



**CITY OF GILLETTE
PLANNING COMMISSION**

Tuesday, March 12, 2024

5:15 PM

**Community Conference Room 2nd Floor
201 E. 5th Street, Gillette, Wyoming 82716
(307) 686-5281**

Call To Order

Approval of Minutes

- 1. Meeting Minutes of February 13, 2024**

Cases

Case No. PL2024-0001 Annexation Plat – Capps Annexation Second Addition

Old Business

New Business

Adjournment

Planning Commission Meeting Comment Form

CHAIRMAN

Shaun Hottell

VICE-CHAIRMAN

Ryan Conklin

BOARD MEMBERS

Cristal Pratt

Richard Cone

Matthew Nelson

Ian Scott

Jack Colson

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**CITY OF GILLETTE
PLANNING COMMISSION
March 12, 2024 5:15:00 PM
Community Conference Room 2nd Floor
201 E. 5th Street, Gillette, Wyoming 82716
(307)686-5281**

DATE: 3/12/2024 5:15:00 PM

CASE NUMBER AND TITLE:

Meeting Minutes of February 13, 2024

APPLICANT/OWNER:

AGENT:

CASE SUMMARY:

CASE BACKGROUND:

CASE REQUIREMENTS:

STAFF RECOMMENDATION:

CASE MANAGER:

TENTATIVE CITY COUNCIL DATE:

ATTACHMENTS:

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[Meeting Minutes 02/13/2024](#)

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
Community Room ~ City Hall ~ February 13, 2024 ~5:15 pm

PRESENT Commission Members Present: Chair Shaun Hottell, Vice-Chair Ryan Conklin, Richard Cone, Matthew Nelson, Cristal Pratt, and Ian Scott.

Commission Members Absent: Jack Colson

Staff Present: Meredith Duvall, Planning Manager; Jill McCarty, Sr. Admin Assistant

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 Ian Scott to approve the meeting minutes of January 23, 2024. Vice-Chair Conklin seconded the motion. Motion carried 6/0.

Case No. The applicant, Trevor Norris, Sawtooth Builders, seeks to subdivide 2005 S Douglas Hwy into two lots for ownership purposes.
PL2023-0047
MINOR
SUBDIVISION- The lot is currently zoned C-1, General Commercial District. There is no minimum area of a zone lot in the C-1 Zoning District. No plans for the development of the proposed new lot have been submitted.
2005 S Douglas Hwy

The required improvements for the new lot will be determined at the time of development through the City of Gillette Development Review Process.

Meredith Duvall said the city Planning Division received three phone calls from citizens regarding the case and were general inquiries only.

Chair Hottell asked if there were any comments from the public or Commission on the case.

Richard Cone asked if there was wording in an agreement to keep the parking lot up to specifications, or if wording could be added. Meredith Duvall said she will confer with the City Attorney if language can be added to the parking lot agreement. Ms. Duvall said also that parking lot maintenance is still part of the city's zoning ordinance.

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

OLD BUSINESS None.

NEW BUSINESS Meredith Duvall said the next meeting will be March 12, 2024.

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

Minutes taken and prepared by Jill McCarty, Sr. Admin Assistant.



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(307)686-5281**

DATE: 3/12/2024 5:15:00 PM

CASE NUMBER AND TITLE:

PL2024-0001

Annexation Plat – Capps Annexation Second Addition

APPLICANT/OWNER:

Linda Capps, Owner

AGENT:

Jaime Tarver, Tarver Consulting

CASE SUMMARY:

The owner has initiated the annexation of a tract of land adjacent and contiguous to the City of Gillette, Wyoming, pursuant to Wyoming Statute 15-1-403, known as the Capps Annexation Second Addition.

CASE BACKGROUND:

During their regular scheduled meeting on March 5, 2024, the Governing Body of the City of Gillette approved Resolution No. 2866, initiating the annexation of 54.2 acres adjacent and contiguous to the City of Gillette, Wyoming, pursuant to Wyoming Statute 15-1-403, known as the Capps Annexation Second Addition.

The County has sent a letter supporting this annexation. Their letter stated the following: “In accordance with 2013 Campbell County Comprehensive Plan (Comp Plan) Chapters 3 and 6, ‘Land Use’ and ‘Goals and Implementation’ respectively, the County supports this annexation request. The Campbell County Planning Commission supported the creation and zoning of the property for economic development on October 19, 2023, with the board of County Commissioners approval on November 21, 2023. Additionally, the 2023 Gillette Vision 2040 ‘Industrial Diversification Action Plan’ Theme 1, Item 2, encourages streamlining City/County processes. Annexing the Capp property complies with this action item.”

This area is a logical extension of the City limits and will be serviceable. The land is generally located east of Garner Lake Road, between Vaquero Dr and I-90, and is bordered by corporate limits on the west side of the property. The owners desire to have the Tract annexed and zoned for C-1, General Commercial District uses with access to City services. There are no statutes or ordinances that regulate the shape or size of an area to be annexed.

The proposed zoning of the area is C-1, General Commercial District. The Comprehensive Plan that was adopted in 2013 envisioned the future land use to be a Mixed-Use Industrial Area. Across the Interstate, just south of the Tract, the Comprehensive Plan envisioned future land use to be Mixed Use Commercial/Industrial. Although C-1, General Commercial District, is not in perfect alignment with the proposed future use of Mixed-Use Industrial, it is a natural step back from what was proposed. C-1 will be in better keeping with the existing commercial lots on the west side of Garner Lake. Additionally, the transition from the nearby residential areas to a C-1 Zoning District will also be more in keeping with standard planning practices. The City Council will make the final zoning determination at the time of annexation.

The site currently has some mobile homes and small storage structures. The mobile homes are supplied by a private well that is situated on an adjacent property and private septic systems. If this Tract is zoned C-1, then the existing mobile homes would be considered a nonconforming use and have an exempt or "grandfathered in" status upon annexation. If a mobile home were to be removed from its existing location for more than twelve consecutive months, then the "grandfathered" status would be removed, and no other mobile home could be placed in its stead. If the mobile home were to be replaced within a period of less than twelve months, the new mobile home could be no larger than the original and would have to be placed in the same location. When the water well and septic systems fail, it will be required that those water and septic systems are replaced with City of Gillette Wastewater and Water services. The owners will be required to pay for these improvements. Any new development will not be allowed to hook up to these private services.

There is no significant City investment required in support of this annexation for water, sewer, streets, drainage or parks. This area is a logical extension of the City of Gillette corporate limits and will be serviceable. Water and sewer services are available for the annexation area with services within an acceptable distance to the proposed annexation area. There is public access from Garner Lake Road. Gas and electrical are available for extension as well. Required upgrades to utilities are the responsibility of the property owners within the annexation area. Road and utility extensions and connections will be determined at the time of development of the property.

Any future development or construction will be reviewed by the City and shall meet City standards.

The additional tax upon landowners resulting from annexation is an additional 8 mills (\$8.00 per \$1,000 of assessed value) collected by the City for General Operation of the City. The County Tax Assessor's Office is responsible for establishing the classification of property, assessed value, and the assessment rate.

As per the State of Wyoming Statute 15-1-402, each landowner within 300 feet of the proposed annexation will be provided a letter by certified mail including the Public Hearing Notice outlining specific items such as water and sewer services, electrical services as well as a more comprehensive outline of the items previously mentioned.

CASE REQUIREMENTS:

None

STAFF RECOMMENDATION:

Staff recommends approval.

CASE MANAGER:

Shannon Stefanick, City Planner

TENTATIVE CITY COUNCIL DATE:

April 16, 2024

ATTACHMENTS:

Click to download
<input type="checkbox"/> Capps Annexation Ordinance
<input type="checkbox"/> 1/2 Mile Radius Vicinity Map
<input type="checkbox"/> COG and County Zoning Map
<input type="checkbox"/> COG Zoning Map
<input type="checkbox"/> Capps Annexation Plat
<input type="checkbox"/> Public Hearing Notice
<input type="checkbox"/> Vicinity Map
<input type="checkbox"/> Annexation Report

ORDINANCE NO.

AN ORDINANCE APPROVING AND AUTHORIZING THE EXTENSION OF THE BOUNDARIES OF THE CITY OF GILLETTE, WYOMING, AND ANNEXATION OF A TRACT OF LAND KNOWN AS THE CAPPS ANNEXATION SECOND ADDITION, ENTIRELY ADJACENT AND CONTIGUOUS TO THE PRESENT BOUNDARIES OF THE CITY OF GILLETTE, WYOMING, PURSUANT TO W.S. 15-1-403, AND ESTABLISHING A C-1, GENERAL COMMERCIAL ZONING DISTRICT, SUBJECT TO ALL PLANNING REQUIREMENTS

ANNEXATION PLAT PARCEL LOCATED IN A PORTION OF SECTION 19, TOWNSHIP 50 NORTH, RANGE 71 WEST OF THE SIXTH PRINCIPAL MERIDIAN, CAMPBELL COUNTY, WYOMING

WHEREAS, The Landowner has initiated the annexation of a tract of land entirely adjacent and contiguous to the City of Gillette, Wyoming pursuant to Wyoming Statute 15-1-403, known as the Capps Annexation Second Addition;

WHEREAS, The Governing Body of the City of Gillette passed and approved Resolution No. 2866 at its regular meeting on March 5th, 2024; directing the preparation and distribution of an Annexation Report in accordance with Wyoming Statutes; directing the publication of a public hearing notice, establishing a date for a public hearing at the hour of 6:00 o'clock p.m., on April 16th, 2024 in the City Council Chambers, City Hall, Gillette, Wyoming and ordering that Notice be sent to the owners of the tracts described therein;

WHEREAS, a Notice of Hearing in compliance with Wyoming Statutes 15-1-405, was published in the Gillette News Record on March 16th, 2024 and April 6th, 2024; and the public hearing notice were mailed to the owners of the tracts of land as required by law, by certified mail at least 15 business days prior to the public hearing along with a copy of the Annexation Report pursuant to Wyoming Statutes 15-1-402; the public hearing was held as advertised, on April 16th, 2024, in the City Council Chambers, City Hall, Gillette, Wyoming, at which time the City Council did unanimously find that the requirements of Wyoming Statutes 15-1-402, were satisfied and that the area to be annexed is adjacent and contiguous to the corporate limits of the City of Gillette and that said areas should be annexed to the City;

WHEREAS, the City Council did find by Resolution dated March 5th, 2024 the necessary tests enunciated by Wyoming Statutes 15-1-402 were satisfied; and that the said Governing Body has determined that the area should be included within the corporate limits of said City of Gillette, Wyoming;

WHEREAS, a Public Hearing for the March 12th, 2024 City of Gillette Planning Commission Meeting was duly advertised; and

WHEREAS, the City of Gillette Planning Commission by a majority vote of its members on March 12th, 2024 reviewed the request and recommended that the request for Annexation be approved by the Gillette Governing Body and further recommended that the tract to be annexed be zoned C-1, General Commercial Zoning District.

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

Section 1. That pursuant to the petition filed with the City Council of the City of Gillette, Wyoming, there is hereby annexed to and included in the boundaries of the City of Gillette, Wyoming, the tract of land more fully described within the Annexation Plat attached hereto and incorporated herein by this reference.

Section 2. That all previous Ordinances defining the boundaries of the said City of Gillette, Wyoming, shall be and the same are hereby amended to include the area as herein described; and all Ordinances or parts of Ordinances in conflict with this Ordinance are hereby repealed to the extent of any inconsistency.

Section 3. That an area of land known as the Capps Annexation Second Addition, as shown on the Annexation Plat, Campbell County, Wyoming is composed of two Tracts of

land. The parcels of land for the Annexation are to be zoned C-1, General Commercial Zoning District. The property to be zoned is legally described as follows:

The following property is to be zoned C-1, General Commercial Zoning District:

Legal Description

CAPPS ANNEXATION SECOND ADDITION SECTION 19, TOWNSHIP 50 NORTH, RANGE 71 WEST

Tract A

Following is a parcel of land situated in a portion of the SW1/4NW1/4 and NW1/4SW1/4 of Section 19, T50N, R71W, of the Sixth Principal Meridian, Campbell County, Wyoming, more particularly described as follows:

Commencing at the northwest corner of said section 19, from which the west one-quarter of said Section 19 bears S00°53'22"E, a distance of 2634.65', basis of bearing for this description; thence S44°56'46"E, a distance of 1870.23' to the ne corner of tract b; thence S0°59'16"E, a distance of 1301.92' to the true point of beginning and the ne corner of subject tract; thence S0°59'16"E, a distance of 1019.83' to a point on the north right-of-way line of interstate 90; thence along said right-of-way through a curve to the right having a radius of 16986.25', a central angle of 0°25'00", an arc length of 123.51', a chord bearing of N 88°02'36" W, and a chord length of 123.51'; thence N63°25'45"W, a distance of 871.36'; thence N87°06'06"W, a distance of 328.34'; thence departing from said I-90 right-of-way, along the east right-of-way line of north garner lake road, N0°46'56"W; 491.25'; thence N89°13'07"E, a distance of 40.01'; thence N0°51'38"W, a distance of 155.08'; thence departing from said right-of-way and closing S88°10'21"E, a distance of 1182.74'; to the point of beginning. Containing 22.47 acres, more or less.

Tract B

Following is a parcel of land situated in a portion of the SW1/4NW1/4 and NW1/4SW1/4 of section 19, T50N, R71W, of the Sixth Principal Meridian Campbell County, Wyoming, more particularly described as follows:

Commencing at the northwest corner of said Section 19, from which the west one-quarter of said section 19 bears S00°53'22"E, a distance of 2634.65', basis of bearing for this description; thence S44°56'46"E, a distance of 1870.23' to the NE corner of subject tract and the true point of beginning; thence N89°42'20"W, a distance of 1266.05', to the east right-of-way line of north garner lake road; thence along said right-of-way S0°57'30"E, a distance of 426.88'; thence N89°18'07"E, a distance of 20.89'; thence S0°51'10"E, a distance of 307.20'; thence departing from said right-of-way, S88°39'39"E, a distance of 455.03'; thence S0°56'17"E, a distance of 495.27'; thence N88°34'24"W, a distance of 390.00', to the east right-of-way line of North Garner Lake Road; thence along said right-of-way S0°51'38"E, a distance of 40.67'; thence S88°10'21"E, a distance of 1182.74 to the point of beginning. Containing 31.73 acres, more or less.

Subject to all covenants, reservations, easements, conditions and rights appearing of record.

The Capps Annexation Second Addition is shown on the following Map, marked Vicinity Map.

Section 4. That the Annexation Plat of the Capps Annexation Second Addition, Campbell County, Wyoming as prepared by DOWL, Signed by Tad Rosenlund, Registered Land Surveyor, Wyoming Registration No. 15057, is made a part hereof and incorporated herein by this reference and is hereby approved for filing with the Campbell County Clerk and Ex-officio Recorder of Deeds.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2024.

CITY OF GILLETTE, WYOMING

Shay Lundvall, Mayor

(S E A L)

ATTEST:

City Clerk

Publication Date:

State of Wyoming)
) ss.
County of Campbell)

On this ____ day of _____, 2024, 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:

1/2 Mile Radius of Capps Second Addition



**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.

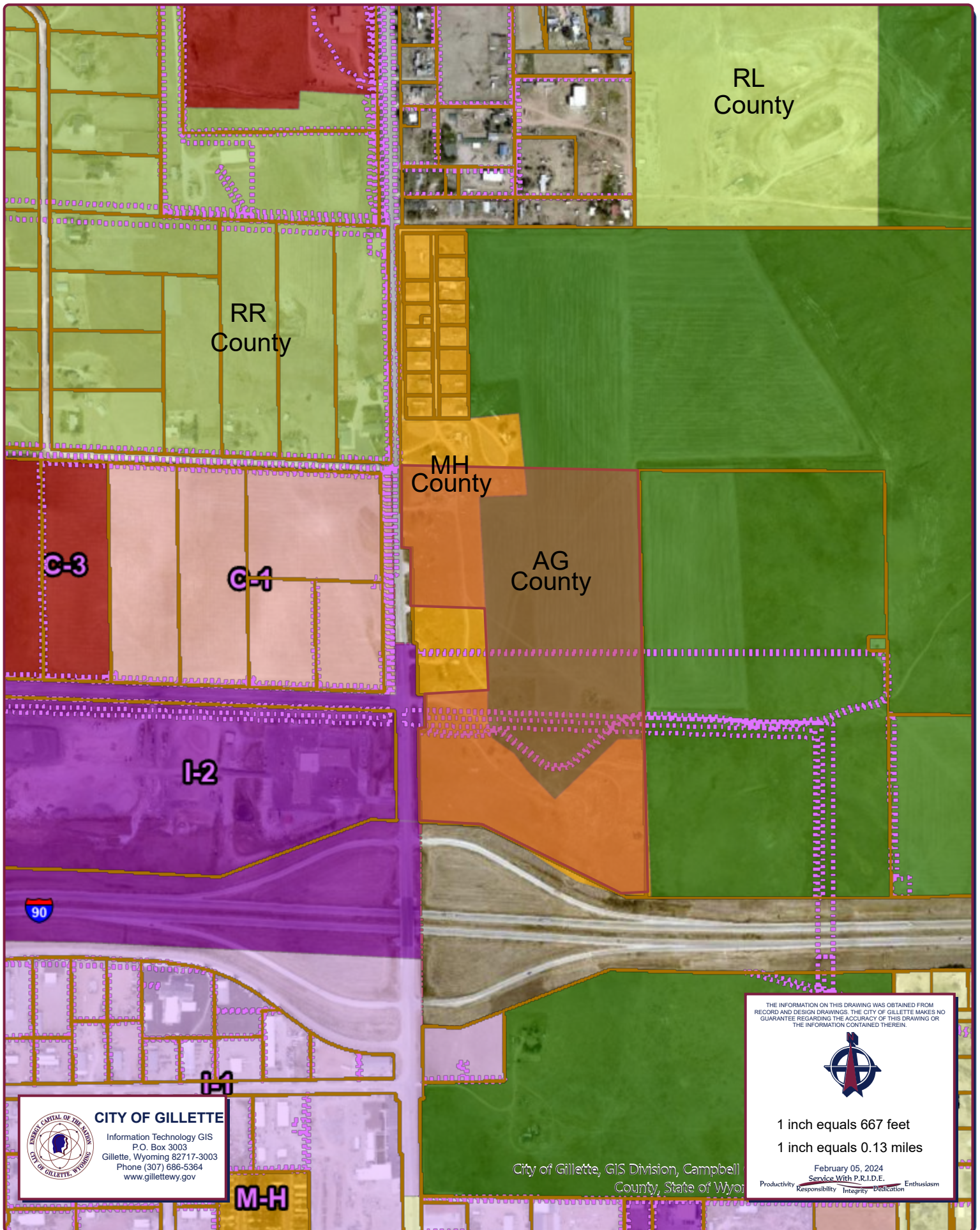


1 inch equals 1,333 feet
1 inch equals 0.25 miles

February 05, 2024
Service With P.R.I.D.E.
Productivity Responsibility Integrity Dedication Enthusiasm

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

Current City and County Zoning



RL
County

RR
County

MH
County

AG
County

C-3

C-1

I-2



CITY OF GILLETTE
Information Technology GIS
P.O. Box 3003
Gillette, Wyoming 82717-3003
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M-H

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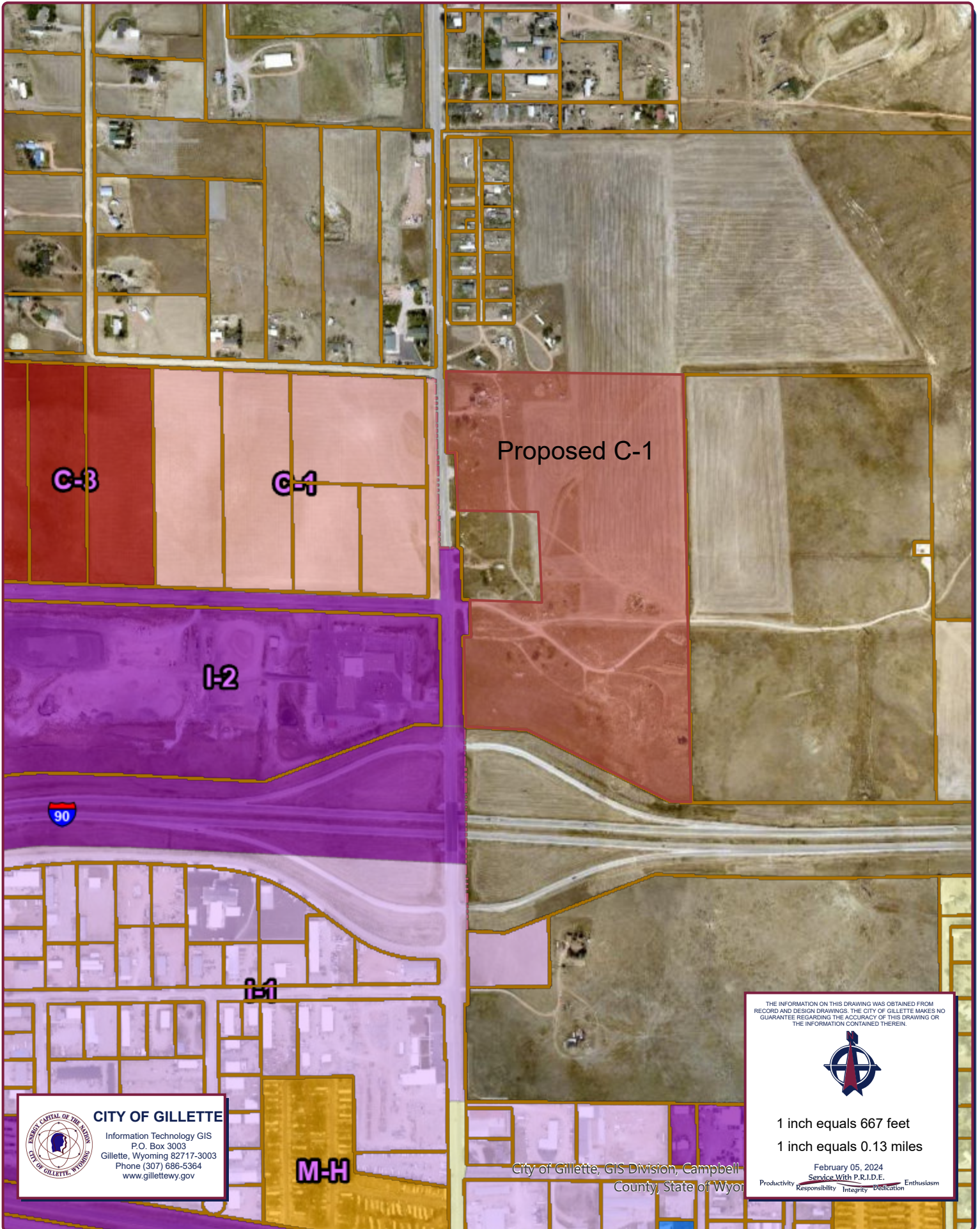



1 inch equals 667 feet
1 inch equals 0.13 miles

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

February 05, 2024
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Current City of Gillette Zoning Exhibit




**CITY OF GILLETTE**
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M-H

Proposed C-1

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February 05, 2024
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Productivity Responsibility Integrity Dedication Enthusiasm

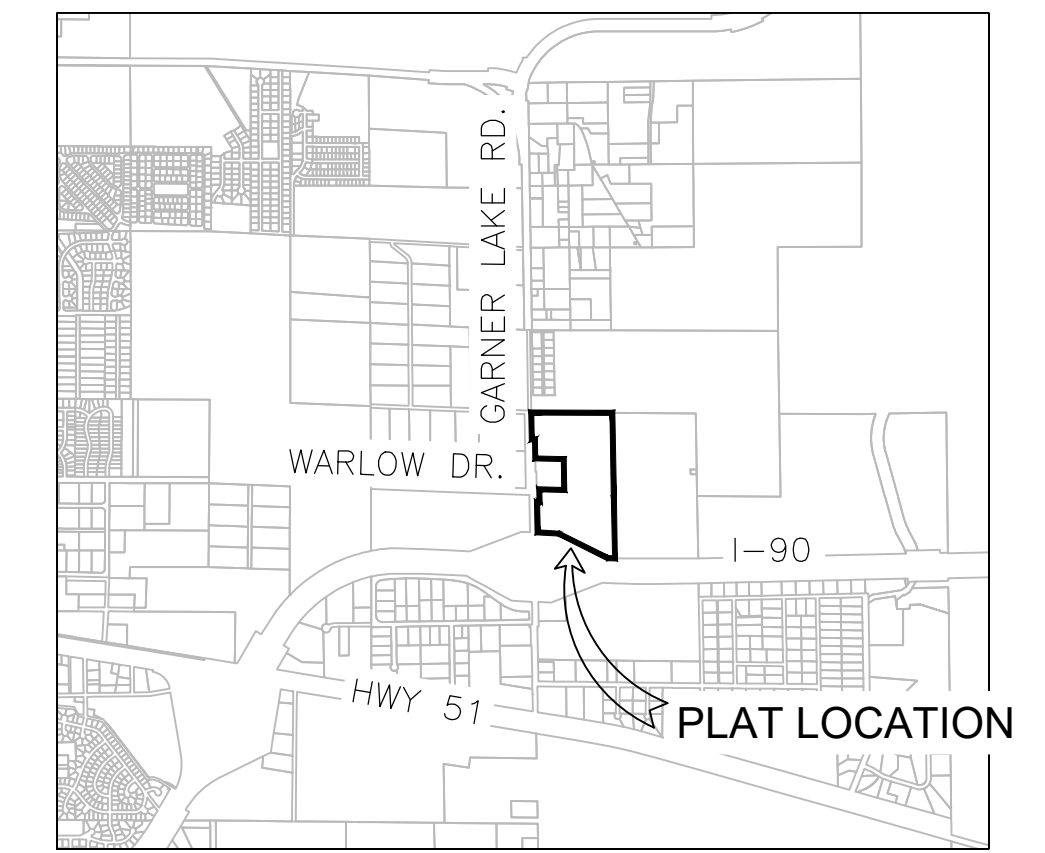
City of Gillette, GIS Division, Campbell County, State of Wyoming

CAPPS SECOND ADDITION EXISTING CONDITIONS

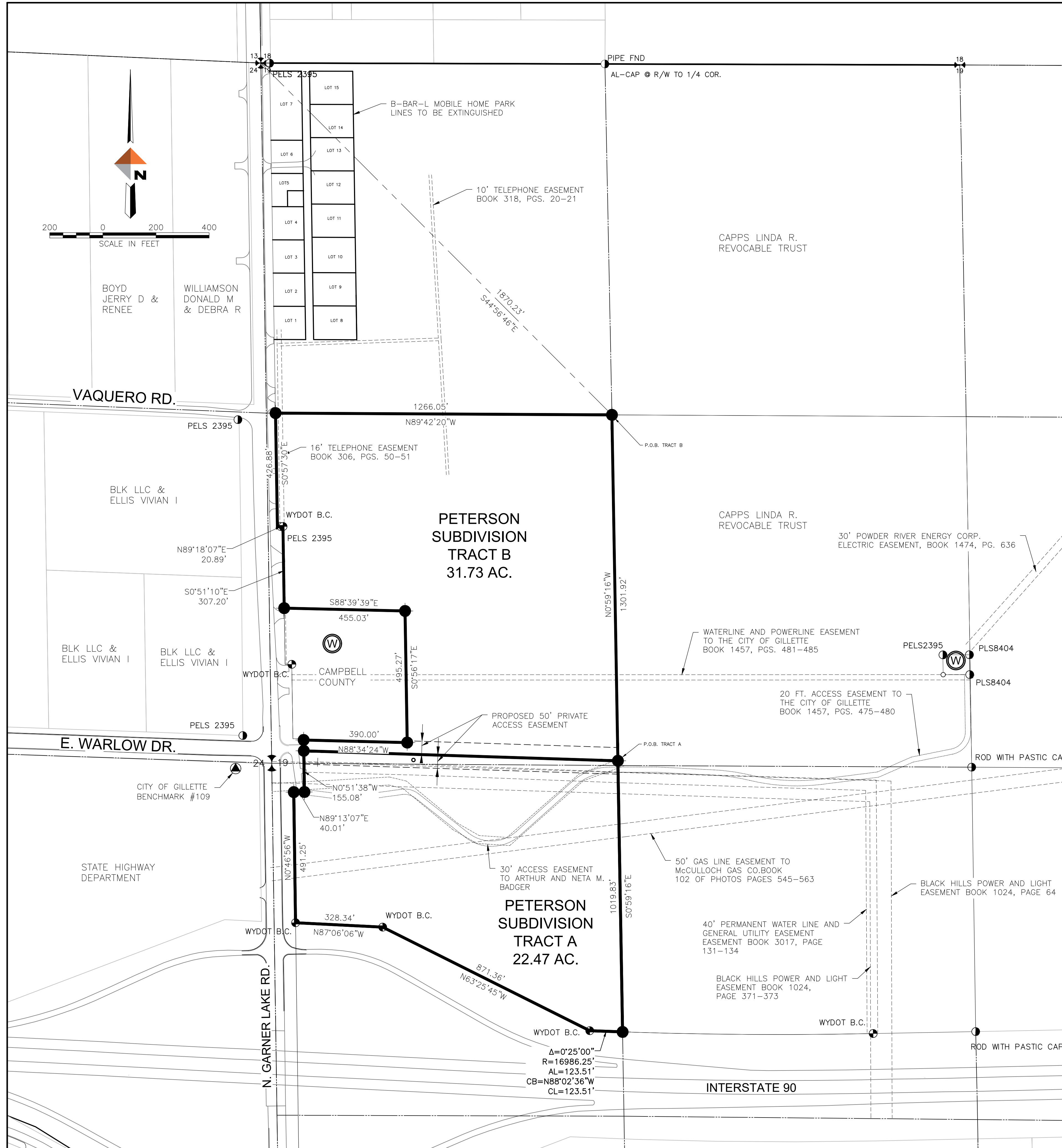
PORTION OF THE SW1/4NW1/4 AND NW1/4SW1/4 OF SECTION 19, T50N, R71W, OF THE 6TH P.M.

LEGEND

- SECTION CORNER
- QUARTER SECTION CORNER
- FOUND ROW MONUMENT
- FOUND CORNER, DESCRIBED
- SET CORNER, 2" AC PELS 15057
- BENCHMARK
- EXISTING WELL
- TO BE ANNEXED
- EASEMENT
- SECTION LINE
- INTERIOR SECTION LINE



VICINITY MAP



REV	DATE	DESCRIPTION	BY

DOWL WWW.DOWL.COM
1833 S. Sheridan Ave
Sheridan, Wyoming 82801
307-672-9006

**CAPPS SECOND ADDITION
EXISTING CONDITIONS**

PROJECT 63.28034.01
DATE 01/30/2024

© DOWL 2023
SHEET

C:\dowl_pw\0410090_VIC-PA-ANNEX2-28034.dwg PLOT DATE: 2024-01-31 14:09 SAVED DATE: 2024-01-31 11:00 USER: jbridgewater

NOTICE OF ANNEXATION HEARING

Notice is hereby given that the City Council of the City of Gillette, County of Campbell, State of Wyoming, will hold a public hearing according to Wyoming Statute 15-1-405 to determine whether the area generally known as the Capps Annexation Second Addition complies with the terms of W. S. 15-1-403. The hearing is scheduled for April 16th, 2024, at 6:00 o'clock p.m., or as soon thereafter as the council agenda allows, in the Council Chambers, City Hall, Gillette, Wyoming, at which time all comments will be heard on the annexation of said property. City Hall is located at 201 East 5th Street, Gillette, Wyoming.

The Capps Annexation Second Addition is more particularly described as follows:

Legal Description

CAPPS ANNEXATION SECOND ADDITION SECTION 19, TOWNSHIP 50 NORTH, RANGE 71 WEST

Tract A

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Tract B

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Subject to all covenants, reservations, easements, conditions and rights appearing of record.

The Capps Annexation Second Addition is shown on the following Map, marked Vicinity Map.

Summary of Annexation Report

A majority of the landowners owning a majority of the area sought to be annexed have petitioned the City of Gillette to annex 54.2 acres into the City limits. The land is generally located east of Garner Lake Road, between Vaquero Dr and I-90, and is bordered by corporate limits on the west side of the property. The owners desire to have the Tract annexed and zoned for C-1, General Commercial District uses with access to City services. There are no statutes or ordinances that regulate the shape or size of an area to be annexed.

There is no significant City investment required in support of this annexation for water, sewer, streets, drainage, or parks. The area is a logical extension of the city limits and will be serviceable.

The proposed zoning of the area is C-1, General Commercial District. The Comprehensive Plan that was adopted in 2013 envisioned the future land use to be a Mixed-Use Industrial Area. Across the Interstate, just south of the Tract, the Comprehensive Plan envisioned future land use to be Mixed Use Commercial/Industrial. Although C-1, General Commercial District, is not in perfect alignment with the proposed future use of Mixed-Use Industrial, it is a natural step back from what was proposed. C-1 will be in better keeping with the existing commercial lots on the west side of Garner Lake. The transition from the nearby residential areas to a C-1 Zoning District will also be more in keeping with standard planning practices that encourage a gradient of densities. The City Council will make the final zoning determination at the time of annexation.

The site currently has some mobile homes and small storage structures. The mobile homes are supplied by a private well that is situated on an adjacent property and private septic systems. If this Tract is zoned C-1, then the existing mobile homes would be considered a nonconforming use and have an exempt or “grandfathered in” status upon annexation. If a mobile home were to be removed from its existing location for more than twelve consecutive months, then the “grandfathered” status would be removed, and no other mobile home could be placed in its stead. If the mobile home were to be replaced within a period of less than twelve months, the new mobile home could be no larger than the original and would have to be placed in the same location. When the water well and septic systems fail, it will be required that those water and septic systems are replaced with City of Gillette Wastewater and Water services. The owners will be required to pay for these improvements. Any new development will not be allowed to hook up to these private services.

This area is a logical extension of the City of Gillette corporate limits and will be serviceable. Water and Sewer services are available for the annexation area with services within an acceptable distance to the proposed annexation area. There is public access from Garner Lake Road. Gas and electrical are available for extension as well. Required upgrades to utilities are the responsibility of the property owners within the annexation area. Road and utility extensions and connections will be determined at the time of development of the property.

All City infrastructure will be available for the private landowner’s use as the terms of the annexation report state. The benefits to the landowner include having access to City services which provide long-term security. Any future development or construction will be reviewed by the City and shall meet City standards.

The additional tax upon landowners resulting from annexation is an additional 8 mills (\$8.00 per \$1,000 of assessed value) collected by the City for General Operation of the City. This additional tax will only be in effect for those within the land being annexed. Adjacent landowners not within the annexation area will not have an additional 8 mills of taxation. The County Tax Assessor’s Office is responsible for establishing the classification of property, assessed value, and the assessment rate.

The third reading of the annexation ordinance is planned to be read on May 24th, 2024, with the annexation becoming effective after publication of the passed ordinance in the local newspaper.

For further detailed information citizens can call the City of Gillette Planning Office at 307-686-5281.

Alicia Allen, City Clerk

Publish two times: March 16, 2024
April 6, 2024

Attachment: Vicinity Map
½ Mile Map
Summary of Annexation Report

Exhibit A - Annexation Vicinity Map



CITY OF GILLETTE

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

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1 inch equals 333 feet
1 inch equals 0.06 miles

February 22, 2024

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

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



CITY OF GILLETTE

Development Services
Planning Division
201 E. 5th Street • Gillette, Wyoming 82716
Phone 307.686.5281
www.gillettewy.gov

ANNEXATION REPORT

STREET OWNERSHIP AND MAINTENANCE

Currently there are no public streets within the proposed annexation area. Any proposed public streets must be constructed with a public dedicated right-of-way and be constructed to the City of Gillette Design Standards. Any work or access within a Public Right-of-Way will require a permit from the City Engineer's Office.

WATER SERVICE

Water is available for this property. Extension of water mains or services are the sole responsibility of the property owners within the annexation area. A permit from City Engineering is necessary to obtain for water main or service extensions. New water service connections are subject to a City Water Plant Investment Fee.

SANITARY SEWER SERVICE

Sewer is available for this property. Extension of sewer utilities is the sole responsibility of the property owners within the annexation area. A permit from City Engineering is necessary to obtain for sewer main or service extensions. New sewer service connections are subject to a City Sewer Plant Investment Fee.

ELECTRICAL SERVICE

City electrical service is available to the property. The installation of any electrical infrastructure required in support of new development will be the responsibility of the landowner or developer. The installation is to be completed in accordance with the electrical extension and development policies of the City of Gillette. Electrical Capital Contribution Fees are required at the time of development of each lot.

SOLID WASTE COLLECTION

Upon annexation, City of Gillette ordinances require that all residential customers use City solid waste collection services, while commercial and industrial customers have the choice to use either City services or that of a private provider. The City Public Works Department will provide collection service for residential solid waste on a weekly basis and will be charged the current rollout rate. Residents will also have the opportunity to participate in other City recycling and yard waste collection programs.

SERVICE COSTS AND BILLING

Upon annexation, customers within the annexation area will be billed for City services at the same rate and classification as other comparable in-city customers. Rates are set by the City Council and are subject to change. Any future increases to current costs will be the same for the annexation area as they will be for any other comparable City customers.

POLICE PROTECTION

All standard City of Gillette Police services will be provided. These include regular patrol, traffic enforcement, accident assistance and investigation, and animal control activities. These services will begin on the effective date of the annexation. The City Police Department will provide a similar level of service to the annexation area that is provided to all existing neighborhoods in Gillette.



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CODE ENFORCEMENT

Upon annexation, the annexation area will be covered by the various City of Gillette Codes and requirements adopted by the City. All construction activities will be subject to the Building Codes and Ordinances in effect at the time of application for a building permit. Other Ordinances concerning junk, weeds, and general nuisances will be enforced where and if necessary.

ZONING CLASSIFICATION

The land area of the annexation is proposed to be zoned C-1, General Commercial District. The Gillette City Council will make the final determination of the zoning districts at the time of annexation.

SUBDIVISION REGULATIONS

Any future platting of this land shall be in compliance with the current adopted Subdivision Regulations of the City of Gillette. Any new development will also need to comply with all City standards.

PROPERTY TAXES

The additional taxes resulting from the annexation are an additional 8 mills (\$8.00 per \$1,000 of assessed value) collected by the City for General Operation of the City. The Campbell County Tax Assessor's Office is responsible for establishing the classification of property, assessed value, and the assessment rate. For more information or a tax estimate, please contact the Campbell County Assessor's Office.

CITY REPRESENTATION AND VOTING

Upon annexation, Ward 1 City Council members will represent the land area. Currently, Councilman Jim West and Councilwoman Tricia Simonson represent Ward 1.

PARK LAND

All parkland dedication is governed by the City of Gillette Subdivision Regulations. The parkland fee and dedication are exempt in industrial zoning districts. There currently is no parkland fee or dedication associated with the subject property.

CITY INVESTMENT IN SUPPORT OF ANNEXATION

There is no significant City of Gillette investment for this annexation.

IMPROVEMENT AND SERVICE DISTRICT DEBT/FINANCIAL OBLIGATIONS

All current debt/assessments for existing Service and Improvement Districts will continue to be serviced by each district for its respective project until the debt is retired. The Landowner will continue to be responsible for any assessment until it is paid in full. The City of Gillette has no obligation or liability with respect to improvement and service district debt.



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SUMMARY OF ANNEXATION

A majority of the landowners owning a majority of the area sought to be annexed have petitioned the City of Gillette to annex 54.2 acres into the City limits. The land is generally located east of Garner Lake Road, between Vaquero Dr and I-90, and is bordered by corporate limits on the west side of the property. The owners desire to have the Tract annexed and zoned for C-1, General Commercial District uses with access to City services. There are no statutes or ordinances that regulate the shape or size of an area to be annexed.

There is no significant City investment required in support of this annexation for water, sewer, streets, drainage, or parks. The area is a logical extension of the city limits and will be serviceable.

The proposed zoning of the area is C-1, General Commercial District. The Comprehensive Plan that was adopted in 2013 envisioned the future land use to be a Mixed-Use Industrial Area. Across the Interstate, just south of the Tract, the Comprehensive Plan envisioned future land use to be Mixed Use Commercial/Industrial. Although C-1, General Commercial District, is not in perfect alignment with the proposed future use of Mixed-Use Industrial, it is a natural step back from what was proposed. C-1 will be in better keeping with the existing commercial lots on the west side of Garner Lake. The transition from the nearby residential areas to a C-1 Zoning District will also be more in keeping with standard planning practices that encourage a gradient of densities. The City Council will make the final zoning determination at the time of annexation.

The site currently has some mobile homes and small storage structures. The mobile homes are supplied by a private well that is situated on an adjacent property and private septic systems. If this Tract is zoned C-1, then the existing mobile homes would be considered a nonconforming use and have an exempt or “grandfathered in” status upon annexation. If a mobile home were to be removed from its existing location for more than twelve consecutive months, then the “grandfathered” status would be removed, and no other mobile home could be placed in its stead. If the mobile home were to be replaced within a period of less than twelve months, the new mobile home could be no larger than the original and would have to be placed in the same location. When the water well and septic systems fail, it will be required that those water and septic systems are replaced with City of Gillette Wastewater and Water services. The owners will be required to pay for these improvements. Any new development will not be allowed to hook up to these private services.

This area is a logical extension of the City of Gillette corporate limits and will be serviceable. Water and Sewer services are available for the annexation area with services within an acceptable distance to the proposed annexation area. There is public access from Garner Lake Road. Gas and electrical are available for extension as well. Required upgrades to utilities are the responsibility of the property owners within the annexation area. Road and utility extensions and connections will be determined at the time of development of the property.

All City infrastructure will be available for the private landowner’s use as the terms of the annexation report state. The benefits to the landowner include having access to City services which provide long-term security. Any future development or construction will be reviewed by the City and shall meet City standards.

The additional tax upon landowners resulting from annexation is an additional 8 mills (\$8.00 per \$1,000 of assessed value) collected by the City for General Operation of the City. This additional tax will only be in effect



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for those within the land being annexed. Adjacent landowners not within the annexation area will not have an additional 8 mills of taxation. The County Tax Assessor's Office is responsible for establishing the classification of property, assessed value, and the assessment rate.

The third reading of the annexation ordinance is planned to be read on May 24th, 2024, with the annexation becoming effective after publication of the passed ordinance in the local newspaper.