



**PLANNING COMMISSION AGENDA  
CITY OF GILLETTE  
2ND FLOOR COMMUNITY ROOM  
201 E. 5TH ST., GILLETTE, WY 82716  
Tuesday, August 26, 2025  
5:15 PM**

---

**A. CALL TO ORDER**

**B. APPROVAL OF MINUTES**

1. **Approval of Minutes - July 22, 2025**

**C. CASES**

1. **PL2025-0029 - Map Amendment - 1000 Camel Drive & 1500 S Butler Spaeth Road**

Staff Reference: Meredith Duvall, City Planning Manager

2. **PL2025-0030 - Easement Vacation - 2901 Conestoga Dr**

Staff Reference: Meredith Duvall, City Planning Manager

3. **PL2025-0031 – Minor Subdivision – Opseth Subdivision**

Staff Reference: Shannon Stefanick, City Planner

4. **PL2025-0032 – Minor Subdivision – 4201 Tepee St**

Staff Reference: Shannon Stefanick, City Planner

5. **PL2025-0033 – Minor Subdivision – 4001 E Collins Rd**

Staff Reference: Shannon Stefanick, City Planner

**D. OLD BUSINESS**

**E. NEW BUSINESS**

**F. ADJOURNMENT**



**CITY OF GILLETTE  
PLANNING COMMISSION**

---

**DATE:** August 26, 2025

---

**TITLE:**

Approval of Minutes - July 22, 2025

**CASE SUMMARY:**

Meeting Minutes of July 22, 2025

**ATTACHMENTS:**

[July 22, 2025 Minutes](#)

CITY OF GILLETTE PLANNING COMMISSION  
MINUTES OF THE REGULAR MEETING  
Community Room ~ City Hall ~ July 22, 2025 ~ 5:15 pm

PRESENT

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

Commission Members Absent: Jack Colson

Staff Present: Meredith Duvall, Planning Manager; Shannon Stefanick, City Planner; Jill McCarty, Administrative Coordinator.

CALL TO ORDER

Chair Shaun Hottell called the meeting to order at 5:15 p.m.

APPROVAL OF THE MINUTES

A motion was made by Vice-Chair Cone to approve the meeting minutes of July 8, 2025. Matthew Nelson seconded the motion. Motion carried 5/0/1 Abstention.

Case No.  
PL2025-0024 –  
EASEMENT  
VACATION – 75  
Saint Andrews  
Lane

The applicant, C&J Real Estate LLC, is requesting the vacation of the western 15 feet of an existing 20-foot utility and water line easement located entirely within the property at 75 Saint Andrews Lane.

The easement was originally established to provide utility access during the development of the Tenth Hole Estates Phase 1 & 2 and The Villas at Tenth Hole Estates subdivisions, specifically while Phases 3 & 4 of Tenth Hole Estates were being developed. Since that time, all phases of the subdivisions have been fully built out, and the utilities that once occupied the easement area have been permanently rerouted to accommodate the final subdivision layout.

Chair Hottell asked if city staff received any comments or calls from the public on the case. Shannon Stefanick said the city received no calls on this case.

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

Cevin Imus with Land Surveying Incorporated, agent for the case, was present and said there was an oversight when the plat was filed, and this utility easement 'slipped through the cracks'. Mr. Imus said the utility easement vacation will allow for a larger size home to be built on the lot.

There being no further comments or questions, Matthew Nelson made a motion to approve the case, and Ian Scott seconded. The Motion carried 6/0.

OLD BUSINESS

None.

NEW BUSINESS

Meredith Duvall said the August 12, 2025, meeting will be canceled and the next regular meeting will be August 26, 2025.

ADJOURNMENT

The meeting was adjourned at 5:19 p.m.

Minutes taken and prepared by Jill McCarty, Administrative Coordinator.



**CITY OF GILLETTE  
PLANNING COMMISSION**

---

**DATE:** August 26, 2025

**TITLE:**

PL2025-0029 - Map Amendment - 1000 Camel Drive & 1500 S Butler Spaeth Road

**APPLICANT/OWNER:**

Campbell County School District, Owner

**AGENT:**

Craig Shavlik, KL&A, Inc, Agent

**CASE SUMMARY:**

The applicant seeks to amend the Zoning Map to rezone 1000 Camel Drive and 1500 S Butler Spaeth Road from R-1, Single Family Residential District and R-2, Two-Family Residential District, to C-O, Office and Institution District.

**CASE BACKGROUND:**

*See attached Explanation of Rezone submitted by applicant.*

The applicant seeks to amend the Zoning Map to rezone 1000 Camel Drive and 1500 S Butler Spaeth Road from R-1, Single Family Residential District and R-2, Two-Family Residential District, to C-O, Office and Institution District. The proposed rezone area is approximately 69.32 acres, with 1000 Camel Drive being 49.02 acres and 1500 S Butler Spaeth Road being 20.30 acres. The minimum district size for the C-O District is 1 acre; this rezone does meet the minimum district requirements. 1000 Camel Drive is the site of Campbell County High School, which includes the school, football/soccer/track fields, tennis courts, a vocational tech building, and all associated parking for the above-mentioned activities. 1500 S Butler Spaeth Road is the site of Hillcrest Elementary School, which includes the school, playground, field, and all associated parking for the above-mentioned activities. Both properties are currently serviced with city water, sewer, and electric utilities.

The surrounding Zoning Districts are:

North – R-2, Two-Family Residential District; R-4, Multi-Family Residential District; R-3, Single and Multi-Family Residential District

East – R-4, Multi-Family Residential District; R-2, Two-Family Residential District  
South – I-2, Heavy Industrial District  
West – C-1, General Commercial District; R-4, Multi-Family Residential District

Per Section 1.e(1) Amendment Procedures, Statement of Policy:

Any person, corporation, or the City may initiate amendments to the Zoning Code to:

Correct an obvious error or oversight in the regulations; or

Recognize changing conditions in the City that requires an amendment(s) for the public health, safety, or general welfare.

The existing zoning districts, R-1 and R-2, do allow schools as a permitted use within each district. In this case, Staff recognizes both a) and b) as valid reasons for a rezone. 1000 Camel Drive currently has both R-1 and R-2 zoning districts within its boundary, which is illegal, as a single parcel is required to contain one zoning district. Because of the split zoning issue on the parcel, this rezone would apply to a) by correcting an obvious error or oversight in the regulations (which the Zoning Map is considered a regulatory document). As for b), recognizing changing conditions within the city, specifically for general welfare, the change of zoning district will allow for more than a school structure on site; the school district can further utilize the site for administrative offices, shops for school storage, or any other school district function that isn't necessarily a school building.

**CASE REQUIREMENTS:**

There are no Planning Requirements.

**STAFF RECOMMENDATION:**

Staff recommends approval.

**STAFF REFERENCE:**

Meredith Duvall, City Planning Manager

**CASE MANAGER:**

Meredith Duvall, City Planning Manager

**TENTATIVE CITY COUNCIL DATE:**

September 2, 2025

**ATTACHMENTS:**

[Planning Requirements.docx](#)

[Ordinance.docx](#)

[Vicinity Map.pdf](#)

[Area to be Rezoned.pdf](#)

[Explanation of Rezone.pdf](#)

## **Planning Requirements**

**PL2025-0029**

**Zoning Map Amendment | 1000 Camel Drive & 1500 S Bulter Spaeth Road**

There are no Planning Requirements for this case.

ORDINANCE NO.

AN ORDINANCE AMENDING THE DISTRICT ZONING MAP OF THE CITY OF GILLETTE, WYOMING, FOR A PORTION OF THE SOUTHEAST QUARTER OF SECTION 27, TOWNSHIP 50 NORTH, RANGE 72 WEST, AND A PORTION OF THE SOUTHWEST QUARTER OF SECTION 26, TOWNSHIP 50 NORTH, RANGE 72 WEST, ALSO KNOWN AS 1000 CAMEL DRIVE AND 1500 S BUTLER SPAETH ROAD, CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING, FROM R-1, SINGLE FAMILY RESIDENTIAL DISTRICT AND R-2, TWO-FAMILY RESIDENTIAL DISTRICT TO C-O, OFFICE AND INSTITUTION DISTRICT, PER THE ATTACHED EXHIBIT.

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

Section 1. Legal Description

A Portion Of The Southeast Quarter Of Section 27, Township 50 North, Range 72 West, and A Portion Of The Southwest Quarter Of Section 26, Township 50 North, Range 72 West, Also Known As 1000 Camel Drive and 1500 S Butler Spaeth Road, City of Gillette, Campbell County, Wyoming

Section 2. Zoning Amendment

A Portion Of The Southeast Quarter Of Section 27, Township 50 North, Range 72 West, and A Portion Of The Southwest Quarter Of Section 26, Township 50 North, Range 72 West, Also Known As 1000 Camel Drive and 1500 S Butler Spaeth Road, City of Gillette, Campbell County, Wyoming, is hereby amended from R-1, Single Family Residential District and R-2, Two-Family District, to C-O, Office and Institution District, per the attached Exhibit.

PASSED, APPROVED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Shay Lundvall, Mayor

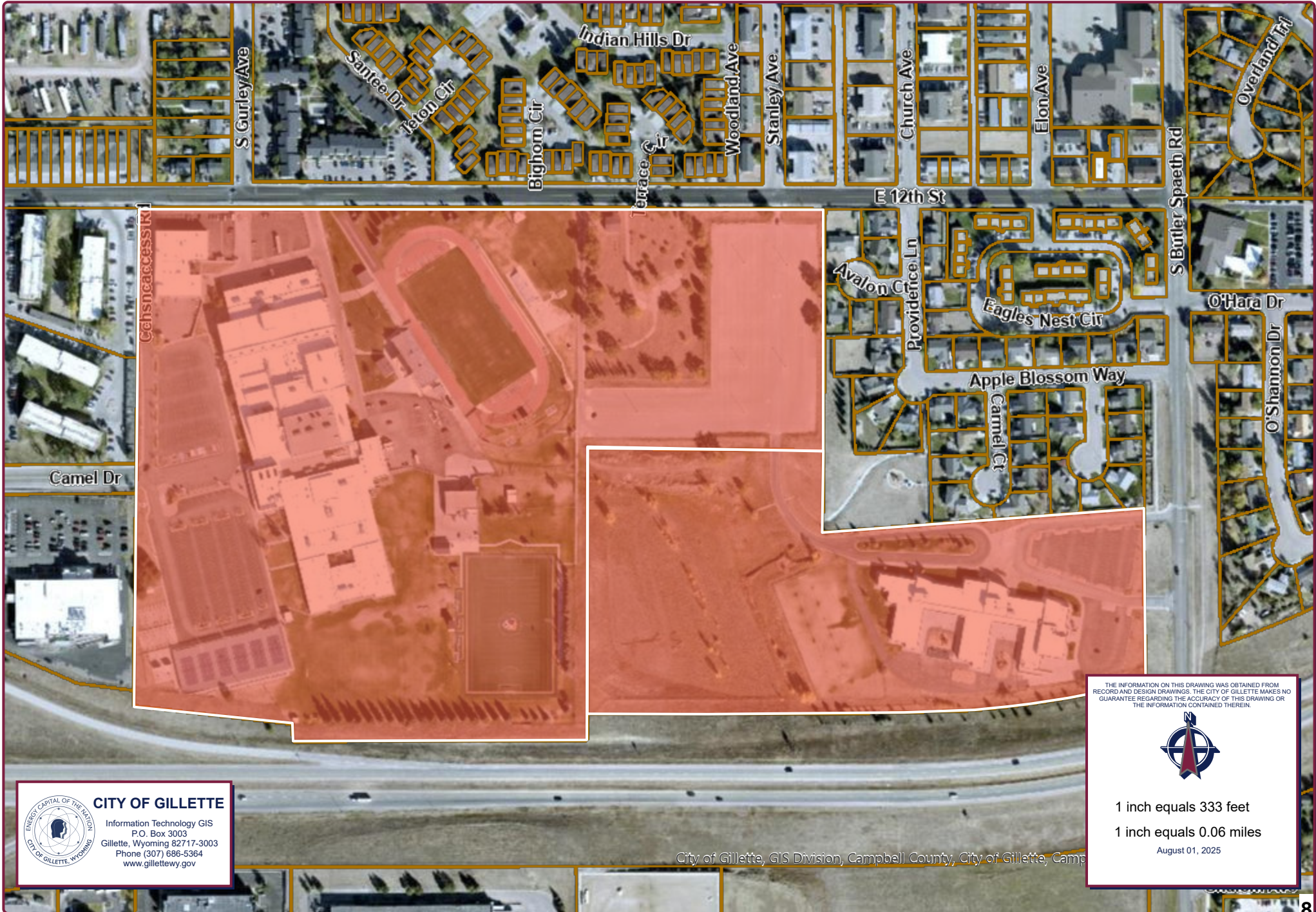
(S E A L)

ATTEST:

\_\_\_\_\_  
Alicia Allen, City Clerk

Publication Date:

# Vicinity Map - 1000 Camel Dr & 1500 S Butler Spaeth Rd



**CITY OF GILLETTE**

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

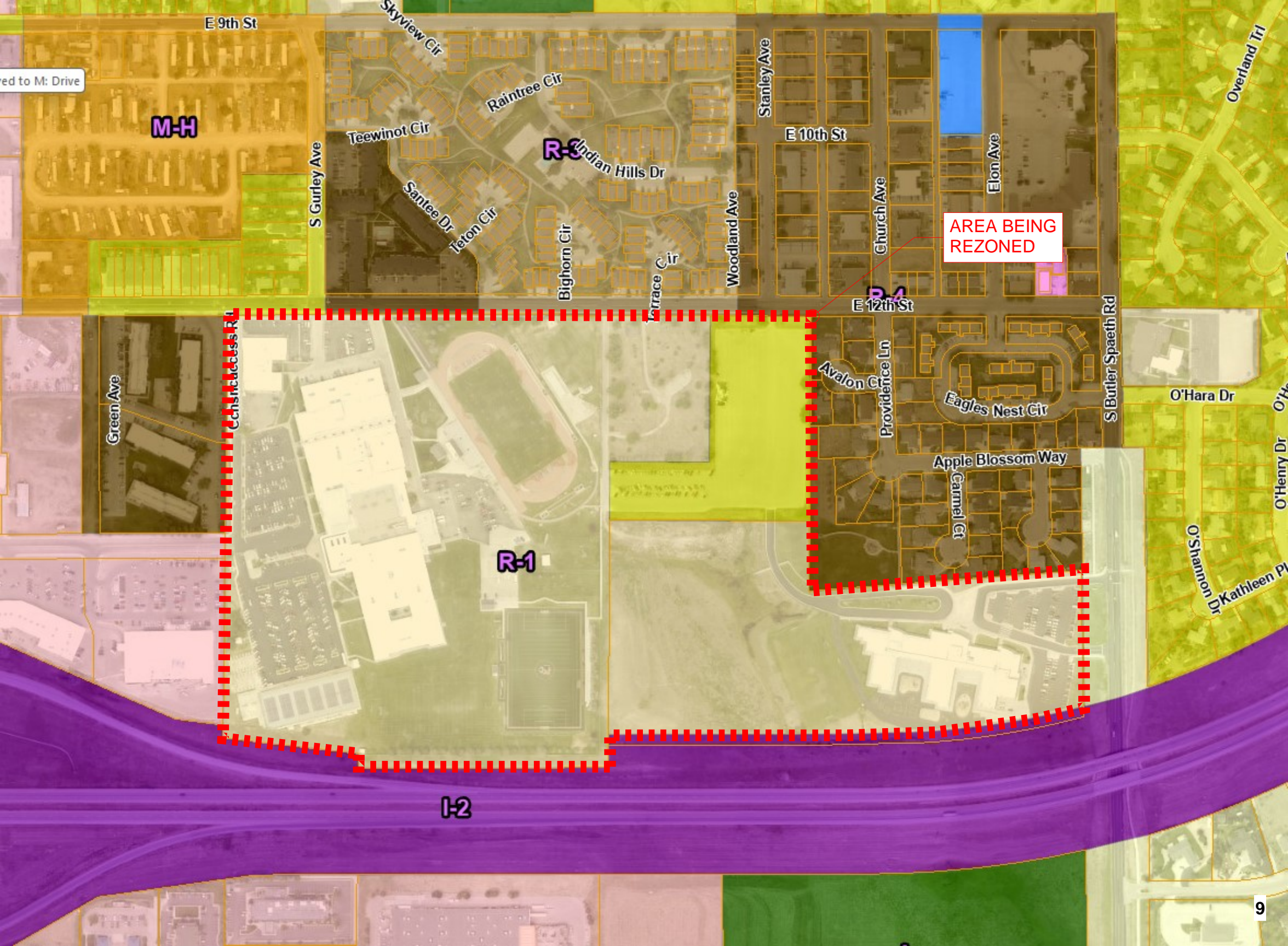
THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR THE INFORMATION CONTAINED THEREIN.



1 inch equals 333 feet  
 1 inch equals 0.06 miles

August 01, 2025

City of Gillette, GIS Division, Campbell County, City of Gillette, Camp



E 9th St

ed to M: Drive

M-H

S Gurley Ave

Teewinot Cir

Raintree Cir

R-3

Indian Hills Dr

Stanley Ave

E 10th St

AREA BEING REZONED

Elon Ave

Bighorn Cir

Santee Dr

Teton Cir

Trace Cir

Woodland Ave

Church Ave

R-4

E 12th St

S Butler Spaeth Rd

Green Ave

Chisholm Access Rd

R-1

Avalon Cir

Providence Ln

Eagles Nest Cir

O'Hara Dr

Apple Blossom Way

Carmel Ct

O'Henry Dr

O'Shannon Dr

Kathleen Pl

I-2

City of Gillette, Wyoming  
Department of Community Development  
Planning Division  
Request For Zoning Amendment

CASE NO. \_\_\_\_\_ Z

- I. Applicants Name: Campbell County School District #1 (CCSD#1)  
Mailing Address: 100 West Eighth Street (P.O. Box 3033), Gillette, WY 82717  
Phone No.: (307) 682-5171  
Interest in Property: Owner

- II. Explain in detail the reasons for the proposed zoning amendment. Describe specifically the error in the current zoning, or how changing conditions require this requested amendment (attach additional pages if needed.)

The New Campbell County High School Project will require a minor subdivision to combine the parcels for the campus of the existing Campbell County High School. The common boundary of the Campbell County High School East Parking Area and the Hillcrest School Addition may also need to be adjusted south to accommodate the proposed development for the new high school. The properties are zoned Single-Family Residential (R-1) and Two-Family Residential (R-2) and must be designated as a single zoning district before the minor subdivision can be approved by the City of Gillette. The proposed change to Office and Institutional (C-O) District meets the needs of the CCSD#1 to operate and maintain both the Campbell County High School and Hillcrest Elementary School. The C-O designation is compatible with the adjacent residential and commercial districts. The proposed rezoning from residential to institutional will support the development of a new school that directly serves the educational needs of the growing community. This change promotes the public health, safety, and general welfare by providing a safe, modern learning environment designed to meet current building, safety, and environmental standards. The site will include proper access for emergency vehicles, designated drop-off and pick-up areas to manage traffic flow safely, and pedestrian pathways to encourage walkability. Thoughtful site design and landscaping will buffer surrounding residential areas, minimizing impacts such as noise and traffic. Overall, the rezoning enables responsible, community-serving development that enhances long-term neighborhood vitality and supports access to quality education.

\*If a map amendment, complete Section III. If a text amendment, complete section IV.



**CITY OF GILLETTE  
PLANNING COMMISSION**

---

**DATE:** August 26, 2025

---

**TITLE:**

PL2025-0030 - Easement Vacation - 2901 Conestoga Dr

**SUGGESTED ACTION:**

Council Consideration of an Ordinance Approving and Authorizing the Vacation of a 70-foot-wide Stormwater Detention Easement on Lot 1B, of Prestige Park Subdivision; to the City of Gillette, Wyoming, Subject to all Planning Requirements.

I move to Approve an Ordinance Approving and Authorizing the Vacation of a 70-foot-wide Stormwater Detention Easement on Lot 1B, of Prestige Park Subdivision; to the City of Gillette, Wyoming, Subject to all Planning Requirements.

**APPLICANT/OWNER:**

Diverse Energy LLC, Owner

**AGENT:**

Gerald Williams, Inberg-Miller Engineers, Agent

**CASE SUMMARY:**

The applicant is seeking approval for the vacation of a 70-foot-wide Stormwater Detention Easement.

**CASE BACKGROUND:**

The applicant is requesting the vacation of an existing 70-foot-wide Stormwater Detention Easement located at 2901 Conestoga Drive; more specifically, 185'x70' easement, totaling 12,950 sq. ft. that beings at the north property line and runs down the western side of the property. A drainage plan indicated that the easement is unnecessary as the stormwater has been re-routed to the north-eastern side of the property to a detention pond with stormwater pipes draining into it. The following city divisions reviewed the proposed vacation and found no issues with it: Planning, GIS, Engineering, Wastewater, Water, Electrical, and the Fire Department.

**CASE REQUIREMENTS:**

1. All comments and concerns will be addressed in EnerGov prior to filing.

**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:**

September 2nd, 2025

**ATTACHMENTS:**

[Planning Requirements.docx](#)

[Vicinity Map.pdf](#)

[24706-HS Stormwater Easement Vacate S&S 072125\\_v1 \(2\).pdf](#)

[Ordinance.docx](#)

# **Planning Requirements**

**PL2025-0030 | Easement Vacation | 2901 Conestoga St**

The Planning Requirements are as follows:

1. All comments in EnerGov will be addressed.

# Easement Vacation - 2901 Conestoga Dr




Proposed easement area to be vacated



 **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 THE INFORMATION CONTAINED THEREIN.



1 inch equals 83 feet  
1 inch equals 0.02 miles

August 01, 2025

City of Gillette, GIS Division, Campbell County, State of Wyoming



**ORDINANCE NO.**

AN ORDINANCE PROVIDING FOR THE VACATION OF A 70-FOOT-WIDE STORMWATER DETENTION EASEMENT ON LOT 1B, OF PRESTIGE PARK SUBDIVISION; TO THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS.

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

**SECTION ONE.**

Pursuant to the petition of Diverse Energy LLC, property owner of Lot 1B of Prestige Park Subdivision, and the authority of W.S. 15-6-104 and W.S. 34-12-106 through W.S. 34-12-110, the City Council finds that the vacation of the 70 ft. wide Stormwater Detention Easement located at 2901 Conestoga Drive; more specifically, 185'x70' easement, totaling 12,950 sq. ft. that beings at the north property line and runs down the western side of the property, as contained entirely within Lot 1B of Prestige Park Subdivision, as recorded by the Campbell County Clerk in Book 12 of Plats, Page 15, Folder 6 will not abridge or destroy any of the rights and privileges of the other landowners in Lots 1B and 2B, Prestige Park Subdivision; and further finds that the vacation is in the best interest of the City of Gillette. For a more detailed location of the vacation see the attached Exhibit Map.

**SECTION TWO.**

- (a) The Ordinance and Exhibit Map shall be recorded at the Campbell County Clerk's Office upon approval of the Vacation by City Council.
- (b) The Clerk of Campbell County, in whose office the aforesaid plat is recorded, shall write in plain legible letters across that part of the plat so vacated, the word "VACATED" and also make a reference on the same to the volume and page in which the said instrument of Vacation is recorded.

**SECTION THREE.** This ordinance shall be in full force and effect on its effective date, October 7<sup>th</sup>, 2025.

PASSED, APPROVED AND ADOPTED THIS 7<sup>th</sup> day of October, 2025.

\_\_\_\_\_  
Shay Lundvall, Mayor

(S E A L)  
ATTEST:

\_\_\_\_\_  
Alicia Allen, City Clerk

STATE OF WYOMING     )  
  )ss.  
County of Campbell     )

On this \_\_\_ day of \_\_\_\_\_, 2025, before me personally appeared Shay Lundvall, 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 Shay Lundvall acknowledged said instrument to be a free act and deed of said corporation.

Witness my hand and official seal.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_



**CITY OF GILLETTE  
PLANNING COMMISSION**

---

**DATE:** August 26, 2025

---

**TITLE:**

PL2025-0031 – Minor Subdivision – Opseth Subdivision

**APPLICANT/OWNER:**

John & Brenda Opseth, Owner

**AGENT:**

Cevin Imus, Land Surveying Incorporated, Agent

**CASE SUMMARY:**

The applicant proposes combining two existing lots, known as 2331 S Butler Spaeth Rd & 1490 Country Club Rd, into one lot.

**CASE BACKGROUND:**

The applicant proposes combining two existing lots, known as 2331 S Butler Spaeth Rd & 1490 Country Club Rd, into one lot. 2331 S Butler Spaeth Rd is 1.09 acres and currently undeveloped. 1490 Country Club Rd is 0.79 acres and has one residence.

Both properties are zoned R-S, Suburban Residential District, and currently meet the minimum lot size of ½ acre and minimum lot width of 125'. The proposed 1.87-acre lot also meets these minimum requirements.

Pursuant to the City of Gillette Subdivision Regulations for residentially zoned properties, installation of water and sanitary sewer services to each lot is required prior to the filing of the final plat. These improvements were not made to 2331 S Butler Spaeth Rd before platting, and the lot does not currently have water and sewer services installed. If the two properties are allowed to be combined, then what is now 2331 S Butler Spaeth Rd would be served by the existing water and sewer services for 1490 Country Club Rd, removing the nonconformity with the City Subdivision Regulations.

**CASE REQUIREMENTS:**

All comments from the staff review process shall be addressed.

**STAFF RECOMMENDATION:**

Staff recommends approval, subject to all Planning Requirements.

**STAFF REFERENCE:**

Shannon Stefanick, City Planner

**CASE MANAGER:**

Shannon Stefanick, City Planner

**TENTATIVE CITY COUNCIL DATE:**

September 2nd, 2025

**ATTACHMENTS:**

[Vicinity Map](#)

[Draft Plat](#)

[Planning Requirements](#)

[Resolution](#)

# 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 THE INFORMATION CONTAINED THEREIN.



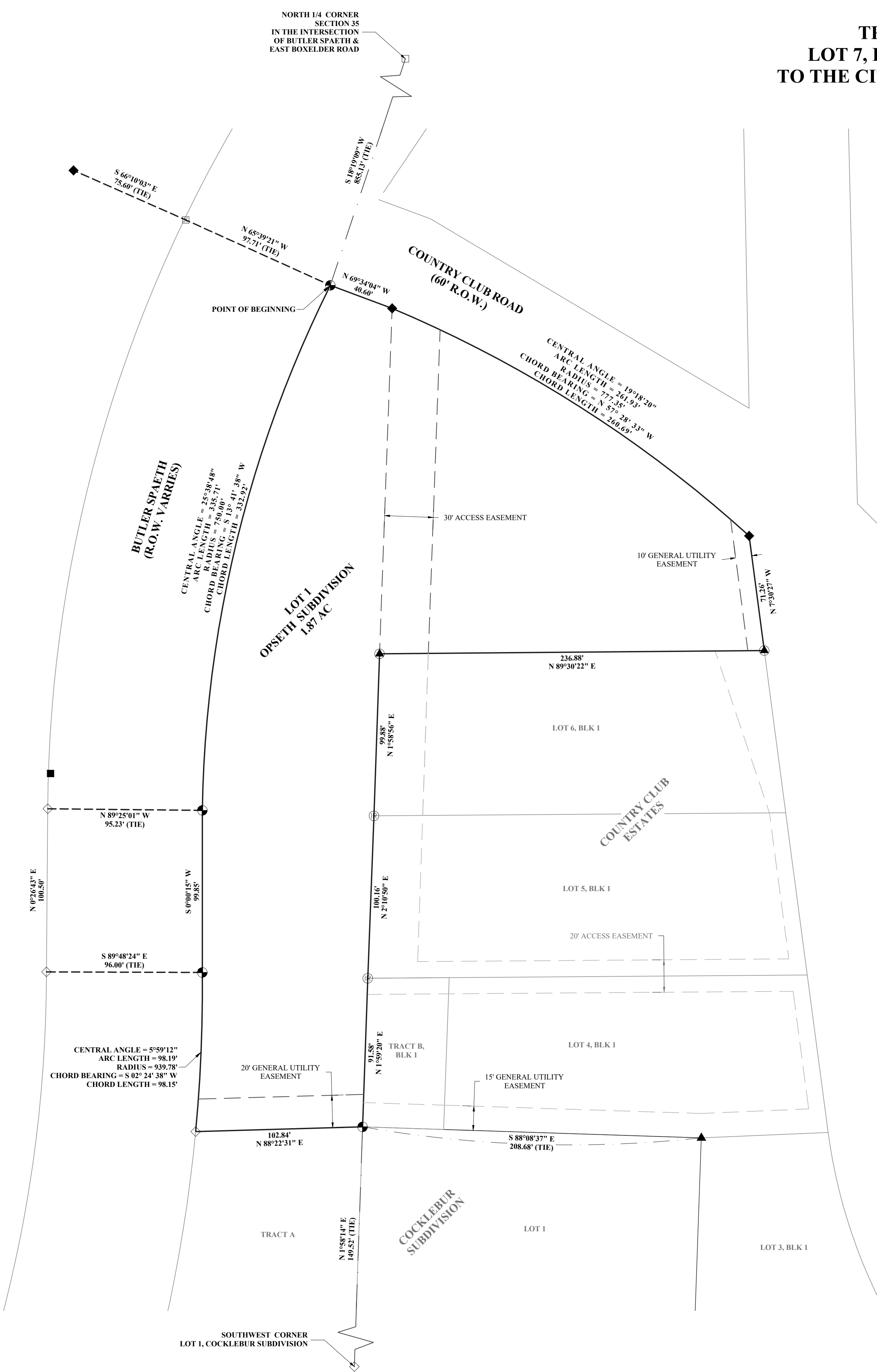
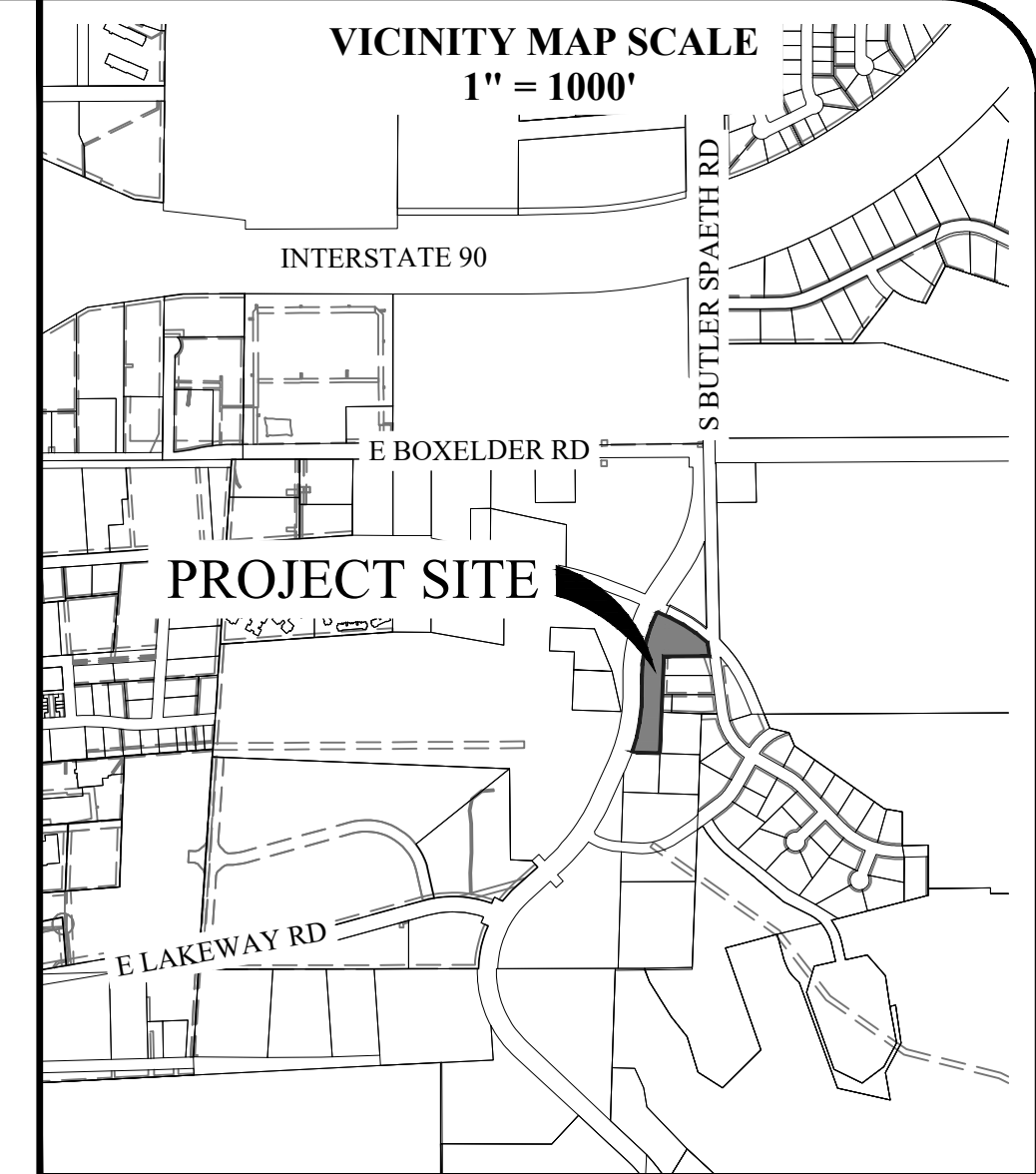
1 inch equals 83 feet

1 inch equals 0.02 miles

July 30, 2025

City of Gillette, GIS Division, Campbell County, City of Gillette, Camp

**FINAL PLAT**  
**OPSETH SUBDIVISION**  
 A TRACT OF LAND LOCATED IN  
 TRACT B OF COCKLEBUR SUBDIVISION AND  
 LOT 7, BLOCK 1 OF COUNTRY CLUB ESTATES, PHASE 1,  
 TO THE CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING



**CERTIFICATE OF DEDICATION**

KNOW ALL MEN BY THESE PRESENTS THAT THE UNDERSIGNED JOHN G. OPSETH AND BRENDA E. OPSETH BEING THE OWNERS, PROPRIETORS OR PARTIES OF INTEREST IN THE LAND SHOWN ON THIS PLAT, DO HEREBY CERTIFY:

THAT THE FOREGOING PLAT DESIGNATED AS TRACT B OF COCKLEBUR SUBDIVISION AND LOT 7, BLOCK 1 OF COUNTRY CLUB ESTATES, PHASE 1 AND, BEING SITUATED IN A PORTION OF THE NE1/4 NW1/4 AND NW1/4 NE1/4 OF SECTION 35, TOWNSHIP 50 NORTH, RANGE 72 WEST, 6TH PRINCIPAL MERIDIAN, CAMPBELL COUNTY, WYOMING, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS

COMMENCING AT THE NORTH 1/4 CORNER OF SAID SECTION 35, BEING MONUMENTED BY AN ALUMINUM CAP, STAMPED "JACKSON"; THENCE S 18°19'09" W A DISTANCE OF 855.13 FEET TO THE NORTHWEST CORNER OF SAID OPSETH SUBDIVISION AND ALSO BEING ON THE EAST RIGHT-OF-WAY OF BUTLER SPAETH AND THE SOUTH RIGHT-OF-WAY OF COUNTRY CLUB ROAD, SAID CORNER BEING MONUMENTED BY AN ALUMINUM CAP, PLS 9328 AND BEING THE TRUE POINT OF BEGINNING;

THENCE FOLLOWING SAID RIGHT-OF-WAY THE FOLLOWING COURSES, ALONG A NON-TANGENT CURVE HAVING A CENTRAL ANGLE OF 25°38'48", AN ARC LENGTH OF 335.71 FEET, A RADIUS OF 750.00 FEET, A CHORD BEARING OF S 13°41'38" W, AND A CHORD LENGTH OF 332.92 FEET TO A POINT BEING MONUMENTED BY AN ALUMINUM CAP, PLS 9328; THENCE S 00°00'15" W A DISTANCE OF 99.88 FEET TO A POINT BEING MONUMENTED BY AN ALUMINUM CAP, PLS 9328; THENCE ALONG A NON-TANGENT CURVE HAVING A CENTRAL ANGLE OF 5°59'12", AN ARC LENGTH OF 98.19 FEET, A RADIUS OF 939.78 FEET, A CHORD BEARING OF S 02°24'38" W, AND A CHORD LENGTH OF 98.15 FEET TO A POINT BEING MONUMENTED BY AN ALUMINUM CAP, PLS 2333; THENCE LEAVING SAID RIGHT-OF-WAY, N 88°22'31" E A DISTANCE OF 102.84 FEET TO A POINT BEING MONUMENTED BY AN ALUMINUM CAP, PLS 9328; THENCE N 1°59'20" E A DISTANCE OF 91.58 FEET TO A POINT BEING MONUMENTED BY A BARE REBAR; THENCE N 2°10'50" E A DISTANCE OF 100.16 FEET TO A POINT BEING MONUMENTED BY A BARE REBAR; THENCE N 1°58'56" E A DISTANCE OF 99.88 FEET TO A POINT BEING MONUMENTED BY A PLASTIC CAP, LS 584; THENCE N 89°30'22" E A DISTANCE OF 236.88 FEET TO A POINT BEING MONUMENTED BY A PLASTIC CAP, LS 584; THENCE ALONG THE WESTERLY RIGHT-OF-WAY OF COUNTRY CLUB ROAD, N 7°30'27" W A DISTANCE OF 71.26 FEET TO A POINT BEING MONUMENTED BY AN ALUMINUM CAP, PLS 6872; THENCE ALONG A NON-TANGENT CURVE HAVING A CENTRAL ANGLE OF 19°18'20", AN ARC LENGTH OF 261.53 FEET, A RADIUS OF 777.25 FEET, A CHORD BEARING OF N 57°28'33" W, AND A CHORD LENGTH OF 260.69 FEET TO A POINT BEING MONUMENTED BY AN ALUMINUM CAP, PLS 6872; THENCE N 69°34'04" W A DISTANCE OF 40.60 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 1.87 ACRES AND IS SUBJECT TO ALL RESERVATIONS, CONDITIONS, AND EASEMENTS OF RECORD.

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 \_\_\_, 2025, A.D. BY:

JOHN G. OPSETH, OWNER

STATE OF \_\_\_\_\_ )  
 COUNTY OF \_\_\_\_\_ )

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_ DAY OF \_\_\_, 2025, A.D., BY JOHN G. OPSETH, OWNER

WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC \_\_\_\_\_

MY COMMISSION EXPIRES: \_\_\_\_\_

EXECUTED THIS \_\_\_ DAY OF \_\_\_, 2025, A.D. BY:

BRENDA E. OPSETH, OWNER

STATE OF \_\_\_\_\_ )  
 COUNTY OF \_\_\_\_\_ )

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_ DAY OF \_\_\_, 2025, A.D., BY BRENDA E. OPSETH, OWNER

WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC \_\_\_\_\_

MY COMMISSION EXPIRES: \_\_\_\_\_

**BASIS OF BEARING**

CITY OF GILLETTE CONTROL

**SUMMARY**

TOTAL LOTS: 1  
 TOTAL AREA: 1.87 ACRES

**SUBDIVISION PURPOSE**

COMBINING TRACT B OF COCKLEBUR SUBDIVISION AND LOT 7, BLOCK 1 OF COUNTRY CLUB ESTATES, PHASE 1, AND BEING PART OF THE CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING, NOW KNOWN AS LOT 1 OF OPSETH SUBDIVISION.

**DECLARATION VACATING PREVIOUS PLATTING:**

THIS PLAT IS THE RE-SUBDIVISION OF TRACT B OF COCKLEBUR SUBDIVISION, AS RECORDED IN BOOK 10 OF PLATS, PAGE 316, AND LOT 7, OF BLOCK 1, OF COUNTRY CLUB ESTATES PHASE 1, AS RECORDED IN BOOK 6 OF PLATS, PAGE 66, 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.

**SURVEY NOTES:**

UPON DISCOVERING THAT BUTLER SPAETH VARIED IN WIDTH, WE ORGANIZED A MEETING WITH THE CITY PLANNING DEPARTMENT AND CITY ENGINEERING DEPARTMENT TO DETERMINE A SOLUTION THAT WOULD WORK BEST FOR ALL PARTIES INVOLVED REGARDING THE BOUNDARIES ON THIS PLAT AND OTHERS. IT WAS DETERMINED THAT IF THE CITY OF GILLETTE WERE TO RECONSTRUCT BUTLER SPAETH, THEY WOULD NOT REQUIRE THE FULL 100 FEET OF RIGHT-OF-WAY PREVIOUSLY SHOWN. AS A RESULT, IT WAS AGREED THAT MOVING FORWARD WITH A VARYING RIGHT-OF-WAY WIDTH WOULD BE THE MOST PRACTICAL SOLUTION.

**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 OPSETH SUBDIVISION, 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, 2025 (CEVIN C. IMUS) PAGE: 1 OF 1  
 DATE: 7/21/2025  
 FILE: 25-082A\_MP

**CERTIFICATE OF THE CITY ENGINEER**

DATA ON THIS PLAT REVIEWED  
 THIS \_\_\_ DAY OF \_\_\_, 2025,  
 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 \_\_\_, 2025,

CHAIRMAN \_\_\_\_\_

SECRETARY \_\_\_\_\_

**CERTIFICATE OF ACCEPTANCE AND APPROVAL BY CITY COUNCIL**

APPROVED BY CITY COUNCIL OF THE CITY OF GILLETTE, WYOMING

THIS \_\_\_ DAY OF \_\_\_, 2025,

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 \_\_\_, 2025,

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

CAMPBELL COUNTY CLERK \_\_\_\_\_

**FINAL PLAT**  
**OPSETH SUBDIVISION**  
 A TRACT OF LAND LOCATED IN  
 TRACT B OF COCKLEBUR SUBDIVISION AND  
 LOT 7, BLOCK 1 OF COUNTRY CLUB ESTATES, PHASE 1,  
 TO THE CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING

**LEGEND**

- ◆ = (SET) ALUMINUM CAP, PLS 9328
- ◆ = (FOUND) ALUMINUM CAP, PLS 6872
- ◇ = (FOUND) ALUMINUM CAP, PLS 2333
- = (FOUND) ALUMINUM CAP, PLS 8663
- = (FOUND) ALUMINUM CAP, STAMPED "JACKSON"
- ▲ = (FOUND) ALUMINUM CAP, PLS 584
- ▲ = (FOUND) PLASTIC CAP, LS 584
- ⊕ = (FOUND) BARE REBAR
- ⊗ = (FOUND) CHISELED "X" IN CONCRETE

PREPARED FOR:  
**JOHN OPSETH**  
 1490 COUNTRY CLUB ROAD  
 GILLETTE, WY 82718

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



PL2025-0031 | Minor Subdivision | Opseth Subdivision

Planning Requirements

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

**RESOLUTION NO.**

**A RESOLUTION APPROVING AND AUTHORIZING THE  
MINOR SUBDIVISION OF THE OPSETH SUBDIVISION; TO  
THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL  
PLANNING REQUIREMENTS.**

WHEREAS the Final Plat of the Opseth Subdivision, to be known as Lot 1 of the Opseth Subdivision; to the City of Gillette, Wyoming has been approved by the City of Gillette Planning Commission by a majority of its members on August 26<sup>th</sup>, 2025, with Planning Requirements.

WHEREAS the recording of the Opseth Subdivision, to be known as Lot 1 of the Opseth Subdivision; 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 26<sup>th</sup>, 2025.

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

the Final Plat Opseth Subdivision, to be known as Lot 1 of the Opseth Subdivision; to the City of Gillette, Wyoming, has been approved by the City of Gillette, Wyoming as prepared by Land Surveying Incorporated, signed by Cevin C. 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 \_\_\_\_\_, 2025.

\_\_\_\_\_  
Shay Lundvall, Mayor

(S E A L)

ATTEST:

\_\_\_\_\_  
Alicia Allen, City Clerk



**CITY OF GILLETTE  
PLANNING COMMISSION**

---

**DATE:** August 26, 2025

**TITLE:**

PL2025-0032 – Minor Subdivision – 4201 Tepee St

**APPLICANT/OWNER:**

Susan Saunders, Owner; Rebecca Mast, Owner

**AGENT:**

Cevin Imus, Land Surveying Incorporated, Agent

**CASE SUMMARY:**

The applicant proposes to combine one existing lot (Lot 17) with one-half lot (southern one-half of Lot 18) to reflect the way the properties were sold and are utilized.

**CASE BACKGROUND:**

The applicant proposes to combine one existing lot (Lot 17) with one-half lot (southern one-half of Lot 18) to reflect the way the properties were sold and are currently being utilized. Sunburst subdivision was originally platted in 1962, before that area’s annexation to the City that occurred in 1984. After platting, 10 of the properties on Block 2 of Sunburst Subdivision were purchased as one- and one-half lots. These properties were later built on and utilized as one lot. These properties are now non-conforming as current zoning regulations do not allow structures to be built over lot lines. The proposed subdivision will remove the nonconformity from the property known as 4201 Tepee St.

As the proposed subdivision only includes the property owned by 4201 Tepee St, the subdivision will result in the northern half of Lot 18 being left over and not absorbed into an existing lot at this time. The northern half of Lot 18 is owned by the adjacent property owners to the north, located at 4111 Tepee St; at this time the property owners have no interest in combining their lots. Per Article III, Section 3.a(5) “each lot resulting from the subdivision procedure shall conform fully to all requirements of the zoning district pertaining to the lots; and each lot shall conform to all current City of Gillette regulations”. The left-over northern half of Lot 18 will not meet the minimum lot width of 50 feet or area of 6,000 square feet requirements for an R-2, Two-Family Residential District zoned property. Therefore, a variance must be granted by City Council for the plat to be filed. The agent has

submitted a letter formally requesting that City Council grant a variance for this subdivision.

Per Article II, Section 3.a. Variances, “When it can be shown that, in the case of a particular subdivision, strict compliance with the provisions of these regulations would cause undue hardship, the City Council may authorize a variance to these requirements”. The denial of this subdivision would likely result in undue hardship for the property owner of 4201 Tepee St. Per the letter requesting the variance: “Without the variance, the homeowner would be required to meet a standard that far exceeds that of surrounding properties, resulting in unnecessary expense and development limitations. The hardship arises from the lot’s historic size and configuration, which predate current regulations.” Planning staff agree with this assessment.

Article II, Section 3 also stipulates under what circumstances a variance can be granted. One such circumstance is that “the variance is necessary for reasonable development of the property in question and will alleviate a clearly demonstrable hardship which is to be provided in writing to City Council”. Per the letter requesting the variance: “The requested variance would permit development that is similar in scale, size, and density to the existing homes on neighboring lots. Granting the variance will not result in a structure or lot configuration that exceeds the established neighborhood character.” Planning staff agree with this assessment as well.

**CASE REQUIREMENTS:**

All comments from the staff review process shall be addressed.

**STAFF RECOMMENDATION:**

Staff recommends approval for the Variance to the Subdivision Regulations and Minor Subdivision, subject to all Planning Requirements.

**STAFF REFERENCE:**

Shannon Stefanick, City Planner

**CASE MANAGER:**

Shannon Stefanick, City Planner

**TENTATIVE CITY COUNCIL DATE:**

September 2nd, 2025

**ATTACHMENTS:**

- [Saunders Request for Variance](#)
- [Vicinity Map](#)
- [Resolution](#)
- [Draft Plat](#)
- [Subdivision Regulations - Variance](#)
- [Planning Requirements](#)

August 8, 2025

**City of Gillette Planning Division - Development Services**

**Attn:** Shannon Stefanick

201 E. 5<sup>th</sup> St., 2<sup>nd</sup> Floor

Gillette, WY 82716

Via email: [shannonh@gillettewy.gov](mailto:shannonh@gillettewy.gov)

**RE: Request for Variance – Minimum Lot Size Requirement 4201 Tepee St. (S1/2 of Lot 18 and Lot 17, of Block 3, Sunburst Subdivision) Parcel ID#49720220302100**

Ms. Stefanick :

I am writing on behalf of Susan Saunders, the owner of the property located at 4201 Tepee St, to respectfully request a variance from the current **minimum lot size requirement** outlined in the City of Gillette Adopted Ordances Two-Family Residential (R-2).

These properties were **grandfathered lots**, platted initially, and recorded under Campbell County jurisdiction, before annexation into the City of Gillette. The lot was legally created and has historically existed in its present configuration. Under current City standards, these half lots of the Sunburst Subdivision do not meet the newly adopted minimum lot size requirement; however, the requested variance would allow for the reasonable development of the property consistent with the character of the surrounding neighborhood.

**Justification for Variance:**

**1. Consistency with Surrounding Properties:**

The requested variance would permit development that is similar in scale, size, and density to the existing homes on neighboring lots. Granting the variance will not result in a structure or lot configuration that exceeds the established neighborhood character.

**2. Unreasonable Hardship Without Variance:**

Without the variance, the homeowner would be required to meet a standard that far exceeds that of surrounding properties, resulting in unnecessary expense and development limitations. The hardship arises from the lot's historic size and configuration, which predate current regulations.

**3. No Adverse Impact:**

The variance will not be detrimental to the public health, safety, or welfare. All other applicable building, zoning, and utility requirements will be met. The proposed development will maintain compliance with setbacks, height limitations, and drainage requirements.

**4. Preservation of the Intent of the Code:**

Granting the variance will not change the intent of the minimum lot size regulation, which is to ensure

orderly development, adequate infrastructure, and compatibility with surrounding uses. The proposed project meets these objectives while accommodating an existing, legally established lot.

For these reasons, we respectfully request approval of this variance. We believe it represents a fair and reasonable approach to allow development in a manner consistent with the neighborhood and the original intent of the property's use.

I appreciate your consideration of this request. Please get in touch with me at 307-682-1661 or [cimus@lsi-inc.us](mailto:cimus@lsi-inc.us) if you have questions or require additional documentation.

Sincerely,



**Cevin C. Imus, PLS**

# Vicinity Map (Lots to be Combined in Purple)



**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 THE INFORMATION CONTAINED THEREIN.



1 inch equals 42 feet

1 inch equals 0.01 miles

August 04, 2025

City of Gillette, GIS Division, Campbell County, City of Gillette, Camp

**RESOLUTION NO.**

**A RESOLUTION APPROVING AND AUTHORIZING THE  
MINOR SUBDIVISION OF LOT 17 & THE SOUTH ½ OF LOT  
18, BLOCK 3 OF SUNBURST SUBDIVISION; TO THE CITY  
OF GILLETTE, WYOMING, SUBJECT TO ALL PLANNING  
REQUIREMENTS.**

WHEREAS the Final Plat of the Resubdivision of Lot 17 & the South ½ of Lot 18, Block 3 of Sunburst Subdivision to be known as Lot 17A, Block 3 of Sunburst Subdivision; to the City of Gillette, Wyoming has been approved by the City of Gillette Planning Commission by a majority of its members on August 26<sup>th</sup>, 2025, with Planning Requirements.

WHEREAS the recording of the Resubdivision of Lot 17 & the South ½ of Lot 18, Block 3 of Sunburst Subdivision to be known as Lot 17A, Block 3 of Sunburst Subdivision; 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 26<sup>th</sup>, 2025.

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

the Final Plat of the Resubdivision of Lot 1B of Block 7, of the Resubdivision of Lot 17 & the South ½ of Lot 18, Block 3 of Sunburst Subdivision to be known as Lot 17A, Block 3 of Sunburst Subdivision; 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 \_\_\_\_\_, 2025.

\_\_\_\_\_  
Shay Lundvall, Mayor

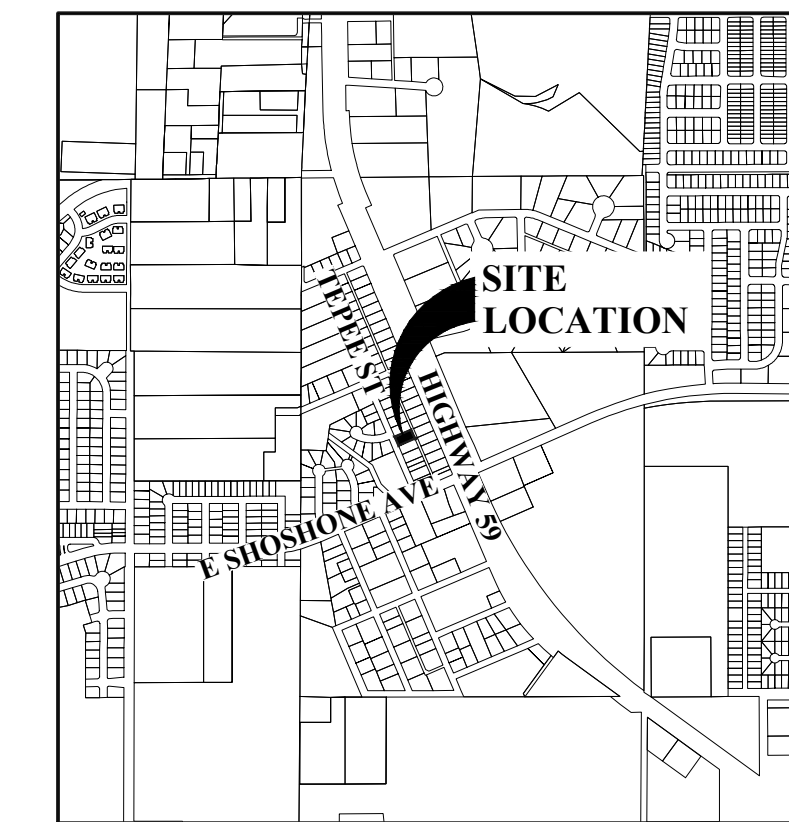
(S E A L)

ATTEST:

\_\_\_\_\_  
Alicia Allen, City Clerk

THE RESUBDIVISION OF  
 LOT 17 & THE SOUTH 1/2 LOT 18, BLOCK 3 OF SUNBURST SUBDIVISION,  
 TO BE KNOWN AS  
**LOT 17A, BLOCK 3 OF SUNBURST SUBDIVISION,**  
 TO THE CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING

VICINITY MAP  
 1" = 1500'



**CERTIFICATE OF OWNERSHIP**

KNOW ALL MEN BY THESE PRESENTS THAT THE UNDERSIGNED SUSAN F. SAUNDERS AND REBECCA M. MAST, 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 17 & THE SOUTH 1/2 LOT 18, BLOCK 3 OF SUNBURST SUBDIVISION, BEING SITUATED IN A PORTION OF THE SE1/4 NE1/4 OF SECTION 3, TOWNSHIP 49 NORTH, RANGE 72 WEST, CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING AND IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOT 17A, BLOCK 3 OF SUNBURST SUBDIVISION TO THE CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING AND CONTAINS AN AREA OF 15,718.73 SQUARE FEET, 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 IN 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.

EXECUTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, A.D. BY:

\_\_\_\_\_  
 SUSAN F. SAUNDERS

STATE OF WYOMING) §  
 COUNTY OF CAMPBELL)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, A.D., BY SUSAN F. SAUNDERS

WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC \_\_\_\_\_

MY COMMISSION EXPIRES: \_\_\_\_\_

EXECUTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, A.D. BY:

\_\_\_\_\_  
 REBECCA M. MAST

STATE OF WYOMING) §  
 COUNTY OF CAMPBELL)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, A.D., BY REBECCA M. MAST

WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC \_\_\_\_\_

MY COMMISSION EXPIRES: \_\_\_\_\_

**APPROVALS**

THE RESUBDIVISION OF LOT 17 AND THE SOUTH 1/2 LOT 18, BLOCK 3 OF SUNBURST SUBDIVISION, TO BE KNOWN AS LOT 17A, BLOCK 3 OF SUNBURST SUBDIVISION, IS HEREBY APPROVED FOR RECORDING AS AN ADMINISTRATIVE PLAT ON \_\_\_\_\_ THROUGH AUTHORITY GRANTED BY THE CITY OF GILLETTE SUBDIVISION REGULATIONS.

\_\_\_\_\_  
 CITY ADMINISTRATOR

\_\_\_\_\_  
 DIRECTOR OF ENGINEERING  
 AND DEVELOPMENT SERVICES

**RECORDING INFORMATION**

THIS PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE CLERK AND  
 RECORDER AT \_\_\_\_ O'CLOCK \_\_\_\_ M. THIS \_\_\_\_ DAY OF \_\_\_\_\_,  
 20\_\_\_\_, A.D., AND IS DULY RECORDED IN BOOK NUMBER \_\_\_\_ OF PLATS, PAGE NUMBER \_\_\_\_.

\_\_\_\_\_  
 COUNTY CLERK

**THE RESUBDIVISION OF  
 LOT 17 & THE SOUTH 1/2 LOT 18, BLOCK 3 OF  
 SUNBURST SUBDIVISION  
 TO BE KNOWN AS  
 LOT 17A, BLOCK 3 OF  
 SUNBURST SUBDIVISION,  
 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 LOT 17A, BLOCK 3, OF SUNBURST SUBDIVISION TO THE CITY OF GILLETTE, WYOMING, AS LAID OUT, PLATTED, DEDICATED AND SHOWN HEREON, THAT SUCH PLAT WAS MADE FROM AN ACCURATE SURVEY OF SAID PROPERTY BY ME AND UNDER MY SUPERVISION AND CORRECTLY SHOWS THE LOCATION AND DIMENSIONS OF THE LOTS, EASEMENTS AND STREETS OF SAID SUBDIVISION AS THE SAME ARE STAKED UPON THE GROUND IN COMPLIANCE WITH CITY OF GILLETTE REGULATIONS GOVERNING THE SUBDIVISION OF LAND.

(CEVIN C. IMUS PLS NO. 9328)

**BASIS OF BEARING:**

CITY OF GILLETTE CONTROL

**SUMMARY:**

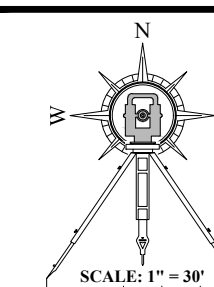
TOTAL LOTS: 1  
 TOTAL AREA: 15,718.73 SQUARE FEET (0.36 AC.)

**DECLARATION VACATING PREVIOUS PLATTING:**

THIS PLAT IS A RESUBDIVISION OF LOTS 17 AND THE SOUTH 1/2 LOT 18, BLOCK 3, SUNBURST SUBDIVISION, AS RECORDED IN BOOK 1 OF PLATS, PAGE 67 OF THE RECORDS OF THE CAMPBELL COUNTY CLERK'S OFFICE. ALL EARLIER PLATS OR PORTIONS THEREOF ENCOMPASSED BY THE BOUNDARIES OF THIS PLAT ARE HEREBY VACATED.

**LEGEND**

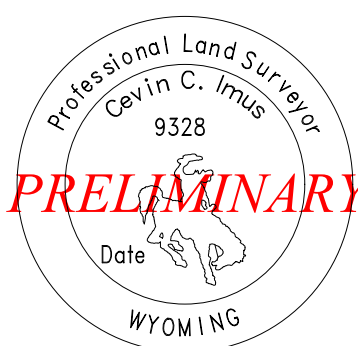
- ⊕ = (SET) ALUMINUM CAP, PLS 9328
- ⊙ = (FOUND) BARE REBAR



PREPARED FOR:  
**SUSAN SAUNDERS**  
 4201 TEEPEE STREET  
 GILLETTE, WYOMING 82718

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: 7/21/2025  
 FILE: 25131A\_AP



**PRELIMINARY**

## SECTION 3. VARIANCES

---

- a. When it can be shown that, in the case of a particular subdivision, strict compliance with the provisions of these regulations would cause undue hardship, the City Council may authorize a variance to these requirements. The granting of any variance shall be based upon evidence provided by the applicant. The evidence shall be reviewed by the Planning staff and forwarded to the Planning Commission for their recommendation to City Council. The evidence shall be based upon the following findings:
1. there are unusual topographical or other special circumstances associated with the property which are not the result of any action of the subdivider and which prohibit the use of the property in a manner similar to the use of adjacent or nearby properties;
  2. the variance is necessary for reasonable development of the property in question and will alleviate a clearly demonstrable hardship which is to be provided in writing to City Council;
  3. the variance will not nullify the intent or purpose of these regulations; and,
  4. granting the variance will not be detrimental to the general public health, safety and welfare.
- b. Any variance granted shall constitute the minimum adjustment necessary to alleviate the hardship.
- c. A request for a variance may be submitted at the following times: at the time of the Sketch Plat filing; simultaneously with the Preliminary Plat; at the time of Final Plat for situations not determined at the Preliminary Plat phase.
- d. All requests for variances shall be submitted, in writing, to the Planning Division. Variances shall be reviewed by the Planning Commission and their recommendation shall be forwarded to the City Council. All variance requests shall be acted upon by the City Council. In granting a variance, the Council may impose such conditions as will ensure substantial compliance with the objectives and standards of these regulations. The findings and action on each variance, and any conditions imposed, shall be recorded in the minutes of the Council and a copy provided to the Planning Division.

PL2025-0032 | Minor Subdivision | 4201 Tepee St

Planning Requirements

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



**CITY OF GILLETTE  
PLANNING COMMISSION**

---

**DATE:** August 26, 2025

---

**TITLE:**

PL2025-0033 – Minor Subdivision – 4001 E Collins Rd

**APPLICANT/OWNER:**

Matthew & Laurie Walker, Owner; Powder River Land Development LLC, Owner

**AGENT:**

Cevin Imus, land Surveying Incorporated, Agent

**CASE SUMMARY:**

The applicant proposes to subdivide an existing developed 2.22-acre parcel into two individual lots.

**CASE BACKGROUND:**

The applicant proposes to subdivide an existing developed 2.22-acre parcel into two individual lots. Lot 1 is proposed to be 1.48 acres and will contain the northern building. Lot 2 is proposed to be 0.73 acres and will contain the southern building.

The property located at 4001 E Collins Rd is zoned I-2, Heavy Industrial District. There is no minimum lot size or width in an I-2 District. Both proposed properties are served by existing utilities.

**CASE REQUIREMENTS:**

All comments from the staff review process shall be addressed.

**STAFF RECOMMENDATION:**

Staff recommends approval, subject to all Planning Requirements.

**STAFF REFERENCE:**

Shannon Stefanick, City Planner

**CASE MANAGER:**

Shannon Stefanick, City Planner

**TENTATIVE CITY COUNCIL DATE:**

September 2nd, 2025

**ATTACHMENTS:**

[Vicinity Map](#)

[Resolution](#)

[Draft Plat](#)

[Planning Requirements](#)

# Vicinity Map



3999

4001

4003

E Collins Rd

4000

Wall Street Ct

4080

4150

50



**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 THE INFORMATION CONTAINED THEREIN.



1 inch equals 83 feet

1 inch equals 0.02 miles

July 30, 2025

City of Gillette, GIS Division, Campbell County, City of Gillette, Camp

**RESOLUTION NO.**

**A RESOLUTION APPROVING AND AUTHORIZING THE  
MINOR SUBDIVISION OF LOT 10B, COLLINS HEIGHTS  
INDUSTRIAL PARK SUBDIVISION; TO THE CITY OF  
GILLETTE, WYOMING, SUBJECT TO ALL PLANNING  
REQUIREMENTS.**

WHEREAS the Final Plat of the Resubdivision of Lot 10B of Collins Heights Industrial Park Subdivision to be known as Lots 10C & 10D of Collins Heights Industrial Subdivision; to the City of Gillette, Wyoming has been approved by the City of Gillette Planning Commission by a majority of its members on August 26<sup>th</sup>, 2025, with Planning Requirements.

WHEREAS the recording of the Resubdivision of Lot 10B of Collins Heights Industrial Park Subdivision to be known as Lots 10C & 10D of Collins Heights Industrial Subdivision; 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 26<sup>th</sup>, 2025.

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

the Final Plat of the Resubdivision of Lot 1B of Block 7, of the Resubdivision of Lot 10B of Collins Heights Industrial Park Subdivision to be known as Lots 10C & 10D of Collins Heights Industrial Subdivision; to the City of Gillette, Wyoming, has been approved by the City of Gillette, Wyoming as prepared by Land Surveying Incorporated, signed by Aaron Bicknese, Professional Land Surveyor, Wyoming Registration Number 18548, is hereby approved for filing with the Campbell County Clerk and Ex-Officio Recorder of Deeds.

PASSED, APPROVED, AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

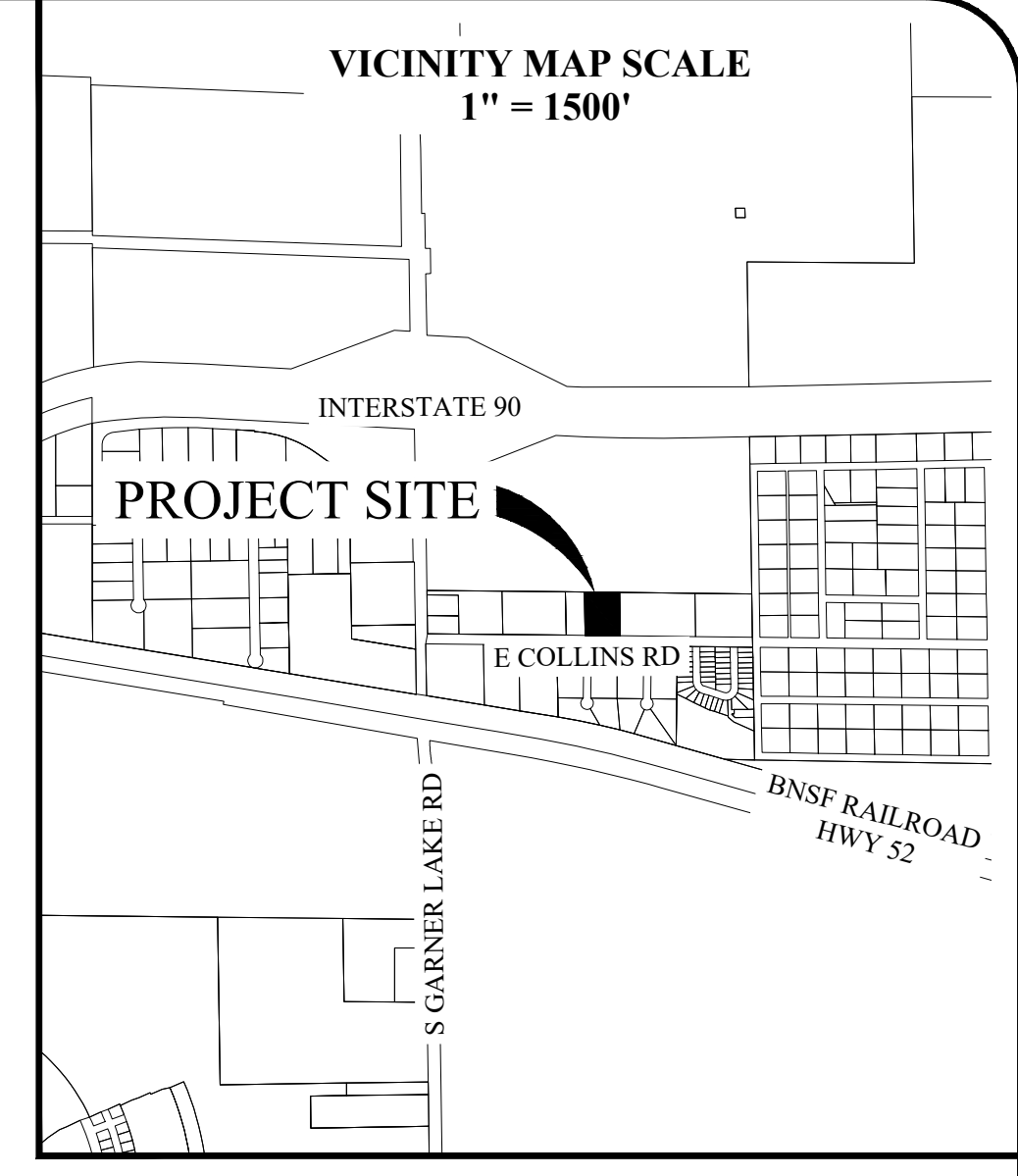
\_\_\_\_\_  
Shay Lundvall, Mayor

(S E A L)

ATTEST:

\_\_\_\_\_  
Alicia Allen, City Clerk

**FINAL PLAT**  
**RESUBDIVISION OF LOT 10B OF COLLINS HEIGHTS INDUSTRIAL PARK SUBDIVISION**  
 TO BE KNOWN AS LOTS 10C AND 10D OF COLLINS HEIGHTS INDUSTRIAL PARK SUBDIVISION  
 CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING



UNPLATTED

N 89°25'20" W  
279.53'

**LOT 10C**  
1.48 AC

**LOT 10D**  
0.73 AC

**COLLINS ROAD**  
(80' R.O.W)

LOT 9

LOT 10A

**CERTIFICATE OF DEDICATION**

KNOW ALL MEN BY THESE PRESENTS THAT THE UNDERSIGNED POWDER RIVER LAND DEVELOPMENT LLC BEING THE OWNERS, PROPRIETORS OR PARTIES OF INTEREST IN THE LAND SHOWN ON THIS PLAT, DO HEREBY CERTIFY:

THAT THE FOREGOING PLAT DESIGNATED AS LOT 10B OF COLLINS HEIGHTS INDUSTRIAL PARK SUBDIVISION, CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS

LOT 10C AND LOT 10D OF COLLINS HEIGHTS INDUSTRIAL PARK SUBDIVISION A TRACT OF LAND LOCATED IN A PORTION OF THE NE1/4 NW1/4, OF SECTION 30, T50N-R71W TO THE CITY GILLETTE, CAMPBELL COUNTY, WYOMING.

SAID PARCEL CONTAINS 2.21 ACRES AND IS SUBJECT TO ALL RESERVATIONS, CONDITIONS, AND EASEMENTS OF RECORD.

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 \_\_\_\_\_, 2025, A.D. BY:

\_\_\_\_\_  
MATT WALKER, PRESIDENT, POWDER RIVER LAND DEVELOPMENT LLC

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ )

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2025, A.D., BY MATT WALKER, PRESIDENT, POWDER RIVER LAND DEVELOPMENT LLC

WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC \_\_\_\_\_  
MY COMMISSION EXPIRES: \_\_\_\_\_

**BASIS OF BEARING**

CITY OF GILLETTE CONTROL

**SUMMARY**

TOTAL LOTS: 2  
TOTAL AREA: 2.21 ACRES

**SUBDIVISION PURPOSE**

TO DIVIDE LOT 10B OF THE RESUBDIVISION OF COLLINS HEIGHTS INDUSTRIAL PARK SUBDIVISION LOCATED IN THE NE1/4 NW1/4 OF SECTION 30 T50N-R71W, OF THE 6TH P.M. CAMPBELL COUNTY, WYOMING, AND BEING PART OF THE CITY OF GILLETTE, NOW TO BE KNOWN AS LOTS 10C AND 10D OF COLLINS HEIGHTS INDUSTRIAL PARK SUBDIVISION.

**DECLARATION VACATING PREVIOUS PLATTING:**

THIS PLAT IS THE RE-SUBDIVISION OF LOT 10B, OF COLLINS HEIGHT SUBDIVISION, AS RECORDED IN BOOK 5 OF PLATS, PAGE 124, 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 THE CITY ENGINEER**

DATA ON THIS PLAT REVIEWED

THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2025,  
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 \_\_\_\_\_, 2025,

CHAIRMAN \_\_\_\_\_

SECRETARY \_\_\_\_\_

**CERTIFICATE OF ACCEPTANCE AND APPROVAL BY CITY COUNCIL**

APPROVED BY CITY COUNCIL OF THE CITY OF GILLETTE, WYOMING

THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2025,

MAYOR \_\_\_\_\_

CITY CLERK \_\_\_\_\_

**CERTIFICATE OF COUNTY CLERK**

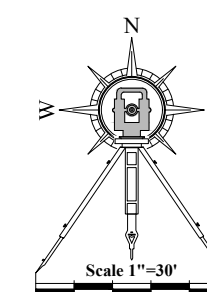
THIS PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE CLERK AND RECORDER

AT \_\_\_\_ O'CLOCK, \_\_\_\_ M., THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2025,

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

CAMPBELL COUNTY CLERK \_\_\_\_\_

FINAL PLAT  
**RESUBDIVISION OF LOT 10B OF COLLINS HEIGHTS INDUSTRIAL PARK SUBDIVISION**  
 TO BE KNOWN AS LOTS 10C AND 10D OF COLLINS HEIGHTS INDUSTRIAL PARK SUBDIVISION  
 CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING

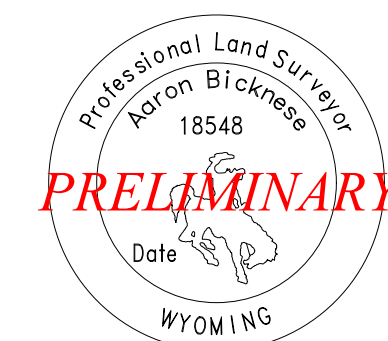


- LEGEND**
- ◆ = (FOUND) BRASS CAP, ILLEGIBLE
  - ◇ = (FOUND) ALUMINUM CAP, ILLEGIBLE
  - ⊙ = (FOUND) BARE REBAR

ALL COURSES ARE MEASURED UNLESS NOTED

PREPARED FOR:  
**POWDER RIVER LAND DEVELOPMENT LLC**  
 4001 E. COLLINS RD  
 GILLETTE, WY 82718

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



**SURVEYOR'S CERTIFICATE**

I, AARON BICKNESE, 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 LOTS 10C AND 10D OF COLLINS HEIGHTS INDUSTRIAL PARK SUBDIVISION, 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, 2025 (AARON BICKNESE)

PAGE: 1 OF 1  
 DATE: 7/17/2025  
 FILE: 25144A.MP

PL2025-0033 | Minor Subdivision | 4001 E Collins Rd

Planning Requirements

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