THE 6TH PRINCIPAL MERIDIAN, CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOT 2P AND LOT 2Q, SUNBURST SUBDIVISION NO. 4, TO THE CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING, AND CONTAINS AN AREA OF 412,890 SQUARE FEET (9.48 ACRES), MORE OR LESS, AND

THAT THIS SUBDIVISION, AS IT IS DESCRIBED AND AS IT APPEARS ON THIS PLAT, IS MADE WITH THE FREE CONSENT AND IS ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNER AND PROPRIETOR, AND THAT THIS IS A CORRECT PLAT OF THE AREA AS IT IS DIVIDED INTO LOTS, BLOCKS, STREETS AND EASEMENTS.

THAT THE UNDERSIGNED OWNER OF THE LAND SHOWN AND DESCRIBED ON THIS PLAT DOES HEREBY DEDICATE TO THE CITY OF GILLETTE, AND ITS LICENSEES FOR PERPETUAL PUBLIC USE, ALL STREETS, ALLEYS, EASEMENTS AND OTHER PUBLIC LANDS WITHIN THE BOUNDARY LINES OF THE PLAT, AS INDICATED, AND NOT ALREADY OTHERWISE DEDICATED FOR PUBLIC USE.

UTILITY EASEMENTS, AS DESIGNATED ON THIS PLAT, ARE HEREBY DEDICATED TO THE CITY OF GILLETTE AND ITS LICENSEES FOR PERPETUAL PUBLIC USE, FOR THE PURPOSE OF INSTALLING, REPAIRING, REINSTALLING, REPLACING AND MAINTAINING SANITARY SEWER LINES, WATER LINES, GAS LINES, ELECTRIC LINES, TELEPHONE LINES, CABLE TV LINES AND OTHER FORMS AND TYPES OF PUBLIC UTILITIES NOW OR HEREAFTER GENERALLY UTILIZED BY THE PUBLIC

ALL RIGHTS UNDER AND BY VIRTUE OF THE HOMESTEAD EXEMPTION LAWS OF THE STATE OF WYOMING ARE HEREBY WAIVED AND RELEASED.

EXECUTED THIS ____ DAY OF ____, 2026, A.D. BY:

DANIEL J. BARTON, AGENT, B&S PROPERTIES OF NAPLES, LLC

STATE OF WYOMING)

COUNTY OF CAMPBELL)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS DAY OF

____, 2026, A.D., BY DANIEL J. BARTON, AGENT, B&S PROPERTIES OF NAPLES, LLC

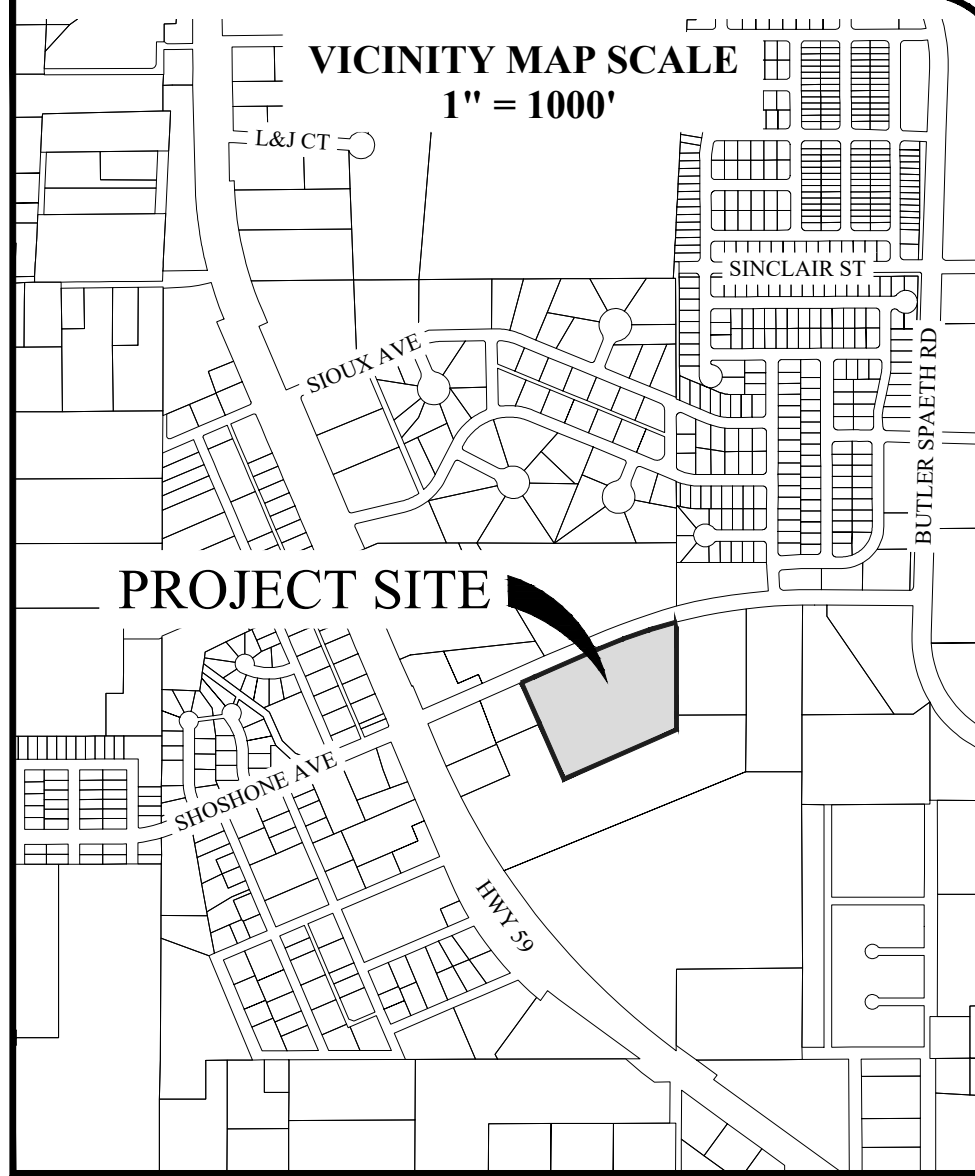
WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC

MY COMMISSION EXPIRES:

SCHEDULE B TITLE EXCEPTIONS

- BOOK 1428 OF PHOTOS, PAGE 215 (NON-PLOTTABLE, AFFECTS PROPERTY)
- BOOK 1635 OF PHOTOS, PAGE 302 (NON-PLOTTABLE, AFFECTS PROPERTY)
- BOOK 7 OF PLATS, PAGE 19 (AS SHOWN)
- BOOK 1638 OF PHOTOS, PAGE 499 & BOOK 1701 OF PHOTOS, PAGE 332 (NON-PLOTTABLE, AFFECTS PROPERTY)
- BOOK 1695 OF PHOTOS, PAGE 184 (NOT SHOWN, DOES NOT AFFECT PROPERTY)
- BOOK 1701 OF PHOTOS, PAGE 543 & BOOK 1740 OF PHOTOS, PAGE 511 (NON-PLOTTABLE, AFFECTS PROPERTY)
- BOOK 2014 OF PHOTOS, PAGE 686 (NON-PLOTTABLE, BLANKET)
- BOOK 2579 OF PHOTOS, PAGE 445 (NON-PLOTTABLE, AFFECTS PROPERTY)
- BOOK 2707 OF PHOTOS, PAGE 574 (NON-PLOTTABLE, AFFECTS PROPERTY)
- BOOK 2738 OF PHOTOS, PAGE 353 (NOT SHOWN, DOES NOT AFFECT PROPERTY)
- BOOK 10 OF PLATS, PAGE 39 (AS SHOWN)
- BOOK 10 OF PLATS, PAGE 70 (AS SHOWN)
- BOOK 11 OF PLATS, PAGE 198 (AS SHOWN)



CERTIFICATE OF THE CITY ENGINEER

DATA ON THIS PLAT REVIEWED

THIS ____ DAY OF ____, 2026,
BY THE CITY ENGINEER OF THE CITY OF GILLETTE, WYOMING

CITY ENGINEER

CERTIFICATE OF APPROVAL BY CITY OF GILLETTE PLANNING COMMISSION

THIS PLAT APPROVED BY THE CITY OF GILLETTE PLANNING COMMISSION

THIS ____ DAY OF ____, 2026,

CHAIRMAN

SECRETARY

CERTIFICATE OF ACCEPTANCE AND APPROVAL BY CITY COUNCIL

APPROVED BY CITY COUNCIL OF THE CITY OF GILLETTE, WYOMING

THIS ____ DAY OF ____, 2026,

MAYOR

CITY CLERK

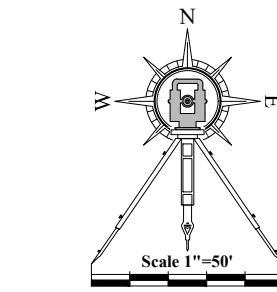
CERTIFICATE OF COUNTY CLERK

THIS PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE CLERK AND RECORDER

AT ____ O'CLOCK, ____ M., THIS ____ DAY OF ____, 2026,

AND IS DULY RECORDED IN BOOK ____ OF PLATS, PAGE NO. ____

CAMPBELL COUNTY CLERK



- LEGEND**
- = (SET) ALUMINUM CAP, PLS 9328
 - = (FOUND) 1990 B.L.M. ALUMINUM CAP
 - ◇ = (FOUND) ALUMINUM CAP, PLS 2333
 - ◆ = (FOUND) ALUMINUM CAP, PLS 6872
 - ⊙ = (FOUND) BARE REBAR
 - = (FOUND) AXLE
 - ▨ = ACCESS EASEMENT (THIS PLAT)

PREPARED FOR:
B&S PROPERTIES OF NAPLES, LLC
209 N. WORKS AVENUE
PO BOX 3371
GILLETTE, WYOMING 82717

PREPARED BY:
LAND SURVEYING INCORPORATED
209 N. WORKS AVENUE
GILLETTE, WY 82716
1-307-682-1661
www.lsi-inc.us



PAGE: 1 OF 1
DATE: 7/9/2026
FILE: 26-140A_MP

RESOLUTION NO.

**A RESOLUTION APPROVING AND AUTHORIZING THE
FINAL PLAT OF LOT 2P & LOT 2Q, SUNBURST
SUBDIVISION NO. 4; TO THE CITY OF GILLETTE,
WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS.**

WHEREAS the Final Plat of Lot 2P & Lot 2Q, Sunburst Subdivision No. 4; to the City of Gillette, Wyoming has been approved by the City of Gillette Planning Commission by a majority of its members on August 11th, 2026, with Planning Requirements.

WHEREAS the recording of the Final Plat of Lot 2P & Lot 2Q, Sunburst Subdivision No. 4; to the City of Gillette, Wyoming; with the Campbell County Clerk and Ex-Officio Recorder of Deeds, is subject to meeting all Planning Requirements approved by the Planning Commission on August 11th, 2026.

THEREFORE, IT IS RESOLVED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING, THAT:

the Final Plat of Lot 2P & Lot 2Q, Sunburst Subdivision No. 4; to the City of Gillette, Wyoming, has been approved by the City of Gillette, Wyoming as prepared by Land Surveying Incorporated. signed by Cevin Imus, Professional Land Surveyor, Wyoming Registration Number 9328, is hereby approved for filing with the Campbell County Clerk and Ex-Officio Recorder of Deeds.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2026.

Shay Lundvall, Mayor

(S E A L)

ATTEST:

Alicia Allen, City Clerk



**CITY OF GILLETTE
PLANNING COMMISSION**

DATE: August 11, 2026

TITLE:

PL2026-0039 – Minor Subdivision – 603 E 2nd Street

SUGGESTED ACTION:

Council Consideration of a Resolution Approving and Authorizing the Final Plat of Lot 1A & Lot 2A, Block 1 of Martens Addition; to the City of Gillette, Wyoming, Subject to all Planning Requirements.

I Move to Approve a Resolution Approving and Authorizing the Final Plat of Lot 1A & Lot 2A, Block 1 of Martens Addition; to the City of Gillette, Wyoming, Subject to all Planning Requirements.

APPLICANT/OWNER:

BDG LLC, Owner

AGENT:

Cevin Imus, Land Surveying Inc., Agent

CASE SUMMARY:

The applicant seeks to adjust property lines of two existing lots to include previously vacated right-of-way.

CASE BACKGROUND:

The applicant seeks to adjust property lines of two existing lots to include previously vacated right-of-way of E 1st Street (Ordinance 3859); Lot 1A with 0.13 acres and Lot 2A with 0.08 acres. The zoning is currently C-1, General Commercial. Lots in the C-1 District do not have a minimum lot size requirement, however they do have a minimum lot width of 50 ft., which both proposed lots meet. Proposed Lot 1A contains a parking lot and proposed Lot 2A has a building that crosses the property line of the neighboring Lot 3 and is currently serviced with city utilities (water, sewer, and electric).

CASE REQUIREMENTS:

All comments from the staff review process shall be addressed.

STAFF RECOMMENDATION:

Staff recommends approval, subject to all Planning Requirements.

STAFF REFERENCE:

Meredith Duvall, City Planning Manager

CASE MANAGER:

Meredith Duvall, City Planning Manager

TENTATIVE CITY COUNCIL DATE:

August 18th, 2026

ATTACHMENTS:

[Draft Plat.pdf](#)

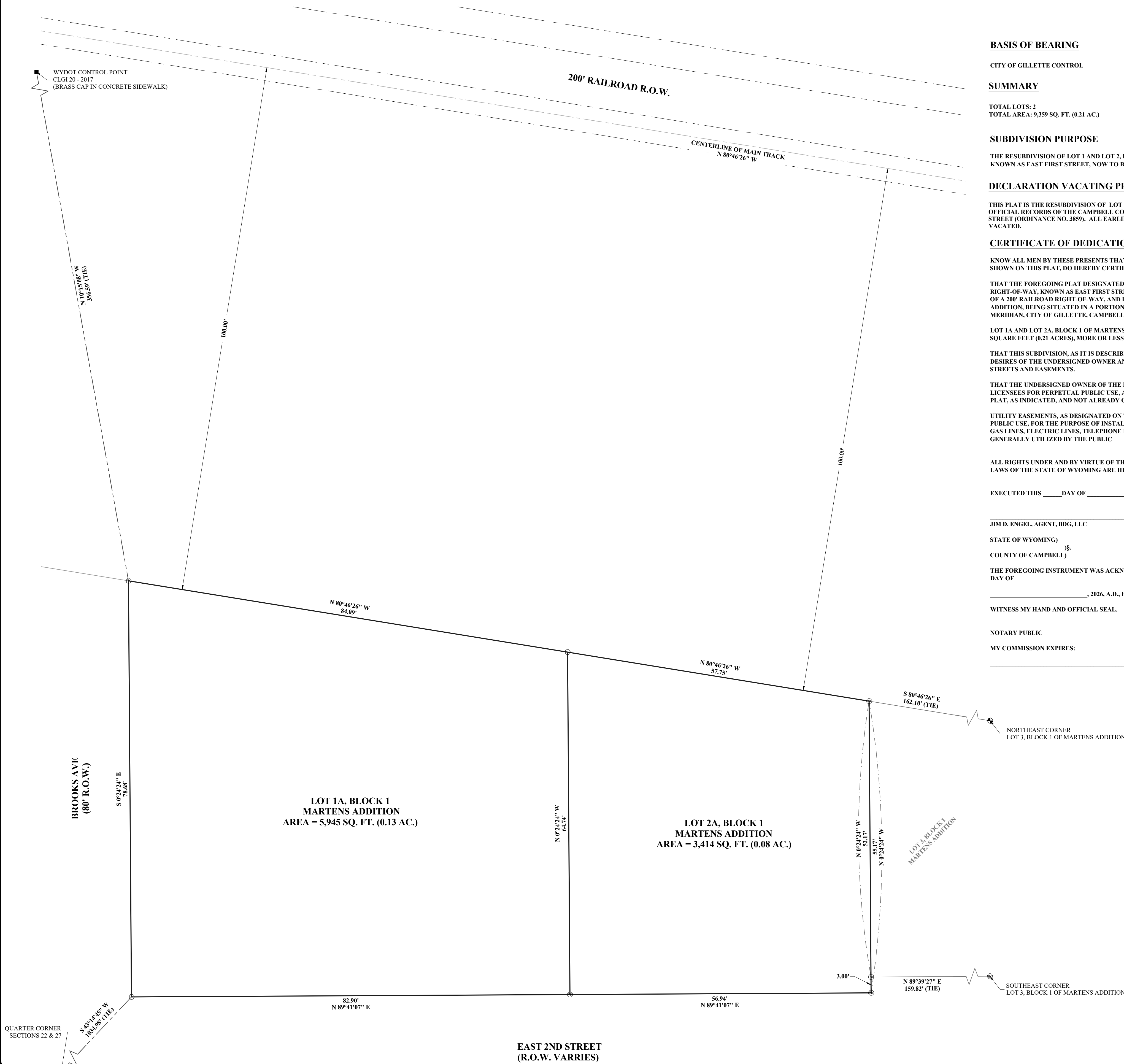
[603 E 2nd St Planning Requirements.docx](#)

[Vicinity Map.pdf](#)

[Reference - Ordinance 3859.pdf](#)

[603 E 2nd Street Resolution.docx](#)

FINAL PLAT
RESUBDIVISION OF LOT 1 & LOT 2, BLOCK 1 OF MARTENS ADDITION,
AND A PORTION OF VACATED 30-FOOT WIDE PUBLIC RIGHT-OF-WAY KNOWN AS EAST FIRST STREET,
TO BE KNOWN AS
LOT 1A & LOT 2A, BLOCK 1 OF MARTENS ADDITION
TO THE CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING



BASIS OF BEARING

CITY OF GILLETTE CONTROL

SUMMARY

TOTAL LOTS: 2
TOTAL AREA: 9,359 SQ. FT. (0.21 AC.)

SUBDIVISION PURPOSE

THE RESUBDIVISION OF LOT 1 AND LOT 2, BLOCK 1 OF MARTENS ADDITION, AND A PORTION OF VACATED 30-FOOT WIDE PUBLIC RIGHT-OF-WAY KNOWN AS EAST FIRST STREET, NOW TO BE KNOWN AS LOT 1A AND LOT 2A, BLOCK 1, OF MARTENS ADDITION.

DECLARATION VACATING PREVIOUS PLATTING:

THIS PLAT IS THE RESUBDIVISION OF LOT 1 AND LOT 2, BLOCK 1 OF MARTENS ADDITION, AS RECORDED IN BOOK 1 OF PLATS, PAGE 42, OF THE OFFICIAL RECORDS OF THE CAMPBELL COUNTY CLERK, AND A PORTION OF VACATED 30-FOOT WIDE PUBLIC RIGHT-OF-WAY KNOWN AS EAST FIRST STREET (ORDINANCE NO. 3859). ALL EARLIER PLATS OR PORTIONS THEREOF, ENCOMPASSED BY THE BOUNDARY OF THIS PLAT ARE HEREBY VACATED.

CERTIFICATE OF DEDICATION

KNOW ALL MEN BY THESE PRESENTS THAT THE UNDERSIGNED BDG, LLC, BEING THE OWNER, PROPRIETOR OR PARTY OF INTEREST IN THE LAND SHOWN ON THIS PLAT, DO HEREBY CERTIFY:

THAT THE FOREGOING PLAT DESIGNATED AS LOT 1 AND LOT 2, BLOCK 1 OF MARTENS ADDITION, AND A PORTION OF VACATED 30-FOOT WIDE PUBLIC RIGHT-OF-WAY, KNOWN AS EAST FIRST STREET, LYING EAST OF THE EASTERLY RIGHT-OF-WAY OF BROOKS AVENUE, SOUTH OF THE SOUTHERLY LINE OF A 200' RAILROAD RIGHT-OF-WAY, AND BEING BOUND ON THE SOUTH AND EAST SIDES BY THE SAID LOT 1, LOT 2, AND LOT 3, BLOCK 1 OF MARTENS ADDITION, BEING SITUATED IN A PORTION OF THE SW1/4 SE1/4 OF SECTION 22, TOWNSHIP 50 NORTH, RANGE 72 WEST, OF THE 6TH PRINCIPAL MERIDIAN, CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOT 1A AND LOT 2A, BLOCK 1 OF MARTENS ADDITION, TO THE CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING, AND CONTAINS AN AREA OF 9,359 SQUARE FEET (0.21 ACRES), MORE OR LESS, AND

THAT THIS SUBDIVISION, AS IT IS DESCRIBED AND AS IT APPEARS ON THIS PLAT, IS MADE WITH THE FREE CONSENT AND IS ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNER AND PROPRIETOR, AND THAT THIS IS A CORRECT PLAT OF THE AREA AS IT IS DIVIDED INTO LOTS, BLOCKS, STREETS AND EASEMENTS.

THAT THE UNDERSIGNED OWNER OF THE LAND SHOWN AND DESCRIBED ON THIS PLAT DOES HEREBY DEDICATE TO THE CITY OF GILLETTE AND ITS LICENSEES FOR PERPETUAL PUBLIC USE, ALL STREETS, ALLEYS, EASEMENTS AND OTHER PUBLIC LANDS WITHIN THE BOUNDARY LINES OF THE PLAT, AS INDICATED, AND NOT ALREADY OTHERWISE DEDICATED FOR PUBLIC USE.

UTILITY EASEMENTS, AS DESIGNATED ON THIS PLAT, AREA HEREBY DEDICATED TO THE CITY OF GILLETTE AND ITS LICENSEES FOR PERPETUAL PUBLIC USE, FOR THE PURPOSE OF INSTALLING, REPAIRING, REINSTALLING, REPLACING AND MAINTAINING SANITARY SEWER LINES, WATER LINES, GAS LINES, ELECTRIC LINES, TELEPHONE LINES, CABLE TV LINES AND OTHER FORMS AND TYPES OF PUBLIC UTILITIES NOW OR HEREAFTER GENERALLY UTILIZED BY THE PUBLIC

ALL RIGHTS UNDER AND BY VIRTUE OF THE HOMESTEAD EXEMPTION LAWS OF THE STATE OF WYOMING ARE HEREBY WAIVED AND RELEASED.

EXECUTED THIS ____ DAY OF ____, 2026, A.D. BY:

JIM D. ENGEL, AGENT, BDG, LLC

STATE OF WYOMING) s.
COUNTY OF CAMPBELL)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS DAY OF

_____, 2026, A.D., BY JIM D. ENGEL, AGENT, BDG, LLC

WITNESS MY HAND AND OFFICIAL SEAL.

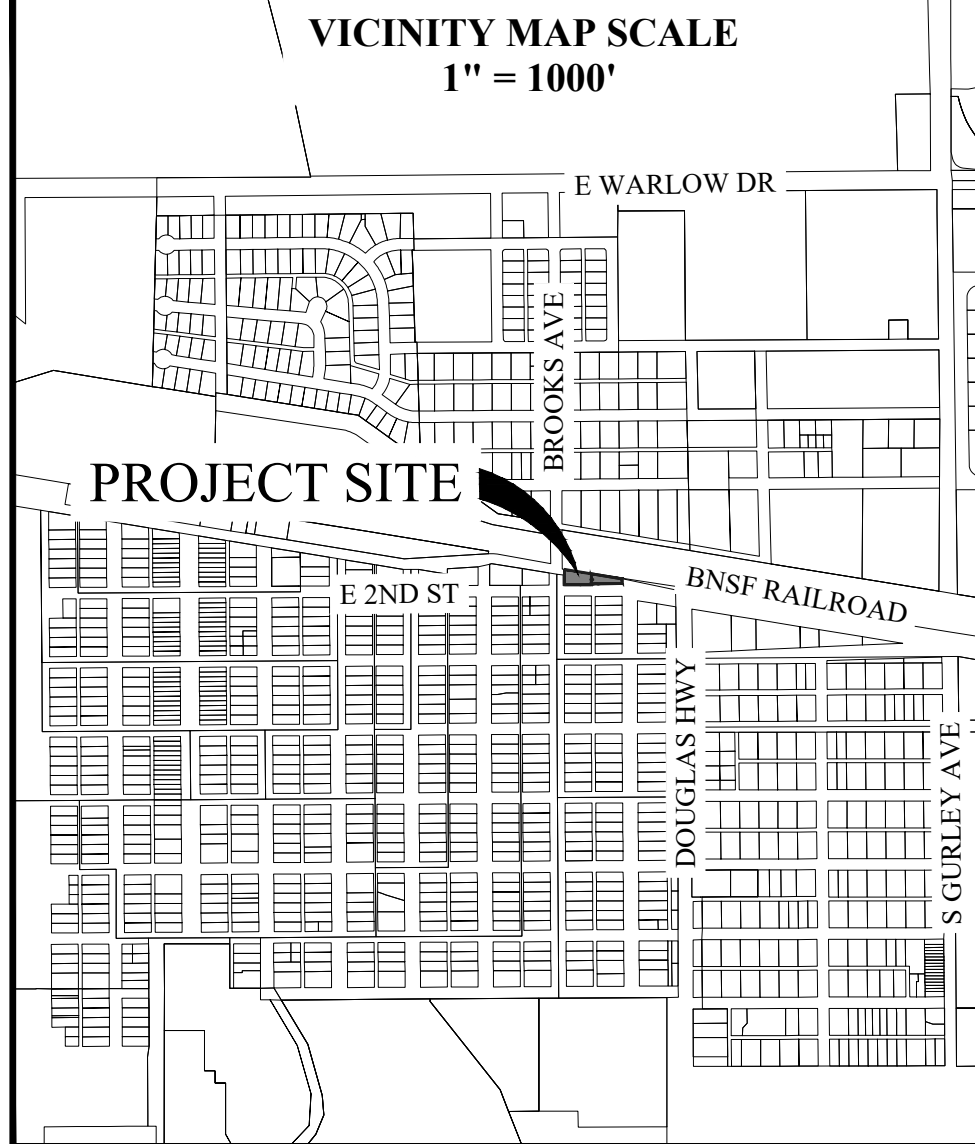
NOTARY PUBLIC _____

MY COMMISSION EXPIRES: _____

SURVEYOR'S CERTIFICATE

I, CEVIN C. IMUS, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR, LICENSED UNDER THE LAWS OF THE STATE OF WYOMING, THAT THIS PLAT IS A TRUE, CORRECT, AND COMPLETE PLAT OF THE RESUBDIVISION OF LOT 1 AND LOT 2, BLOCK 1 OF MARTENS ADDITION, AND A PORTION OF VACATED 30-FOOT WIDE PUBLIC RIGHT-OF-WAY KNOWN AS EAST FIRST STREET, TO BE KNOWN AS LOT 1A AND LOT 2A, BLOCK 1 OF MARTENS ADDITION, AS LAID OUT, PLATTED, AND SHOWN HEREON, THAT SUCH PLAT WAS MADE FROM AN ACCURATE SURVEY OF SAID PROPERTY AND IMPROVEMENTS BY ME AND UNDER MY DIRECT SUPERVISION.

DATE OF PLAT OR MAP: JULY, 2026 (CEVIN C. IMUS)



CERTIFICATE OF THE CITY ENGINEER

DATA ON THIS PLAT REVIEWED

THIS ____ DAY OF ____, 2026,
BY THE CITY ENGINEER OF THE CITY OF GILLETTE, WYOMING

CITY ENGINEER _____

CERTIFICATE OF APPROVAL BY CITY OF GILLETTE PLANNING COMMISSION

THIS PLAT APPROVED BY THE CITY OF GILLETTE PLANNING COMMISSION

THIS ____ DAY OF ____, 2026,

CHAIRMAN _____

SECRETARY _____

CERTIFICATE OF ACCEPTANCE AND APPROVAL BY CITY COUNCIL

APPROVED BY CITY COUNCIL OF THE CITY OF GILLETTE, WYOMING

THIS ____ DAY OF ____, 2026,

MAYOR _____

CITY CLERK _____

CERTIFICATE OF COUNTY CLERK

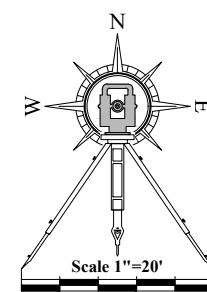
THIS PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE CLERK AND RECORDER

AT ____ O'CLOCK, ____ M., THIS ____ DAY OF ____, 2026,

AND IS DULY RECORDED IN BOOK ____ OF PLATS, PAGE NO. ____

CAMPBELL COUNTY CLERK _____

FINAL PLAT
RESUBDIVISION OF LOT 1 & LOT 2, BLOCK 1 OF MARTENS ADDITION,
AND A PORTION OF VACATED 30-FOOT WIDE PUBLIC RIGHT-OF-WAY KNOWN AS
EAST FIRST STREET,
TO BE KNOWN AS
LOT 1A & LOT 2A, BLOCK 1 OF MARTENS ADDITION
TO THE CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING



LEGEND

- ⬤ = (SET) ALUMINUM CAP, PLS 9328
- ⊙ = (SET) PK NAIL WITH WASHER, "PLS 9328"
- ◆ = (FOUND) ILLEGIBLE BRASS CAP IN MONUMENT BOX
- = (FOUND) WYDOT CONTROL MONUMENT
- ⊕ = (FOUND) BARE REBAR
- △ = (FOUND) NAIL WITH FLAGGING
- - - = CENTERLINE OF MAIN TRACK
- - - = RAILROAD TRACKS

PREPARED FOR:

BDG, LLC
PO BOX 3709
GILLETTE, WYOMING 82717

PREPARED BY:

LAND SURVEYING INCORPORATED
209 N. WORKS AVENUE
GILLETTE, WY 82716
1-307-682-1661 www.lsi-inc.us



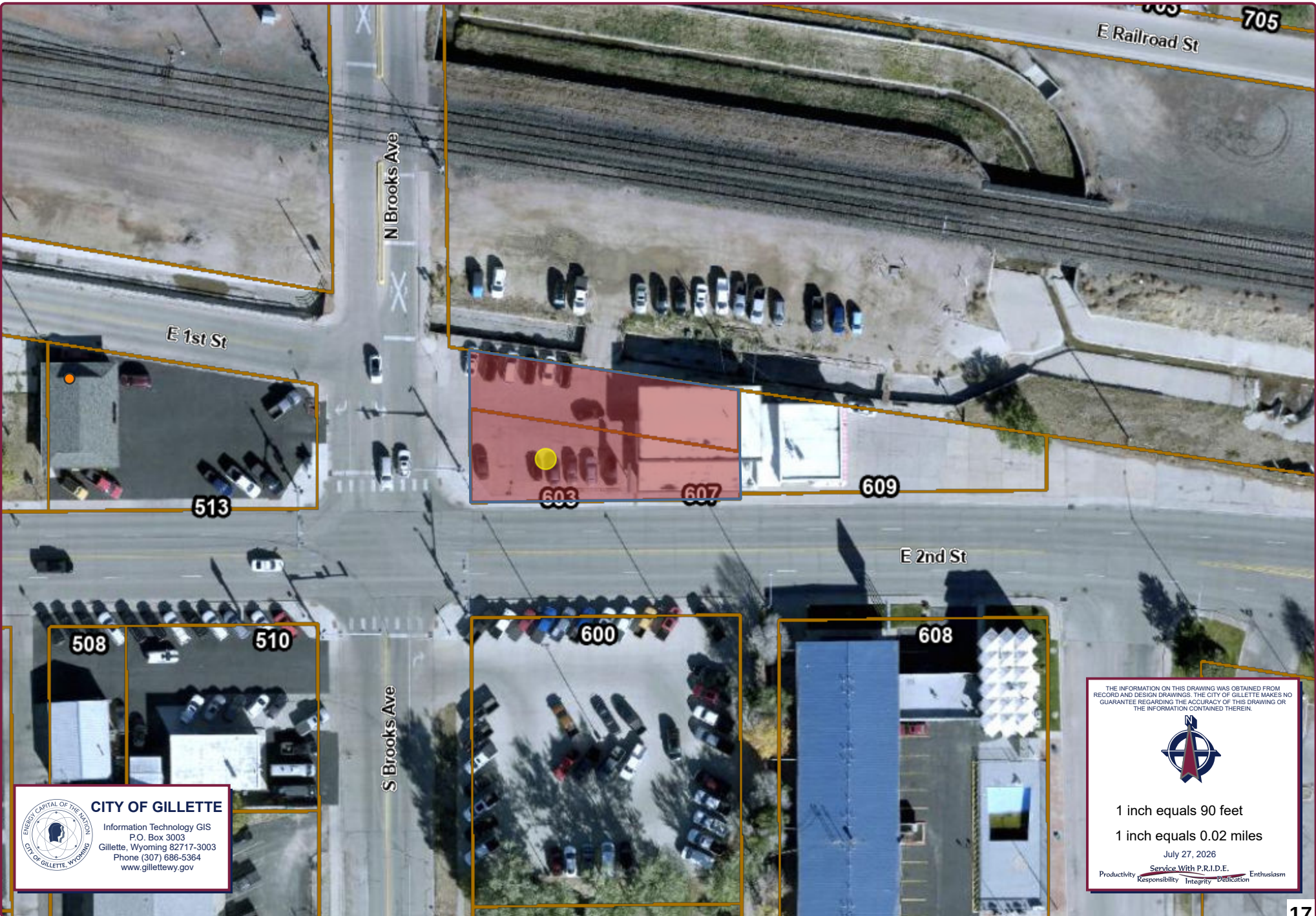
PAGE: 1 OF 1
DATE: 7/22/2026
FILE: 26-084A_MP

PL2026-0039 | Minor Subdivision | 603 E 2nd Street

Planning Requirements

1. All comments from the staff review process shall be addressed.

Vicinity Map



ORDINANCE NO. 3859

AN ORDINANCE PROVIDING FOR THE VACATION
OF A PORTION OF PUBLIC RIGHT-OF-WAY, KNOWN AS FIRST STREET,
LOCATED SOUTHEAST OF THE INTERSECTION OF BROOKS AVENUE AND
FIRST STREET, AS SHOWN ON THE EXHIBIT "A" MAP, IN THE CITY OF
GILLETTE, WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GILLETTE,
WYOMING:

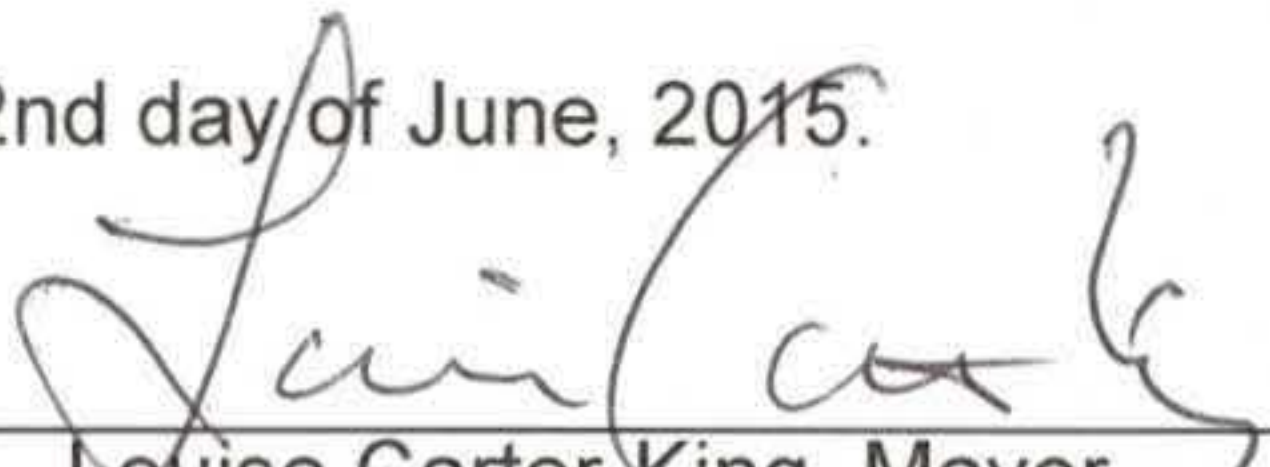
Section 1.

Pursuant to the petition of the owners of Lots 1, 2, and 3, Martens Addition, and the authority of §15-6-104 and §34-12-106 through 110 W. S., the City Council finds that the vacation of the portion of First Street right-of-way adjacent to the north line of Lots 1 and 2, Martens Addition, as shown on the Exhibit "A" Map, will not abridge or destroy any of the rights and privileges of other proprietors in the said Martens Addition and further finds that the Vacation is in the best interest of the City of Gillette. For a more particular legal description see the attached Exhibit "A" Map.

Section 2.

- (a) The 30 foot wide right-of-way adjacent to the north lot Line of Lots 1 and 2, Martens Addition, as shown on the Exhibit "A" Map, is hereby vacated.
- (b) A replat of the adjacent lots incorporating the vacated 30 foot wide right-of-way into the lots adjacent thereto shall be rerecorded along with the vacation ordinance.

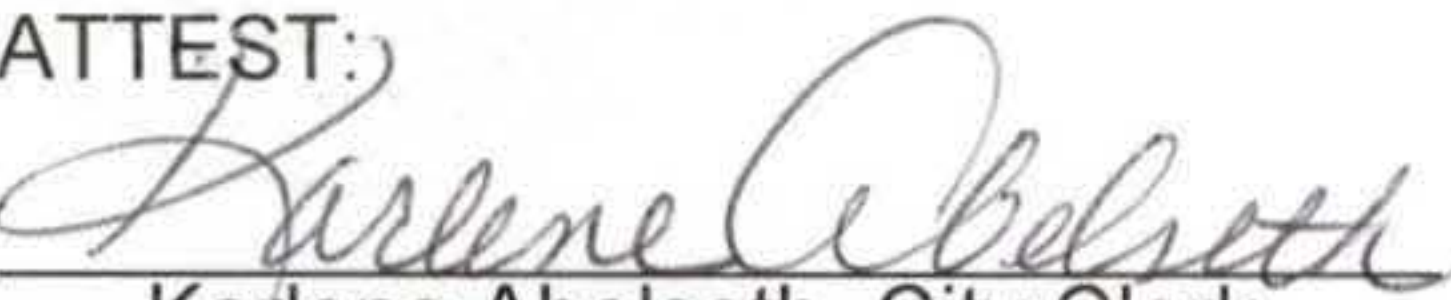
PASSED, APPROVED AND ADOPTED this 2nd day of June, 2015.



Louise Carter-King, Mayor

(S E A L)

ATTEST:



Karlene Abelseth, City Clerk

Publication Date: June 10, 2015

STATE OF WYOMING)
)ss.
County of Campbell)

On this 10th day of June, 2015, before me personally appeared Louise Carter-King, to me personally known, who being by me duly sworn, did say that he is the Mayor of the City of Gillette, and that the seal affixed to said instrument is the Corporate Seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its City Council, and said Louise Carter-King acknowledged said instrument to be a free act and deed of said corporation.

Witness my hand and official seal.

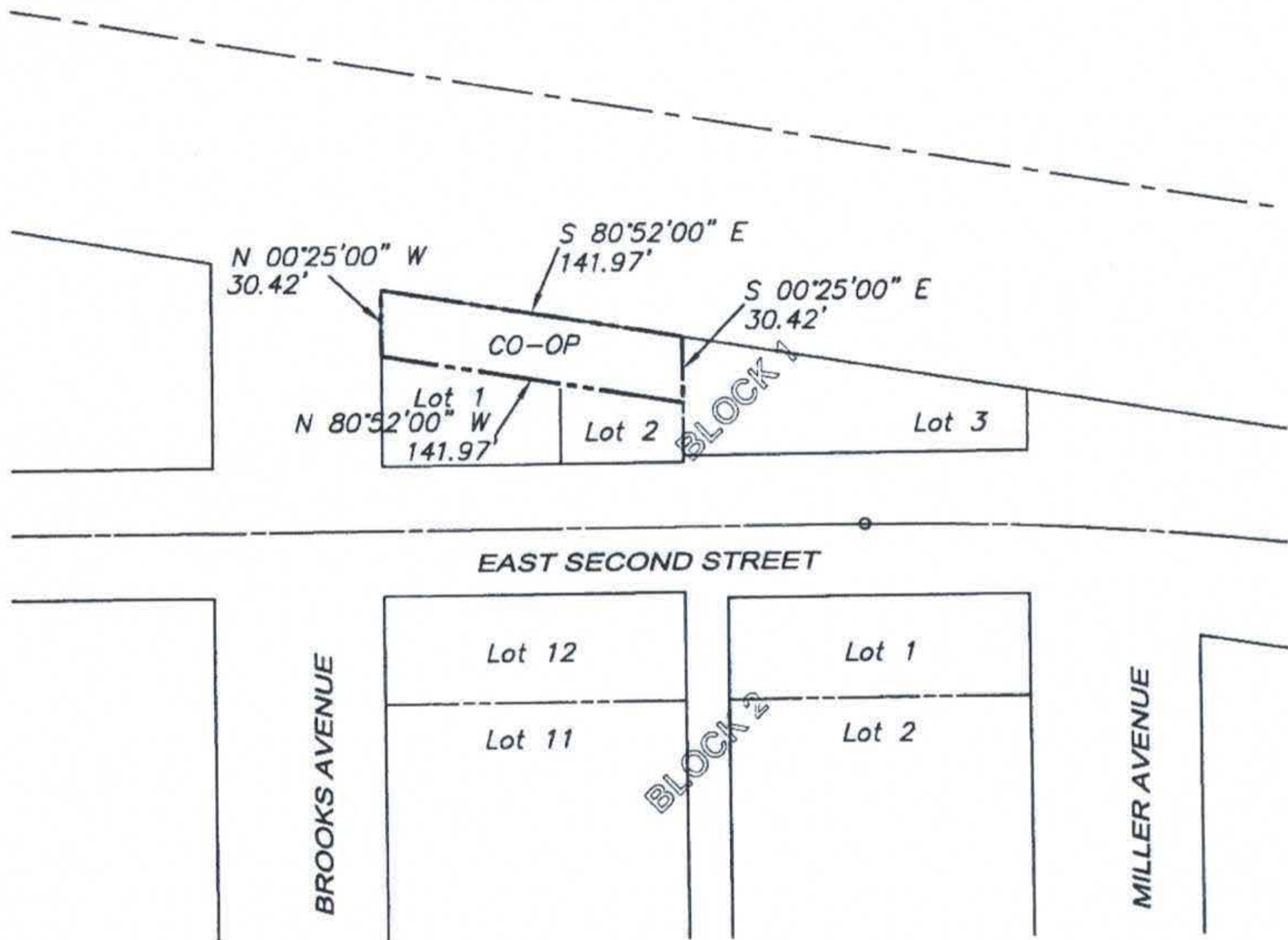




Notary Public

My Commission Expires: 7/8/2017

EXHIBIT A Ordinance 3859



A TRACT OF LAND LOCATED IN THE SOUTHWEST 1/4 SOUTHEAST 1/4, SECTION 22, TOWNSHIP 50 NORTH, RANGE 72 WEST, 6TH PRINCIPAL MERIDIAN, GILLETTE, WYOMING AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING at a point which is located on the East Right of Way of Brooks Avenue and the Northwest corner of Lot 1, Block 1, Martens Addition to Gillette, Wyoming;

Thence with said East Right of Way North 00° 25' West 30.42 feet to the South Right of Way of C B and Q Railroad (aka BNSF);

Thence with said Right of Way South 80°52' East 141.97 feet;

Thence leaving said Railroad Right of Way and with the West line of Lot 3, Block 1, Martens Addition South 00°25' East 30.42 feet to the Northeast corner of Lot 2, Martens Addition;

Thence with the North line of said Lot 2 and continuing with the North line of Lot 1, Block 1, Martens Addition to the point of **BEGINNING**.

CENTENNIAL COLLABORATIVE
ARCHITECTS - ENGINEERS - SURVEYORS
237 North Main Street Sheridan, Wyoming 82801 (307) 672-1711

237 North Main Street
Sheridan, Wyoming 82801
(307) 672-1711

400 S. Miller Ave.
Gillette, Wyoming 82716
(307) 682-1141

DATE: 10 SEP 08

SCALE: 1"=100'

DRAWN BY: WEP

CHK'D:

APP'D:

REVISIONS:

LEGAL DESCRIPTION
CO-OP TRACT
GILLETTE, WYOMING

PROJECT NO.
G08172

SHEET NO.
ONE

RESOLUTION NO.

**A RESOLUTION APPROVING AND AUTHORIZING THE
FINAL PLAT OF LOT 1A & LOT 2A, BLOCK 1 OF MARTENS
ADDITION; TO THE CITY OF GILLETTE, WYOMING,
SUBJECT TO ALL PLANNING REQUIREMENTS.**

WHEREAS the Final Plat of Lot 1A & Lot 2A, Block 1 of Martens Addition; to the City of Gillette, Wyoming has been approved by the City of Gillette Planning Commission by a majority of its members on August 11th, 2026, with Planning Requirements.

WHEREAS the recording of the Final Plat of Lot 1A & Lot 2A, Block 1 of Martens Addition; to the City of Gillette, Wyoming; with the Campbell County Clerk and Ex-Officio Recorder of Deeds, is subject to meeting all Planning Requirements approved by the Planning Commission on August 11th, 2026.

THEREFORE, IT IS RESOLVED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING, THAT:

the Final Plat of Lot 1A & Lot 2A, Block 1 of Martens Addition; to the City of Gillette, Wyoming, has been approved by the City of Gillette, Wyoming as prepared by PCA Engineering, Inc. signed by Cevin Imus, Professional Land Surveyor, Wyoming Registration Number 9328, is hereby approved for filing with the Campbell County Clerk and Ex-Officio Recorder of Deeds.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2026.

Shay Lundvall, Mayor

(S E A L)

ATTEST:

Alicia Allen, City Clerk