



**CITY OF LANDER
REGULAR CITY COUNCIL MEETING**

Tuesday, October 08, 2024 at 6:00 PM
City Council Chambers, 240 Lincoln Street

AGENDA

Join Zoom Meeting

<https://us06web.zoom.us/j/86194619126?pwd=mQC6xbBsbo3aPbbN6m53Q8BLW9v3Rm.1>

Meeting ID: 861 9461 9126

Passcode: 595130

1. CALL TO ORDER

- A. Pledge of Allegiance
- B. Roll Call

2. APPROVAL OF AGENDA

3. PUBLIC HEARING FY 2023 2024 Budget Amendment

- A. Open hearing
- B. Introduce and read
- C. Public comment
- D. Close hearing

4. PUBLIC HEARING Ordinance 2024-8 Repealing City of Lander Municipal Code Title 4- Zoning Sections 4-1-1 through 4-15-9 in its Entirety and Replacing it with Title 4- Planning and Zoning

- A. Open hearing
- B. Introduce and read
- C. Public comment
- D. Close hearing

5. COMMUNICATION FROM THE FLOOR

Please approach the microphone and state your full name for the record. This meeting and comments are electronically recorded. All comments will be limited to three minutes.

- A. Public Comment

6. MAYOR AND COUNCIL UPDATES

7. STAFF REPORTS

8. CONSENT AGENDA

Items listed on the Consent Agenda are considered to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items unless a Councilor requests, in which case the item will be removed from the Consent Agenda and will be considered on the Regular Agenda.

- [A.](#) Approve September 10, 2024 Regular Meeting Minutes
- [B.](#) Approve September 24, 2024 Regular Meeting Minutes
- [C.](#) Approve September 24, 2024, Work Session Minutes
- [D.](#) Approve Bills and Claims

9. OLD BUSINESS (ACTION ITEMS)

- [A.](#) Approve the third and final reading Ordinance 2024-7 Amending Ordinance 2023-3 and Title 12, Section 12-3-3, Parks and Recreation Potential Penalties for Park Rule Violations.

10. NEW BUSINESS (ACTION ITEMS)

- A. Approve the first reading of Ordinance 2024-8 Repealing City of Lander Municipal Code Title 4- Zoning Sections 4-1-1 through 4-15-9 in its Entirety and Replacing it with Title 4- Planning and Zoning.
- B. Approve Resolution 1343 to Amend the 2023-2024 FY Budget
- [C.](#) Approve Resolution 1344 Creating a Job Description for Police Department Corporal
- [D.](#) Approve Resolution 1345 Amending Salary Structure Within the City of Lander To Add New Police Department Corporal Position.
- [E.](#) Approve and authorize the Mayor to sign the Lander High-Pressure Water Systems Upgrade Projects Change Order Order No. 2 between the City of Lander and High Country Construction, Inc. increasing the contract price by \$35, 081.94 for a total contract price of \$9,532,882.44.

11. ADJOURNMENT

Upcoming Council Meetings:

Regular Meetings:

6:00 PM Tuesday, November 12, 2024, City Council Chambers

6:00 PM Tuesday, December 10, 2024, City Council Chambers

Work Sessions:

6:00 PM Tuesday, October 22, 2024, City Council Chambers

6:00 PM Tuesday, November 26, 2024, City Council Chambers

Special Meeting:

6:00 PM Tuesday, October 29, 2024, City Council Chambers

ALL MEETINGS ARE SUBJECT TO CHANGE OR CANCELLATION

RESOLUTION 1343

A RESOLUTION TO AMEND THE 2023-2024 FY BUDGET

WHEREAS, the City of Lander needs to amend the budget to adjust allocations within the current budget and accept unanticipated income and reduce anticipated income and expenses; and

WHEREAS, notice of the public hearing on such amendment was published in the Lander Journal, a legal newspaper published and of general circulation in the County of Fremont, Lander, Wyoming on September 21, 2024, and September 28, 2024; and

WHEREAS, the public hearing was held on such amendment at a time and place specified in said notice at which time all interested parties were given the opportunity to be heard on October 8, 2024.

Fund 10 – General Fund

Revenue:

Interest \$ 210,000

Total Revenue \$ 210,000

Expenditures:

Community Center 17,000

Fire 50,000

Building Inspector 3,000

Emergency Management 4,000

Shop 78,000

Lander Golf Course 52,000

Cemetery 6,000

Total Expenditures \$210,000

PASSED, APPROVED AND ADOPTED the 8th day of October, 2024.

THE CITY OF LANDER
A Municipal Corporation

ATTEST:

By _____
Monte Richardson, Mayor

Rachelle Fontaine, City Clerk

CERTIFICATE

I, Rachelle Fontaine, hereby certify that the foregoing Resolution was adopted by the City Council of the City of Lander at a regular meeting held on October 8, 2024, and that the meeting was held according to law and that the said Resolution has been duly entered in the minute book of the City of Lander.

Rachelle Fontaine, City Clerk

ORDINANCE 2024-08

**REPEALING CITY OF LANDER MUNICIPAL CODE
TITLE 4 - ZONING, SECTIONS 4-1-1 THROUGH 4-15-9 IN ITS ENTIRETY
AND REPLACING IT WITH TITLE 4 - PLANNING AND ZONING**

NOW THEREFORE, be it ordained by the Governing Body of the City of Lander, Fremont County, Wyoming that the City of Lander Title 4 Zoning Code Sections 4-1-1 through 4-15-9 shall be repealed in its entirety and replaced with Title 4 Planning and Zoning to better serve the housing, zoning, planning and subdivision needs of the community.

WHEREAS, notice of a public hearing and first reading was published in the Lander Journal September 14 and 21, 2024; and

WHEREAS, a copy of the proposed Title 4 Planning and Zoning Code is posted on the City of Lander website.

WHEREAS, repealing Title 4 shall necessarily supersede the following ordinances: Ordinance 1023, 3/14/2000, Ordinance 1041 4/10/2001, Ordinance 1093 4/26/2005, Ordinance 1152 1/13/2009, Ordinance 1198 10/27/2015, and Ordinance 1234 3/10/2020.

WHEREAS, the following summary of changes are being proposed:

1. Expand the horizontal building space on a lot by decreasing setbacks, reducing off street parking spaces, and eliminating the maximum lot coverage.
2. Expand the vertical building space on a lot by increasing maximum building heights
3. Increase the housing opportunities by increasing the number of family dwellings and the number of residential structures allowed in some zones.
4. Increase the housing opportunities by decreasing the minimum lot width in some zones.
5. Maintain the character of the R-1 and R-2 zones by restricting the number of accessory buildings per lot.
6. Reduce the required individual public notice requirement from 400 feet to 140 feet in compliance with Wyoming State Statutes.
7. The Subdivision Rules, including Public Unit Development and Development Plans, will be moved to a separate document and adopted by a Resolution of City Council concurrently with Title 4.
8. All Design Specifications will be moved to a separate document and adopted by a Resolution of City Council concurrently with Title 4.
9. Publish a new zoning map to reflect lot line discrepancies and adopted zoning changes and annexation changes approved through the Planning Commission and Board of Adjustment from 2022-2024.

NOW, THEREFORE, BE IT RESOLVED City of Lander City Code Title 4 Planning and Zoning be amended to read as follows:

TITLE 4

PLANNING AND ZONING

SECTION 1:

- 4-1-1 through 4-1-4 Zoning General Provisions**
- 4-2-1 through 4-2-3 Administration**
- 4-3-1 through 4-3-5 Amendment Procedures**
- 4-4-1 through 4-4-7 Board Of Adjustment**
- 4-5-1 through 4-5-9 Planning Commission**
- 4-6-1 through 4-6-8 General Requirements**
- 4-7-1 through 4-7-10 Zoning District Requirements**

Section 1 - Zoning General Provisions

4-1-1 Authority

4-1-2 Purpose

4-1-3 Definitions

4-1-4 Application

4-1-1 Authority

This ordinance is adopted pursuant to and in accordance with the authority vested in the City Council of the City of Lander, Wyoming by the statutes of the State of Wyoming, W.S. §§ 15-601 through 15-1-611 as from time to time may be amended.

4-1-2 Purpose

These regulations have been made in accordance with the policies and recommendations set forth in a duly adopted Master plan, as may be amended from time to time, and have been enacted with the following purposes in mind:

- A. to lessen congestion in the streets by coordinating land use with adopted transportation plans and policies, as may be amended from time to time.
- B. to secure safety from fire, floods and other hazards.
- C. to provide adequate light and air for urban dwellers.
- D. to promote the most appropriate use of land to ensure orderly growth and to prevent overcrowding.
- E. Facilitate adequate provisions for transportation, water, sewerage, schools, parks and other public requirements to serve present and future populations.
- F. to conserve the value of structures and lands by insuring a compatible arrangement of land uses; and
- G. to otherwise promote the public health and general welfare of the community.

4-1-3 Definitions

The following words, terms and phrases are hereby defined and shall be interpreted in the same fashion throughout this ordinance. The word "shall" is mandatory. The word "may" is permissive. Words used in the present tense shall include the future tense and words in the singular shall include the plural. Terms not herein defined shall have the meaning customarily assigned to them.

For the purpose of interpreting these regulations, the following definitions shall apply:

"Access" permission, liberty or ability to enter, approach or pass to and from a place or to approach or communicate with a person or commercial business or any other approved/legal use of a property.

"Accessory Structure." A subordinate structure with or without a permanent foundation, including but not limited to, detached garages, sheds, temporary and permanent storage structures, the use of which is not intended for residential use and is incidental to that of a main structure located on the same lot.

"Accessory Use." Not a primary permitted use as authorized by these regulations but a subordinate use operated on the same lot as the permitted use or any accessory structure.

"Airport." Hunt Field Airport, the Lander Municipal airport.

"Airport Elevation." The highest point of an airport's usable landing area measured in feet from mean sea level.

"Airport Hazard." Any structure or object of natural growth located on or in the vicinity of a public airport, or any use of land near such airport, which obstructs the

airspace required for the flight of aircraft in landing or takeoff at such airport or is otherwise hazardous to such landing or takeoff of aircraft.

"Alley." A minor public right-of-way which provides secondary access to abutting properties.

"Annexation Agreement" shall mean an agreement between the City and a landowner whereby each agrees to not oppose annexation into the City of Lander upon prior completion of improvements within the zone and a request to do so by the City Administration.

"Approach (Airport), Transitional, Horizontal, and Conical Zones." These zones apply to the area under the approach, transitional, horizontal, and conical surfaces defined in FAR Part 77.

"Board of Adjustment." The City of Lander Board of Adjustment appointed by the City Council in accordance with W.S. 15-1-605.

"Board." The Board of Adjustment of the City of Lander, Wyoming.

"Block." A parcel of land, intended for urban development, entirely surrounded by public streets or lands, streams, railroads or highways.

"Childcare." A service licensed by the Wyoming Department of Health provided on behalf of children and their parents and designed to supplement daily parental care.

"City Administration" shall mean the City Planner, City Engineer, Public Works Director, Building Inspector, City Clerk or their designees.

"Clinic" means an establishment where patients are seen for special study and treatment by licensed healthcare professional and/or their professional associates.

"Commercial Storage Facility." A structure or group of structures that contain varying sizes of individual, compartmentalized and controlled access stalls or lockers for the dead storage of articles or goods. This use does not allow any active retail uses outside storage, or storage or use of hazardous materials.

"Commission." The City of Lander Planning Commission appointed by the City Council and in accordance with W.S. 15-1-501.

"Conditional Use" a use that would not be appropriate in the designated zoning district unless controlled as to number, area, location, or other condition(s) but which is an authorized special exemption to this ordinance.

"Council." The City of Lander City

Council. "County." Fremont County,

Wyoming. "Crematory." Defined by

W.S. § 33-16-502.

"Developer." Any person, firm or agency who lays out any subdivision of lots, tracts, parcels, or other unit of land for the immediate or future purpose of sale, building development or redevelopment, for residential, recreational, commercial or public uses.

"District." Any section or area of the City of Lander for which the regulations governing the use of land and the use, density, bulk, height and coverage of structures and other structures are uniform.

"Dwelling." A structure or a portion thereof used for living purposes constituting a separate, independent housekeeping unit which contains eating, sleeping, and sanitary services for residential occupancy, not including Recreational Vehicles which require license plates.

"Dwelling, Single Family." A residential structure designed for and occupied by one family only.

"Dwelling, Two Family." A residential structure containing two dwelling units, designed for occupancy by not more than two families.

"Dwelling, Multi-Family." A residential structure containing more than two dwelling units for family occupancy.

"Easement." A designated area on a tract, block, or lot of land which the owner legally grants the right for the use of others, particularly, public utilities.

"Engineer." A licensed professional engineer registered within the State of Wyoming.

"Family." Single housekeeping unit consisting of eating, sleeping, and sanitary services which has stable, non-transient living arrangements.

"Foster Care." A service licensed by the Wyoming Department of Health and providing care for children in a facility or home on a 24 hour-a-day basis. Categories of foster care specified in this ordinance include:

- A. Foster home: allows for the care of three to six children
- B. Group Foster home allows for:
 - 1. The care of seven to eleven children.
 - 2. Adult Day Care as licensed by the Wyoming Department of Health
 - 3. Boarding home as licensed by the Wyoming Department of Health
 - 4. Intermediate Care Facility as licensed by the Wyoming Department of Health

"Frontage." The front part of a single lot or property as determined by the main entrance and street address to the structure or use of the parcel.

"Gaming Commission." The State of Wyoming Limited Gaming Commission.

"Height (Structure Height)." The vertical dimension measured from the average elevation of the finished lot grade at the front of the structure to the highest point of the structure. This definition does not apply to antennas, chimneys, cupolas, and other appurtenances usually placed above the main roof line and not intended for human occupancy.

"Home Business." An accessory use of a dwelling unit or accessory structure for gainful employment involving the manufacture, provision, or sale of goods and/or services.

"Hotel/Motel." A structure which provides a common entrance, lobby, hall and stairways, and in which temporary lodging is provided for compensation.

"Improvements." Man-installed physical features such as pavements, curbs, gutters, sidewalks, water mains, sanitary sewers, storm sewers, grading, street signs, structures, landscaping, and other items for the welfare of the property owners and the general public.

"Instrument." A formal document such as an easement, deed, or contract.

"Junkyard" means a place where waste, discarded or salvaged materials are bought, sold, exchanged, baled, packed, disassembled, handled, or stored, including auto wrecking yards, house wrecking yards, used lumber yards and places or yards for storage of salvaged house wrecking and structural material and equipment; but not including places where such uses are conducted entirely within a completely enclosed structure.

"Lot." Land occupied or intended to be occupied by a main structure and its accessory structures, together with such open spaces as are required by this ordinance and having its principal frontage on a public street or officially approved place. A lot is the land shown as a lot on a recorded subdivision plat.

"Lot Depth and Width." For lots which are not quadrilateral, lot lines shall be determined from a quadrilateral inscribed within the actual boundaries of the lot. The depth of the lot is the distance between the midpoints of the front lot line and the rear lot line. The width is the distance between midpoints of the side lot lines.

"Manufactured Home." A single prefabricated structure built entirely off site in the factory under a federal building code administered by the US Department of Housing and Urban Development (HUD), June 1976. Manufactured homes are intentionally designed with a permanently attached wheeled chassis to ensure long-term portability and are assigned a VIN (vehicle indentation number) or license plate. Manufactured homes are either single or multi-section and are transported to the site and installed per LMC 4.

"Mobile Home or Trailer Home" terms used for manufactured homes produced prior to June 15, 1976, when HUD code went into effect.

"Modular Home" prefabricated home constructed off site in one or more sections and then transported and assembled at the property. Modular homes are built to the International Residential Code (IRC) without a HUD certification. After a modular home is placed on a permanent foundation it will not have any separate distinction from "structure" or "dwelling".

"Manufactured Home Park." A parcel or lot meeting all the requirements of the subdivision regulations of the City of Lander, the lots or homes of which are intended to be separately sold, leased or assigned for use by manufactured homes with vehicle identification numbers to create a suitable environment for long term residential occupancy.

"Mortuary, Funeral Establishment, Funeral Home, Funeral Chapel." Defined by W.S. § 33-16-502.

"Motel/Hotel." A structure which provides a common entrance, lobby, hall and stairways, and in which temporary lodging is provided for compensation.

"Non-Conforming Use." Any pre-existing structure, object of natural growth, or use of land which is inconsistent with the provisions of this ordinance or an amendment thereto.

"Owner." Any person having a legal or equitable interest in land.

"Parking Space." An off-street space available for the parking of one motor vehicle having an area of not less than 9'x18' (162 square feet) inclusive of passageways, enclosed garages, carports and driveways appurtenant thereto and having direct access to a street or alley.

"Permitted Use." A use enumerated for a zoning district.

"Person." An individual, firm, partnership, corporation, company, association, joint stock association, or governmental entity. It includes a trustee, receiver, assignee, or similar representative of any of them.

"Plat." A map or drawing prepared in accordance with the adopted subdivision regulations and showing the developed plan for the property consisting of lots, tracts, parcels or other units of property.

"Primary Surface." A surface longitudinally centered on a runway. When the runway has a specially prepared hard surface, the primary surface extends 200 feet beyond each end of that runway; but when the runway has no specially prepared hard surface, or planned hard surface, the primary surface ends at each end of that runway. The

width of the primary surface of a runway will be that width prescribed in Part 77 of the Federal Aviation Regulations (FAR) for the most precise approach existing or planned for either end of that runway. The elevation of any point on the primary surface is the same as the elevation of the nearest point on the runway centerline.

"Private Drive." A privately owned, constructed, and maintained surface that may or may not be used by the general public, primarily accessing one or more dwellings or commercial properties. Private Drives may exist in an exclusive or mutual easement when not fully owned by the primary user.

"Professional Structure." The single office or combined offices of a member of a recognized profession maintained for the conduct of that profession excluding retail, businesses that use licensed construction trades, and wholesale trade.

"Public Street." Primary access that is publicly dedicated on a plat recorded at the Fremont County Courthouse and has been accepted for maintenance by the City.

"Public Utility." Any person, firm, corporation, municipal department, or board duly authorized to furnish under state or municipal regulations to the public electricity, gas, steam, communication, telegraph, transportation or water and sewer service.

"Public Works Director." The person appointed as the Public Works Director for the City of Lander, Wyoming. May be referred to as "City Administration."

"Right-Of-Way." A strip of land dedicated for public use by plat, easement or some other legal recorded document.

"Runway." A defined area on an airport prepared for landing and takeoff of aircraft along its length.

"Setback." The required distance between every structure's exterior foundation wall and any lot line on the lot on which it is located. The distance is measured from the foundation line to the property line or to lip of the curb if the frontage or side yard is adjacent to a street.

"Setback, Front." The required distance between the exterior of the foundation wall of every structure and the line separating the street side curb and gutter from the street edge, also known as the "lip".

"Setback, Side & Rear." The required distance between every structure's exterior foundation wall and any lot line on the lot on which it is located.

"Short Term Rental." A dwelling or portion of a dwelling that is rented for a period of fewer than 30 consecutive days. This includes, but is not limited to Airbnb, VRBO and similar short-term vacation and living accommodations.

"Storage Structures, Portable." Any structure, including metal containers, which is so designed and constructed to make it portable and capable of movement from one site to another, is designed to be used without a permanent foundation, designed with the purpose of storing tangible property and not designed for occupancy by person. A portable structure is also considered an "Accessory Structure".

"Storage Structures, Temporary." Any transportable structure, including metal containers, designed with the sole purpose of storing tangible property, which are placed on a lot for 30 days or less.

"Structure." Anything constructed or erected with a fixed location on, above, or below the ground, or attached to something having a fixed location on the ground, including, but without limitation, residential structures, accessory structures, towers, smokestacks, earth formations, and overhead transmission lines.

"Subdivision." The division of a tract or parcel of land into two or more parts for the creation of a lot, tract, parcel or other unit of land, including lot line adjustments, for the immediate or future purpose of sale, building development or redevelopment, for residential, recreational, industrial, commercial or public uses.

“Tiny Home” - A dwelling structure that is 400 square feet or less in floor area excluding lofts whose structural components meet all the requirements of the International Residential Code Appendix Q as adopted by City Council and may be amended from time to time.

"Tower and Antenna, Commercial Communication." Any structure that is designed and constructed primarily for the purpose of supporting one or more antennas. Tower types include but are not limited to guyed commercial communications towers and antennas, wooden poles, lattice commercial communications towers and antennas and monopoles.

"Utility Runway." A runway that is constructed for and intended to be used by propeller driven aircraft of 12,500 pounds maximum gross weight and less.

"Visual Runway." A runway intended solely for the operation of aircraft using visual approach procedures with no straight-in instrument approach procedure and no instrument designation indicated on an FAA-approved airport layout plan, a military service's-approved military airport layout plan, or by any planning document submitted to the FAA by competent authority.

"Wireless Communications Facility." An unstaffed facility for the transmission and/or reception of radio frequency (RF) signals usually consisting of an equipment shelter or cabinet, a support structure and/or other transmission and reception devices. A wireless communications facility may or may not be affixed to an existing structure (i.e., an existing structure, tower, water tank, utility pole, etc.). The following terms apply to all wireless communication facilities:

- A. Antenna: Any exterior apparatus designed for telephonic, radio or television communications through the sending and/or receiving of electromagnetic waves. Antenna types may be omni-directional whip antenna, directional panel antenna, and ancillary antenna. This definition shall not include antennas used in the reception of television services by consumers.
- B. Co-location: The use of a single support structure and/or site by more than one wireless communications provider.
- C. Equipment Enclosure: A small structure, shelter, cabinet, or vault used to house and protect the electronic equipment necessary for processing wireless communications signals. Associated equipment may include air conditioning and emergency generators.
- D. Guyed Towers: A telecommunications tower that is supported, in whole or in part, by guy wires and ground anchors.
- E. Related Equipment: All equipment ancillary to the transmission and reception of voice and data via radio frequencies. Such equipment may include, but is not limited to, cable, conduit, and connectors.

"Yard." The ground area between any lot line and the structure.

4-1-4 Application

- A. After the effective date of these regulations, no land shall be used or occupied, no lot shall be occupied, altered, or modified, and no structure shall be erected, altered, used or occupied except in conformance with the provisions of these regulations and as they may from time to time be amended.
- B. These regulations shall apply to all private lands within the corporate limits of the City of Lander, Wyoming, as they may from time to time be amended, and to all public lands within the same area that are legally subject to these provisions.
- C. The existence of restrictive covenants or agreements shall not be a substitute

for these zoning regulations.

- D. When higher or more restrictive standards are established by the provisions of any other applicable statute, ordinance or regulations, the provision of such other statutes, ordinance or regulations shall apply.
- E. No person, firm or corporation and no officer or employee thereof shall knowingly sell, rent, or lease or offer to sell, rent or lease any land or structure for any use of purpose contrary to the provisions of this ordinance.

Section 2 Administration

4-2-1 Administering And Enforcement Agency

4-2-2 Violations And Remedies

4-2-3 Appeals

4-2-1 Administering And Enforcement Agency

Except where otherwise provided, the City Administration shall be responsible for the general interpretation, enforcement and implementation of this Planning and Zoning Ordinance and shall have the power to issue orders and file complaints to affect such enforcement.

4-2-2 Violations And Remedies

- A. No person shall locate, erect, construct, reconstruct, enlarge, change, maintain, or use any conforming or nonconforming structure or use any land in violation of this ordinance as from time to time may be amended.
- B. The City Administration shall order in writing the remediation of any violation. Such order shall state the nature of the violation, the ordinance provision violated, and the time by which the violation must be corrected. After any such order has been served by City Administration, no work shall proceed on any structure or tract of land covered by such an order except to correct such violation or to comply with the order.
- C. This ordinance shall be enforceable, in addition to the other remedies provided by law, by injunction, mandamus, or proceedings in abatement. Appeals from judgments rendered in any action instituted to enforce this ordinance shall be permitted and shall be in accordance with the general appeal provisions of Wyoming Rules of Civil Procedure.
- D. Persons or corporations convicted of violations of this ordinance shall be fined in accordance with the City of Lander Municipal Bond Schedule for each offense. Each day of a continuing violation of this ordinance shall be deemed a separate offense.

4-2-3 Appeals of a Decision of City Administration

- A. Any order or decision of a City Administrator of this ordinance may be appealed to the Board of Adjustment by any person or agency affected by any such order or decision in accordance with W.S. 15-1-607. Any such appeal shall be filed within 30 days from the date of the action appealed from by filing a written notice of appeal specifying the grounds for the appeal with the City of Lander. Forms shall be provided for this purpose by the City of Lander. Upon receipt of a notice of appeal, the City of Lander shall transmit to the Board of Adjustment the notice of appeal and all of the original documents, or true copies thereof, constituting the record upon which the action being appealed from was filed.
- B. An appeal shall stay all proceedings in furtherance of the action appealed from, unless the City of Lander certifies to the Board of Adjustment after notice of appeal has been filed that by reason of facts stated in the certificate a stay would cause imminent peril to life or property. The Board of Adjustment after receipt of the certificate and after a public hearing may allow the original order or decision to stand or the Board of Adjustment may stay the original order or decision appealed. If the Board reaffirms the order or decision of the

City Administration, proceedings shall not be stayed except by a restraining order which may be granted by a court of record after giving due notice to the City of Lander.

Section 3 Amendment Procedures

4-3-1 Amendment Procedures - Statement Of Policy

4-3-2 Amendments - Type And How Made

4-3-3 Amendments - Public Hearing Requirements

4-3-4 Amendments – Right to Public Petition for Protest

4-3-5 Amendments - Limitations On Filing

4-3-1 Amendment Procedures - Statement Of Policy

A. It is the intent of the City of Lander that these Planning and Zoning regulations, which include this ordinance and the District Zoning Map, have been established for the purpose of promoting sound and desirable development and for maintaining stable land use patterns. In harmony with this purpose, the ordinance and map shall not be amended except to (1) correct an obvious error or oversight in the regulations, or (2) to recognize the promotion of public health, safety and general welfare. In conformity with this statement of policy, the City Council and the City of Lander may initiate amendments, or any person, firm or corporation may initiate amendments in the manner hereinafter set forth.

4-3-2 Amendment - Type And How Made

- A. Amendments shall be of two types:
 - 1. Language amendments which seek to change the wording of the zoning ordinance; and
 - 2. Zoning map amendments which seek to change the district boundary lines on the District Zoning Map.

- B. Upon recommendation of the Planning Commission or upon receipt of an approved application for amendments of this ordinance of either type, the Planning Commission shall deliberate on the suggested amendments in accordance with this ordinance. It shall be the responsibility of City Administration to have applications available that clearly state the requirements and procedures for each amendment type.

4-3-3 Amendments - Public Hearing Required

- A. The City Council shall hold a public hearing on all amendments to this ordinance and to the District Zoning Map at which all interested parties shall have an opportunity to be heard. Notice of the time and place of the public hearing and the nature of the amendments sought shall be given by two publications in a newspaper of general circulation in the City, one of which is at least 15 days before the date of such hearing and a public notice mailed to the property owners within 140 feet of the premises. After the public hearing which may also constitute the first reading of the amendment, the City Council shall conduct two additional readings of the amendment when the Council is able to take action, provided the proposed amendment receives an affirmative vote.

- B. Prior to the advertised public hearing before the City Council, the Planning Commission shall review any proposed amendments to this ordinance or to the District Zoning Map and after due deliberation, shall certify its findings and make recommendations for approval or denial (in whole or in part) to the City Council in writing.

- C. No zoning amendments shall be considered by the Council until after the Planning Commission has reviewed it and the Commission has forwarded its findings and the recommendations to the Council. In its deliberations on zoning matters before it, the Council shall take into consideration any evidence and material available to it, comments of public agencies or private citizens and the findings and recommendations of the Planning Commission.

No zoning change shall be put into effect unless an ordinance is passed through three readings with the majority of the Council votes in favor of its adoption.

4-3-4 Amendments – Right to Public Petition of Protest

In the event of a protest to a proposed amendment to the District Zoning Map duly signed and acknowledged by the owners of twenty percent (20%) or more of the area of the lots included in the proposed change, or of those immediately adjacent within a distance of one hundred forty (140) feet, the change is not effective except upon the affirmative vote of three-fourths (3/4) of all the members of the governing body. In determining the one hundred forty (140) feet, the width of any intervening street or alley shall not be included in accordance with W.S 15-1-601. B. All protests to a proposed amendment to the District Zoning Map, or any withdrawals from such a protest, shall be filed with City Administration on an approved application containing a petition form at least 24 hours before the time set by notice for the Council meeting at which the proposed ordinance containing the amendment will be considered.

4-3-5 Amendments - Limitations On Filing

No application for the change of a zoning district classification shall be made by a property owner or his agent for any land area which has been the subject of a public hearing conducted by the City Council within the immediately preceding 12-month period and which hearing resulted in a rejection of the proposed zoning. This limitation shall not apply to land for which a different zoning classification is sought than the one rejected by the Council.

Section 4 Board Of Adjustment

- [4-4-1 Board of Adjustment - Creation](#)
- [4-4-2 Board Of Adjustment - Powers And Jurisdiction](#)
- [4-4-3 Board Of Adjustment - Rules For Proceeding Before the Board of Adjustment](#)
- [4-4-4 Board of Adjustment – Variance Requests](#)
- [4-4-5 Board of Adjustment - Conditional Use Permit Requests](#)
- [4-4-6 Board of Adjustment - Nonconforming Use Request](#)
- [4-4-7 Board of Adjustment - Appeals](#)

4-4-1 Board of Adjustment - Creation

A Board of Adjustment consisting of the Lander Planning Commission is hereby created in accordance with W.S. 15-1-605(c). The Board of Adjustment shall adopt rules and regulations necessary to the conduct of its function which are consistent with the ordinance and state law. A copy of such rules shall be subject to approval of the governing body and kept on file by the City Clerk for public inspection.

4-4-2 Board Of Adjustment - Powers And Jurisdiction

- A. A Board of Adjustment for the City of Lander shall have the powers and duties in accordance with W.S. § 15-1-608 as exists now and may hereafter be amended which is hereby adopted by reference.
- B. The Board has the power to hear and decide on applications in variance of the strict application of the zoning ordinance. A Variance shall remain in effect for as long as the land use is effective and shall be recorded with the title of the affected property.
- C. The Board has the power to hear and decide special exemptions to the terms of the ordinance which are hereby defined as Conditional Use Permits. Conditional Use permits remain in effect for as long as the specific applicant owns the property or requests an expiration or change of conditions.
- D. The Board has the power to hear and decide on applications requesting permission to retain a Nonconforming Use. Nonconforming Use Permits are of two types: 1. Nonconforming Use and 2. Nonconforming Setback or Utility Installation Registration. Approval of Type 2” Nonconforming Setback and Utility Installation Registration” may be delegated to City Administration in lieu of a full public process that results in a Board Decision and Order. Nonconforming Use permits

remain in effect until such time that the use or the structure is demolished, destroyed or deemed to be abandoned for a period of 12 months or more.

4-4-3 Rules For Proceeding Before The Board Of Adjustment

A. The Board of Adjustment shall deliberate on applications of any agency or official or in regard to Variances, Conditional Uses and Nonconforming Uses from the provisions of this zoning ordinance in accordance with W.S. 15-1-608. Application Forms shall be made available by City Administration. A Decision shall be reached only after a public hearing. The Board shall fix a reasonable time and place for the hearing and shall proceed in accordance with the following rules:

1. Public notice shall be given of all hearings. Public notice shall consist of one publication of a notice by the City in a newspaper of general circulation at least 15 days prior to the hearing. Public notice shall also be mailed to the property owners within 140 feet of the premises in a timely manner. The newspaper and mailed notices shall identify the applicant, shall briefly state the nature of the appeal or the variance sought and shall give the date, time and place of the hearing. All hearings shall be open to the public.
2. At any public hearing, any interested party may appear in person or be represented by an agent or attorney and, after being duly sworn, may offer evidence and testimony and cross examine witnesses.
3. All witnesses shall be sworn or shall affirm their testimony in the manner required in courts of record.
4. All testimony and evidence shall be presented publicly.
5. The Board shall keep a record of the proceedings for each matter heard which shall be kept on file and copies made available to any party at cost. The record of proceedings may include documents and physical evidence considered in the case.
6. The Board shall render a written Decision and Order on each case heard within 30 days of the hearing. Each decision must be accompanied by reasons therefore and based on findings of fact. The record shall show the grounds for each decision and the vote of each member upon each question. The record of proceedings shall be public record.
7. For Variances only, In addition to this Decision and Order and record of proceedings, the City Administration shall cause a description of each variance granted, to be filed with the title of the affected property. The description shall include the nature of the variance, any time limitations and any special conditions imposed by the Board.

4-4-4 Board Of Adjustment – Variance Requests

A. Upon receipt of an approved application for a variance the Board may vary or adjust the strict application of any of the requirements pursuant to this ordinance if after due process it is determined that the strict application of any provision of meets all of the following:

1. There are special circumstances or conditions, fully described in the Board's findings, which are peculiar to the land or building for which the adjustment is sought and do not apply generally to land or buildings in the neighborhood and have not resulted from any act of the applicant subsequent to the adoption of the ordinance.
2. Circumstances or conditions are such that the strict application of the provisions of the ordinance would deprive the applicant of the reasonable use of the existing land or building, the granting of the adjustment is necessary for the reasonable use thereof and the

adjustment as granted is the minimum adjustment that will accomplish this purpose, High cost alone, when following this ordinance is not a reasonable basis for granting the owner a variance.

- 3. The granting of the adjustment is in harmony with the general purposes and intent of the ordinance and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.
- B. The Board may grant exceptions and variances upon request after a showing that an illegal construction or a nonconforming building or use existed for a period of at least five (5) years in violation of local ordinance and the City Administration has not taken steps toward enforcement. Approval of this type of Variance or nonconformance may be delegated to City Administration in lieu of a full public process that results in a Board Decision and Order.
- C. If a petition protesting the proposed conditional use and signed by 20% or more of the property owners within 140 feet of the premises is presented to the Board before a decision is reached, then the permit shall not be granted without the affirmative vote of three-fourths of all the Board members per W.S 15-1-603. Petition forms shall be made available by City Administration.

4-4-5 Board of Adjustment - Conditional Use Permit Requests

- A. Upon receipt of an approved application, the Board may authorize special exemptions to this code as a Conditional Use. Conditional uses are those that would not be appropriate in the designated area unless controlled as to number, area, and location, or other condition, and included in the list of allowed conditional uses for each zoning district as provided by this ordinance. Application for a conditional use permit shall be made to the Board of Adjustment and shall include any information the Board may require as set forth in their adopted rules and procedures. Permissible Conditional Use Applications are as follows:
 - 1. Childcare
 - 2. Group/Foster Home (WY Department of Health Licensed Facility)
 - 3. Home Business
 - 4. Short-term Rental/Bed and Breakfast
 - 5. RV campground
 - 6. Medical Office/clinic
 - 7. Professional office (other than Medical)
 - 8. Motel/Hotel
 - 9. Restaurant
 - 10. Gaming Establishment
 - 11. Communication Tower
 - 12. Junkyard
 - 13. Other similar used as approved by the Board
- B. The Board may subject conditional use permits to such conditions as it may deem necessary to preserve and protect the character of the area and the safety of the public. The subsequent violation of any condition shall be deemed a violation of this ordinance as well as grounds for revocation of the permit.
- C. If a petition protesting the proposed conditional use and signed by 20% or more of the property owners within 140 feet of the premises is presented to the Board before a decision is reached, then the permit shall not be granted without the affirmative vote of three-fourths of all the Board members per W.S 15-1-603. Petition forms shall be made available by City Administration.

4-4-6 Board of Adjustment - Non-Conforming Use Requests

- A. Upon receipt of an approved application, the Board may authorize a Nonconforming Use Permit. Within the zoning districts established by this

ordinance and amendments that may later be adopted, there exists land and land uses which were lawful before this ordinance was passed or amended, but which would be affected by the terms of future amendments. Therefore, it is the intent to permit these nonconforming uses to continue if the applicant meets all the requirements of this section as listed below. It is further the intent that these nonconforming uses shall not be used as grounds for allowing other uses prohibited elsewhere in the district.

- B. The Board has the authority to delegate the approval for a nonconformance to City Administration ONLY when a landowner is simply registering a Nonconforming Setback or Utility Installation that exists for 5 years or more and which were lawful before this ordinance was passed or amended. Registration for nonconforming setback or utility installation shall be submitted on an approved form provided by City Administration.
- C. Any existing structure devoted to a use not permitted by this ordinance in the zoning district in which it is located shall not be enlarged, extended, constructed, reconstructed, moved or structurally altered except when changing the nonconforming use of the structure to a use permitted in the zone in which it is located.
- D. Any nonconforming use may be extended throughout any parts of a structure which were manifestly arranged or designed for such use at the time of adoption, as defined in this ordinance, but no such use shall be extended to occupy any land outside such land or structure.
- E. If no structure alterations are made, any nonconforming use of the structure, or structures and premises, may be changed to another nonconforming use provided that the Board of Adjustment deliberates on an approved application and considers the following:
 - 1. The nature and purpose of the existing nonconforming use.
 - 2. The difference in quality and character of the proposed use.
 - 3. The difference in the degree of the use of the proposed use, including but not limited to hours of operation and parking requirements.
 - 4. The reasons for the proposed change; and
 - 5. The overall impact of the proposed use on the surrounding property.
- F. Any structure, or structures and land in combination, in or on which a nonconforming use is superseded by a permitted use, shall thereafter conform to the regulations for the district in which such structure(s) is located, and the nonconforming use may not be thereafter resumed.
- G. When a nonconforming use of a structure, or structures and premises in combination, is discontinued or abandoned for one (1) year or more, the structure, or structures and premises in combination, shall not thereafter be used except in conformance with the regulations of the district in which it is located. Abandonment shall include, but not be limited to, cessation of the use for one (1) year or more. The owner, occupant or user shall have the burden to show that the structure, lot, or use was lawfully established.
- H. Where nonconforming use status applies to a structure and premises in combination, removal or destruction of the structure shall eliminate the nonconforming status of the land. Destruction for the purpose of this ordinance is defined as damage to an extent of more than fifty (50) percent of the replacement cost at the time of destruction.

4-4-7 Board Of Adjustment – Appeals

- A. The decision of the Board of Adjustments may be reviewed by the district court pursuant to Rule 12 of the Wyoming Rules of Appellate Procedure in accordance with W.S. 15-1-609.
- B. The Board may reverse or affirm wholly or partly a Decision and Order,

requirement, decision or determination as necessary, but no power exercised under this paragraph shall exceed the power or authority vested in the administrative officer from whom the appeal is taken. The concurring vote of a majority of the board is necessary to reverse any order, requirement, decision or determination of any administrative official, or to decide in favor of the application on any matter upon which it is required to pass under any ordinance or to affect any variation in the ordinance.

Section 5 Planning Commission

- 4-5-1 Planning Commission - Creation
- 4-5-2 Planning Commission - Powers And Jurisdiction
- 4-5-3 Planning Commission – Rules for Proceeding Before the Planning Commission
- 4-5-4 Planning Commission - Annexations and De-annexations
- 4-5-5 Planning Commission – Creation of Zone Districts and Zoning Requests
- 4-5-6 Planning Commission – District Zoning Map
- 4-5-7 Planning Commission – Subdivision And Land Use Regulations
- 4-6-8 Planning Commission - Water and Sewer Requests Outside the City Limits
- 4-5-9 Planning Commission – Issuance of Solar Rights Permits

4-5-1 Creation

- A. A Planning Commission for the City of Lander of five to seven members is established in accordance with W.S. § 15-1-502 (1977) as the same now exists or may hereafter be amended. Members shall be appointed without respect to political affiliation by the Mayor, with the advice and consent of the Council. The term of each member shall be three years.
- B. The Planning Commission shall adopt rules and regulations necessary to the conduct of its functions which are consistent with this ordinance and state law. Such rules and regulations shall be subject to approval by the Council and a copy of the same shall be kept on file by the City Clerk for public inspection.

4-5-2 Powers And Jurisdiction

The Planning Commission has the following powers and jurisdiction in accordance with W.S 15-1-507 and 15-1-601 which is incorporated herein by reference:

- A. To hear and make recommendations to the City Council on all planning and zoning applications ensuring that the application is consistent with this ordinance and the adopted Zoning Map, Master Plan Transportation plans, and Subdivision Regulations of the City of Lander as from time to time may be amended.
- B. To and make recommendations to the City Council on proposed changes to the language of this Planning and Zoning ordinance.
- C. To review and recommend to the City Council approval or denial of annexation and de-annexation requests.
- D. To review and recommend to the City Council approval or denial of zoning and rezoning requests.
- E. To review and recommend to the City Council approval or denial of subdivision plats, both those of which that are within the corporate limits of the City as well as those that are within one mile of said corporate limits.
- F. To review and if in compliance, approve Development Plans and Planned Unit Developments subject to the currently adopted Subdivision Rules and Regulations as may from time to time be amended.
- G. To review in accordance with the adopted Water and Sewer Master Plans, as may from time to time be amended, and recommend to the City Council approval or denial of requests for water and/or sewer services outside City limits.

4-5-3 Planning Commission – Rules for Proceeding Before the Planning Commission

- A. The Planning Commission shall deliberate on all proposed changes to this ordinance, including changes to the zoning map, and make recommendations to the City Council for adopting changes by ordinance. Requests for changes may be initiated by the governing body, the planning commission itself, or an individual application as stated in the Amendment Procedures of these regulations.
- B. The Planning Commission shall deliberate on all requests submitted on an approved application form in accordance with these regulations and make a recommendation to the Governing Body.
- C. The Commission has the authority to hold a public hearing on all Subdivision and Planned Unit Development requests prior to making a recommendation to City Council. If a public hearing is afforded, the Commission shall fix a reasonable time and place for the hearing, notify all landowners within 140 feet of the action, and shall advertise the public hearing a minimum of 15 days prior to the hearing.
- D. Subdivision and Planned Unit Development applications to the Planning Commission shall follow all the requirements set forth in the City of Lander Subdivision Rules and Regulations as adopted by Resolution of the City Council as may from time to time be amended.
- E. All applications shall also be reviewed by City Administration, including but not limited to, the Public Works Director, City Engineer, Fire Administrator, Building Department, Parks and Recreation Department, and Planning Department or designated staff as appropriate for each application.

4-5-4 Annexations and De-annexations

- A. All proposed annexations to the City shall be referred to and reviewed by the Planning Commission. Rules for annexations of the following types are set forth in accordance with W.S. 15-1-401 to 15-1-423, inclusive. For all annexation requests or actions, the Commission shall review the land to be annexed with reference to the adopted Zoning Map, Master Plans, Transportation plans, and Subdivision Regulations of the City of Lander as from time to time may be amended. For all types of annexations, the Commission shall deliberate on the appropriate zoning district as requested by the annexation applicant and include their recommendation for zoning to the City Council at the same time as the matter comes before the Council for approval.
 - 1. Annexation of territories initiated by Governing Body.
 - a. In any annexation proceeding the governing body shall establish a date, time and place for a public hearing to determine if the proposed annexation complies with W.S. 15-1-402. The hearing shall be held not less than thirty (30) days nor more than one hundred eighty (180) days after the petition has been certified to be complete.
 - b. The clerk shall give notice of the public hearing by publishing a notice at least twice in a newspaper of general circulation in the territory sought to be annexed. The first notice shall be given at least fifteen (15) business days prior to the date of the public hearing.
 - c. If more than fifty percent (50%) of the landowners, or if a landowner or landowners owning more than fifty percent (50%) of the area to be annexed file written objections with the clerk of the annexing municipality within twenty (20) business days after the hearing under W.S. 15-1-405(a) no further action under W.S. 15-1-404 may be taken on any area within the proposed annexation within two (2) years.
 - d. If seventy-five percent (75%) or more of the perimeter of the area to be annexed is contiguous to the corporate limits of the annexing city or town, the provisions of subsection (c) of this

section do not apply and the proposed annexation shall not be protested.

e. No annexation under W.S. 15-1-404 shall create an area which is situated entirely within the boundaries of the city or town but is not annexed.

2. Annexation by petition of a single or multiple adjacent landowners.

a. Annexation may be initiated by a written petition signed and dated by a majority of the landowners owning a majority of the area sought to be annexed, excluding public streets and alleys and tax-exempt property

b. No signature on the petition is valid if it is dated more than one hundred eighty (180) days prior to the date of filing the petition with the clerk. No person signing a petition for annexation may withdraw his signature from the petition after it has been filed with City Administration.

c. City Administration shall within ten (10) days from the date the petition is filed, determine if the petition substantially complies with this article and forward the petition to the Commission.

d. There are no public hearings required for a annexation by petition.

3. Annexation by subdivision.

a. The owner of any land within or contiguous to any city or town may subdivide the land into lots, blocks, streets, avenues and alleys and other grounds as an addition to the City of Lander.

b. After public hearing and deliberation by the Commission, approval by City Council, and when filed with the County Clerk it is equivalent to a deed in fee simple to the city or town from the owner, of all streets, avenues, alleys, public squares, parks and commons and of that portion of the land set apart for public and city use, or dedicated to charitable, religious or educational purposes.

c. When all improvements are accepted by City Council, the subdivision is a part of the city or town for all purposes, and the inhabitants of the addition are entitled to all the rights and privileges and subject to all the laws, ordinances, rules and regulations of the city or town.

d. When annexation by subdivision is requested, City Administration shall notify to the appropriate County officials of the pending request.

4. Annexation of contiguous cities or towns.

When any city or town desires to be annexed to another contiguous city or town, their governing bodies shall meet to determine the terms and conditions on which the proposed annexation might be made. If the governing body of each city or town approves of the terms and conditions proposed, the governing body of the city or town to be annexed shall circulate a written petition requesting annexation subject to the terms and conditions set forth in W.S. 15-1-403 among the city's or town's qualified registered electors. Once the petition is signed by at least a majority of the qualified registered electors residing in the city or town, as determined by the records of the county clerk, it shall be filed with the clerk of the annexing city or town.

5. Municipal de-annexation by petition of a single or multiple landowners.

a. Any landowner within a city or town may petition the governing body of the city or town to have his land or a portion of it de-annexed and the boundaries of the city or town redrawn so their land is outside the city or town boundaries. The landowner shall file the petition with the planning commission and shall also provide a copy of the petition to the county commissioners of the affected county. The county commissioners shall, within sixty (60) days, prepare a report on the impact of the de-annexation. The affected city or town may not take any action on the petition for de-annexation until after the sixty (60) day period. The commissioners may establish rules and regulations for the area to be de-annexed which are consistent with county land use plans and zoning ordinances.

b. The petitioner shall be responsible for publishing a public notice of the petition in a newspaper of general circulation in the affected municipality no more than ten (10) days after filing the petition with the municipal clerk. The notice shall also include a map showing identifiable landmarks and boundaries.

c. The governing body of the city or town may by ordinance provide for this de-annexation and redrawing of boundaries provided that:

(i) The owners of all the land to be de-annexed either sign the petition for de-annexation or consent to the de-annexation within one hundred twenty (120) days after the final passage of the de-annexation ordinance and before its effective date. The passage of the ordinance shall serve as the consent of the city or town for any land owned by the city or town within the area to be de-annexed.

(ii) The ordinance is adopted within one hundred twenty (120) days after the receipt of the de-annexation petition and within one hundred eighty (180) days after the landowner's signature of the petition, unless a further consent of all the landowners is obtained before the effective date of the ordinance; and

(iii) If the de-annexation causes land within the city or town boundaries to no longer be contiguous with the rest of the city or town, the de-annexation ordinance may be adopted only with the consent of all the owners of the land to be isolated by the de-annexation.

d. If the city or town owns any rights-of-way, easements, streets or other property or improvements within the area to be de-annexed it may:

(i) Vacate or abandon them.

(ii) Transfer them to the county government with the consent of the county commissioners.

(iii) Agree to transfer them to another city or town upon completion of the annexation of all or part of the de-annexed land to that other city or town.

(iv) Retain ownership of them.

e. No de-annexation shall create an area which is situated entirely within the municipality but is not a part of the municipality.

f. The landowner petitioning to have land de-annexed, and his successors and assigns shall remain liable for any assessments incurred or levied while the land was within the city or town boundaries and for all mill levies necessary to repay any indebtedness that was outstanding at any time the property was within the city or town boundaries. Neither the de-annexation nor subsequent annexation to or incorporation as another city shall increase or decrease these liabilities.

4-5-5 Planning Commission – Creation of Zoning Districts and District Regulations

In order to effectively carry out the provisions of these regulations the lands within the corporate limits of the City of Lander shall be divided into the following zoning districts:

- A. A - Agricultural District.
- B. R-1 Single Family Residential District.
- C. R-2 Single Family and Multi-Family Residential Low-Density District.
- D. R-3 Single Family and Multi-Family, Manufactured Home Residential Medium Density District.
- E. R-5 Multi-Family Residential High-Density District.
- F. R-MED - Single Family, Multi-Family Low Density Residential and Medical Services District.
- G. C - General Commercial District.
- H. M-I Manufacturing and Light Industrial District.
- I. PL Public Lands District.
- J. Airport (

4-5-6 District Zoning Map

A. The boundaries of these Zoning Districts are hereby established as shown on a map entitled "District Zoning Map, Lander, Wyoming." This map, and all official amendments thereto, are hereby declared to be part of this ordinance.

B. The City Clerk shall maintain the District Zoning Map to accurately represent the zoning district and classifications created by ordinance. The map shall constitute prima facie evidence of district boundaries.

C. Unless otherwise defined, district boundary lines are intended to be lot lines; the center line of streets, alleys, channelized waterways or other similar rights-of-ways; the center line of blocks; section or township lines; municipal corporate lines; the center line of streambeds or other line dimensions or drawn to scale on the District Zoning Map.

D. It is the intent of this ordinance that all lands lying within the corporate boundaries shall be within one of the enumerated zoning districts. If any such land is determined not to be within one of the enumerated districts for whatever reason or cause, then no permits shall be issued for the use of the land or for the erection or alteration of any structures on the land until the area has been examined by the City Council and zoning classification has been established within a reasonable period of time.

E. All territory which shall hereafter be annexed to the City of Lander shall be in one of the defined Districts unless otherwise designated by the City Council, as a part of the annexation and zoning process. Such a zone district classification, once established, may be amended pursuant to the procedures established by this ordinance.

4-5-7 Planning Commission - Subdivision And Land Use Regulations

A. **PURPOSE** - These regulations have been promulgated and adopted with the following purposes in mind:

- 1. To ensure orderly development in conformance with a duly adopted Master Plan.
- 2. To protect the public health, safety and general welfare of present and future residents of the City of Lander, Wyoming.
- 3. To establish standards and procedures for the protection of the common interests of the general public, the landowner and the developer.
- 4. To protect the character and value of lands and buildings throughout the City of Lander and minimize conflicts among the uses of land and buildings.
- 5. To provide for safe and adequate transportation systems, utilities and other public facilities.

- 6. To establish adequate and accurate records of land subdivision.
- 7. To encourage the use of innovative land planning and urban design techniques.

B. Application: These regulations shall apply to:

- 1. All of the lands within the boundaries of the City of Lander, Wyoming as they shall from time to time be amended.
- 2. Any proposed division of real property within the City limits of Lander must comply with Section 4-11-2 of the Lander City Codes with application and approval by the Planning Commission. No person shall subdivide any lot or tract of land without first applying for a subdivision, obtaining a recommendation from the Lander Planning Commission and approval of the City Council.
- 3. None of the provisions of these regulations shall be construed to require replatting in any case in which subdivision plats have been made and legally recorded pursuant to any regulations previously in force; and all plats heretofore filed for record and not subsequently vacated are hereby declared valid, notwithstanding the fact that the procedures or the manner and form of acknowledgement may have been different than those prescribed by these regulations. However, if any such subdivision has never been or has partially been improved with paved streets, curb, gutter, sidewalks and proper utility lines, no building permit will be issued for those lots within such subdivision or part thereof that does not have direct access to said improvements until those public improvements have been installed according to the adopted City of Lander Engineering Standards and Specifications Manual - Most Recent Edition. The financial responsibility for installing those improvements rests with the owner(s) of record of that/those lot(s). The owner(s) that must have those public improvements installed shall make application to the City for the establishment of a Public Improvement District as provided under Chapter 15, Title 6, Wyoming State Statutes (1977), as amended, with said District being of sufficient size to encompass the entire subdivision or a portion thereof as determined by the City Engineer/Public Works Director.

C. Exemptions:

- 1. These regulations shall not apply to:
 - 1. The subdivision of land for and creation and/or the sale of cemetery lots.
 - 2. The sale of land to the State of Wyoming, U.S. Government or any political subdivision thereof.
 - 3. A lot, tract, or parcel of land 35 acres or more in size.

D. Subdivisions within one (1) mile of City Limits:

- 1. All Planned Subdivisions within one (1) mile of the City Limits shall be reviewed by the Planning Commission and Certified by the City Council. The Plat shall be reviewed to ensure it:
 - 1. Conforms to any adopted street plan of the city, town or county.
 - 2. Contains all areas for streets, roads and alleys that are dedicated rights-of-way.
 - 3. Contains dedicated easements for all existing and proposed utilities; and
 - 4. Contains any additional criteria the governing body of the city or town and the board of county commissioners agree to through a jointly adopted plan or voluntary agreement.
- 2. When executed, acknowledged and approved as provided in this section, the Plat shall be filed and recorded in the office of the clerk of the proper county.

E. Administration

- 1. These regulations shall be administered by the City of Lander City Hall Administration.
- 2. All plats submitted to the City Council of the City of Lander shall first have been examined by the City Engineer/Public Works Director and the Planning Commission in accordance with the procedures established by this ordinance. As a part of their examination, the Staff and the Commission may consult with other public or private agencies to determine whether or not the plat as proposed will contribute to the orderly growth and development of the City. The City Hall Administration shall receive all materials required to be submitted by these regulations.

3. Preliminary and final subdivision plats, supporting materials and a Department's recommendations thereon shall be reviewed and evaluated by the Planning Commission. After concluding its examination, the Planning Commission shall, in the case of Preliminary Plats, notify the developer of its decision in writing, and in the case of Final Plats communicate its findings and recommendations to the City Council in writing. The actions of the City Administration, the Commission and the Council shall be governed by the procedures and schedules hereinafter set forth.
4. The City shall not extend utilities and services and shall not approve any proposed subdivision of land which by itself or as a part of a larger tract, is contiguous to or completely surrounded by the boundaries of the City unless the Preliminary Plat submitted to the Planning Commission is accompanied by a properly acknowledged petition for annexation to the City and a separate application for proper zoning.
5. The City Administration shall review both the annexation petition and the Preliminary Plat for accuracy and completeness and shall process the plats as if the land were already a part of the City. The required plats and the annexation petition may be considered by the City simultaneously; however, final action by the City Council on the annexation petition and zoning shall precede or be taken concurrently with final action on the Final Plat.

F. Appeals

1. Any developer or landowner aggrieved by the action of the Planning Commission or the administrative staff of the City of Lander in their administration of these regulations, may request a hearing before the City Council. The request shall be in writing, shall be submitted to the City Administration within thirty (30) days of the receipt of such a request, the City Council shall hold a hearing to determine the proper disposition of the matter. At the hearing, the Council shall consider not only the developer's/landowner's appeal, but also the written or verbal comments of the Commission, agency or person appealed from. The Council shall either reaffirm or modify the decision of the Commission, agency or person and note the decision in the record of its hearing. The developer or landowner may then proceed with the subdivision of the land based upon this decision of the Council. This decision shall be binding upon all agencies and administrative personnel of the City of Lander.

4-5-8 Planning Commission – Water and Sewer Requests Outside the City Limits

- A. Applications for water and/or sewer services outside the City limits shall be on an approved form provided by City Administration. Applications shall be reviewed by the Planning Commission shall follow all the requirements set forth in the City of Lander Water and Sewer Master plans as adopted by City Council and as may from time to time be amended.
- B. All applications shall also be reviewed by City Administration, including but not limited to, the Public Works Director, City Engineer, Fire Administrator, Building Department, Parks and Recreation Department, and Planning Department or designated staff as appropriate for each application.
- C. The City Administration has the authority to require water rights be relinquished to make an appropriate water supply for the new service.
- D. The City Administration has the authority to approve water and sewer taps outside the City limits in exchange for utility easements.
- E. If a determination is made to allow water and/or sewer services outside the City Limits, then the landowner shall sign an Annexation Agreement provided by City Administration.
- F. Determinations for Water and/or Sewer requests outside City limits shall be given to the applicant in writing as well as recorded in the Planning Commission Minutes.

4-5-9 Planning Commission – Issuance of Solar Rights Permits

- A. Authority - This Section and City Ordinance 1214 dated June 13, 2017, is adopted pursuant to and in accordance with the authority vested in the City

B. Purpose - The purpose of this Section is to protect the health, safety and general welfare of the community by encouraging the use of solar energy systems. The overall objective of this Section is to provide adequate protection from interference by structures, trees, or topography. It is the intent of this Section to provide a means of protection for the use of solar collectors without causing undue hardships on the rights of adjacent property owners and to establish solar collectors as permitted use in all zoning districts.

C. A solar permit shall be granted by the Planning Commission only after an approved application form for solar access permit has been duly processed with the appropriate public hearing and review by City Administration as provided in Ordinance 1214 as may from time to time be amended Ordinance 1214 is incorporated by reference.

Section 6 General Zoning Requirements

4-6-1 Accessory Uses

4-6-2 Division Of Lots Not allowed without Subdivision

4-6-3 Zone Lot For Structures

4-6-4 Temporary Dwellings

4-6-5 Legal Access

4-6-6 City Easements And Rights-Of-Way

4-6-7 Off-Street Parking And Loading Requirements 6.24.140 Street Addressing

4-6-8 New And Modified Commercial Communication Towers And Antennas

4-6-1 Accessory Uses

A. Any use which complies with all of the following conditions may be operated as an accessory use:

1. does not include residential occupancy.
2. is clearly incidental and customary to and commonly associated with the operation of the permitted use (examples may be detached garages, storage sheds or metal containers, home offices, etc.).
3. is operated and maintained under the same ownership and on the same lot as the permitted use.
4. does not include structures or structural features inconsistent with the permitted uses of the zoning district).
5. if operated wholly or partly within a structure containing the permitted use, the gross floor area utilized by the accessory use shall not exceed 30% of the gross floor area of the permitted use.
6. if in a separate, detached structure from a permitted use, the gross floor area devoted to the accessory use shall not exceed the gross floor area as defined in the International Residential Code (IRC).
7. Accessory Structure General Requirements – Non-residential Districts
 - a. Accessory Structures are permitted on Commercial, Manufacturing-Industrial and Agricultural lots without permit but shall be placed in accordance with the required front and side rear setback line for that zoning district.
 - b. Under no circumstances shall an accessory structure be placed over a utility easement or a public right-of-way.
 - c. When the lot of the accessory structure is directly abutting a residential district parcel or lot, the setback requirements of that residential district shall be used for front, side and rear setbacks.

8. Accessory Structure General Requirements – All Residential Districts-

in all residential districts, accessory structures shall be permitted by placement or building permit as appropriate. Accessory Structures shall be located behind the front setback line, or the side yard setback if adjacent to a street, as defined that that district’s regulations and permitted to meet the following requirements.

- a. Side yard setback of detached accessory structure in all residential districts: 5 feet.
- b. Rear yard setback of detached accessory structure in all residential districts: 5 feet.
- c. Under no circumstances shall an accessory structure be placed over a utility easement or a public right-of-way
- d. Maximum height of detached accessory structures in all residential districts: 30 feet
- e. Maximum height of detached accessory structures in Commercial District: 45 feet.

9. General Requirements for Portable and Temporary Storage Structures

- a. Portable storage units (i.e., skid sheds, metal containers) shall be considered an accessory structure in a residential district.
 - (1) A placement permit from City Administration shall be required prior to placing any portable structure in excess of 120 square feet with the intention of leaving it for more than 30 days.
 - (2) Portable storage structures less than 120 square feet are not required to obtain a placement permit but must meet the easement, height, front, side and rear setback requirements stated in the District Classification for each zoning district and all Regulations of this ordinance.
 - (3) Portable storage structures shall not be permanently placed within a private driveway, public street or alley, over a utility easement, within the City right-of-way, nor within the front yard setback as designated for each zoning district.
- b. Temporary Storage structures for less than 30 days and in excess of 120 square feet shall not be placed on any lot or in any street without the lot owner, renter, or assignee first obtaining the placement permit from City Administration. Such permit will regulate the placement of the temporary structure to be located in either the street, City ROW, front yard, driveway, or side yard of the primary structure as permitted by City Administration.
 - (1) For construction projects requesting a building permit, temporary storage structures and waste receptacles may be added to the building permit. Under these conditions, temporary storage structures and waste receptacles shall be removed prior to issuing the occupancy permit.

4-6-2 Division Of Lots Not allowed without Subdivision

No division of any lot may create a lot smaller than the applicable minimum size and dimensions as described within these Regulations. Application must be made for any proposed division of real property within the City limits of Lander. Any division or lot line change shall follow the procedures laid out in the current City of Lander Subdivision Regulations for a Minor Subdivision and must be recommended by the Planning Commission and approved by City Council.

4-6-3 Temporary Dwellings

A. No motor vehicle, recreational vehicle, accessory structure, or temporary structure on a lot shall be used for sleeping, eating or preparing of food for a period exceeding two weeks without first obtaining permission from City Administration.

B. Application may be made to City Administration to seasonally reside in a Recreational Vehicle exclusively for the owner of the lot. This permission shall be for less than 6 months and only permitted between May 1 and October 31 annually. This section shall not apply within approved manufactured home parks or approved Recreational Vehicle campgrounds.

C. Application may be made to City Administration to reside in a Manufactured Home or a Recreational Vehicle on a lot for longer than two weeks when associated with an approved building permit. This permission will expire with the issuance of the occupancy permit associated with the building permit.

4-6-4 Legal Access

- A. All dwellings and businesses shall be located on lots with frontage on public streets and shall have direct access from the streets suitable for servicing, fire protection and off-street parking.
- B. Secondary access is allowed from alleys that do not dead end within the block.
- C. Private drives are allowable as approved by the Commission as legal access or by the Board of Adjustments as a nonconformance or variance in accordance with these regulations.

4-6-5 City Easements And Rights-Of-Way

Any fence, wall, landscaping, or built structure located within an existing street right-of-way or other City easement may be removed at the property owner's expense if necessary for utility and street maintenance or construction.

4-6-6 Off-Street Parking And Loading Requirements

- A. The following general requirements shall apply:
 1. off-street parking and loading shall be provided and maintained as required by this Section for all permitted uses which are established after the effective date of this
 2. these requirements shall not be retroactive to permitted uses existing on the date this ordinance becomes effective but shall apply to any expansion of these uses which occurs after that date.
 3. in residential districts, required off-street parking shall be provided on the same lot to which the parking pertains.
 4. If adequate off-street parking is not feasible on the same lot for a commercial, public, or an approved conditional use, parking may be approved at the discretion of the Planning Commission on another lot in the R-5, C, or P-L Districts, but to be located not farther than 1,000 feet from the structure or use they are required to serve;
 5. groups of more than four parking spaces shall be designed so that no backing movements onto a street will be required.
 6. no structure shall be erected or enlarged, nor shall any use be enlarged, if such action will eliminate the required off-street parking areas.
 7. The requirements of these off-street parking regulations may be

waived at the discretion of the Planning Commission with regard to structures and uses with frontage on Main, Lincoln or Garfield Streets located between First Street and Ninth Street.

- 8. The businesses within the Lander Business Park will be allowed to count overflow off-street parking for their total parking spaces per use.

B. Off-street parking and loading will be designed, used and maintained in accordance with the following specifications:

- 1. Residential individual off-street parking spaces shall be at least nine feet wide and 18 feet long (enclosed garages and awnings may be counted as a parking space).
- 2. Commercial off-street loading spaces shall be located only in the side or rear yards of the lot and shall be at least 12 feet wide, 50 feet long and have a minimum height clearance of 14 feet.
- 3. areas used for required parking and maneuvering of vehicles shall have an all-weather surface of asphalt or concrete or alternatives approved by the Planning Commission and City Administration and shall be designed in a manner which avoids the flow of water across public sidewalks.
- 4. each parking or loading space must be usable and readily accessible and arranged so that no part of any parked vehicle extends beyond the property line nor obstructs the public sidewalks.
- 5. required parking and loading areas shall be provided with designated entrances and exits located so as to minimize traffic congestion and avoid undue interference with public use of streets, alleys and public sidewalks.
- 6. parking and loading areas provided in accordance with the requirements of this ordinance shall not be used for the sale, repair, assembly or disassembly, storage or servicing of vehicles or equipment.

C. At the time a structure is being erected or enlarged, or the use of an existing structure is changed, off-street parking spaces shall be provided as follows:

- 1. For R-1 residential districts:
 - a. Dwellings with one bedroom shall have 1 off-street parking space.
 - b. Dwellings with 2 or more bedrooms shall have 2 off street parking spaces.
 - c. Dwellings in R-2, R-3, R-4, R-5 and R-Med districts shall have 1 off--street parking space for each living unit. (i.e., a single-family residence requires 1 unit, a duplex requires 2 units, a 6-plex requires six units, etc.).
 - d. Approved Conditional Uses such as Child Care, Home business, Short term rentals - As determined by the Board of Adjustment and memorialized in the Decision and Order.

2. For Commercial uses in Commercial and Residential Districts

- a. Home business - 1 per 200 sq. ft. or fraction thereof.
- b. Boarding houses - 1 per each sleeping or living unit.
- c. Retirement homes, housing project for senior citizens - .5 per dwelling unit plus 1 for manager.

- d. Motel or hotel - 1 per sleeping room plus 1 for manager.
- e. Clubs or lodgers - Spaces to meet the combined requirements of the uses being conducted such as hotel, restaurant, auditorium, etc.
- f. Convalescent hospital, nursing home - .4 X lawful number of occupants plus 1 per each staff member on duty on maximum shift.
- g. Hospital - 1 per bed plus .75 X maximum number of employees on duty on a maximum shift.
- h. Churches - .35 X seating capacity of sanctuary.
- i. Preschool, nursery or kindergarten - 2 spaces per employee.
- j. Elementary or junior high school - 1 per each employee and each faculty member.
- k. High school and vocational schools - 1 per each employee and each faculty member plus 1 per five students.
- l. Stadia, areas, theaters, auditoriums or meeting rooms - .35 X seating capacity or, if no fixed seats, 1 space per 50 square feet of floor area.
- m. Bowling Alley - 5 per lane.
- n. Dance Hall or skating rink - 1 per 80 square feet of floor area.
- o. Retail and repair shops, including shoe repair, contractors' showrooms, galleries, structure material supply stores, package beverage stores with no seating - 1 per 1000 square feet of floor area plus one per three employees.
- p. Restaurants and beverage establishment with seating 1 per 100 sq ft of customer floor area.
- q. Barber shops and Cosmetology Shop - 1 plus 1.5 per chair.
- r. Banks and business or professional offices (except medical and dental clinics) - 1 per 300 square feet of floor area.
- s. Medical and dental clinics - 2 per staff person.
- t. Gas stations - 1 per nozzle plus 2 per lift (in addition to stopping places adjacent to pumps).
- u. Mortuary - 1 space per 4 seats or 8 feet of bench length in the chapel.
- v. Laundromats - .5 per machine.
- w. Other retail and service establishments - 1 per 300 square feet of floor area and outdoor sales space.
- x. Warehouses, storage and wholesale business, and freight terminals – 2 spaces plus, 1 space per employee on maximum shift. And sufficient space to park all company owned or leased vehicles, including passenger auto manufacturers, trucks, tractors, trailers and similar company owned or leased motor vehicles.
- y. Manufacturing uses, research testing and processing, assembly, all industries - 1 X number of employees on a maximum shift.

- z. Gaming, one space per every 75 square feet of gaming area or any portion thereof.
- aa. Uses not specified - Shall be determined by the City Administration in accordance with the most recently adopted National Codes.

- D. Where calculation in accordance with the foregoing residential and commercial req results in requiring a fractional space, any fraction less than one-half shall be disregarded and any fraction of one-half or more shall require one space.
- E. At least the following amounts of off-street loading shall be provided, plus an area adequate for maneuvering and walk/bike ways, ingress and egress:

Number of Spaces	Gross Floor Area in Square Feet
1	3,000 to 20,000
2	20,000 to 40,000
3	40,000 to 60,000
4	60,000 to 80,000
5	80,000 to 100,000
6	100,000 to 150,000

One additional space shall be provided for each 50,000 gross floor area in square feet above 150,000 square feet. If parking is greater than 5000 sq feet a green area and/or snow dump area must be provided on the premises.

4-6-7 Street Addressing

- A. All persons owning, occupying or managing any residence or structure within the corporate limits of the City shall obtain a number for such residence or structure from the City Administration and shall display such assigned number upon said residence, structure or other place so as to be clearly visible from the street.
- B. Any person, before constructing any dwelling or place of business within the city, shall before commencing such structure make an approved application to the City Administration for a number for such proposed structure and the city clerk shall allot a number; therefore, the person shall within ten (10) days after completion thereof have such number attached thereto, as herein provided. In allotting and designating numbers for all dwellings and places of business, hereunder, the city clerk shall allot such numbers as shall most nearly express the location of the structure on the street and in the block where the same is situated.
- C. The number, when so assigned, shall then be placed upon the structure or structure, by the owner thereof, so as to be plainly visible from the street that the residence or structure faces upon, either by constructing thereon prepared Arabic numbers, or by painting such Arabic numbers thereon in such size as to be readily discernible from such street, but said numbers shall not be less than 2 inches in width and not less than 3 inches in height.
- D. Every manufactured home park shall designate a lot number to each lot and provide the same to the city clerk. Each manufactured home shall have placed upon it the lot number in which it is located so as to be plainly visible from the street that the manufactured home faces in a manner as herein provided. No other numbers shall be affixed in the location of the lot number.

- E. Nothing in this ordinance shall in any way affect numbers of structures or structures previously assigned by the City Administration, unless deemed by the City Administration to have been inappropriately assigned.
- F. It shall be unlawful for any person to place any number or other means of identification using numbers upon any structure, or other structure, within the City, as a means of identification of the location of such structure or other structure, unless such number shall have been procured under the provisions hereof and assigned to such owner, by the City Administration.

4-6-8 New And Modified Commercial Communication Towers And Antennas

Conditions for New and Modified Commercial Communication Tower/Antenna Placement - A new or modified communication tower and/or antenna may be permitted upon application to the Board of Adjustment as a conditional use and upon determination that all of the following conditions are met.

- A. Permitted Height. Commercial Communications Towers and Antennas, antenna and all related facilities mounted on structures, water tanks or other structures including free-standing or guyed communications Commercial Communications Towers must not extend more than 100 feet from the surface of the ground. Antenna shall not extend more than 105 feet from the surface of the ground
- B. Specifications. Submission of one copy of typical specifications for proposed structures and antenna, including description of design characteristics and material. All tower designs must be certified by an engineer licensed to practice in the State of Wyoming to be structurally sound and at a minimum, in conformance with the City's adopted codes as may be amended from time to time, and any other standard outline in this article.
- C. Site Plan. Submission of a site plan drawn to scale showing property boundaries, tower location, tower height, guy wires and anchors, existing structures, elevation drawings depicting typical design of proposed structures, parking, fences, landscape plan and existing land uses on adjacent property.
- D. Tower Location Map. Submission of a current map, or update for an existing map on file, showing locations of applicant's antenna, facilities, existing Commercial Communications Towers and Antennas, and proposed Commercial Communications Towers and Antennas which are reflected in public records, serving any property within the city.
- E. Antenna Capacity/Wind Load. Submission of a report from a structural engineer registered in Wyoming that shows the tower antenna capacity by type and number and certification that the tower is designed to withstand winds in accordance with ANSI/EIA/TIA 222 (latest version) standards.
- F. Antenna Dimensions.
 - 1. Omni-Directional (whip) antennas and their supports must not exceed 15' in height and 3" in diameter and must be constructed of a material or color which matches the exterior of the structure.
 - 2. Directional or Panel antennas and their supports must not exceed 8' in height or 2.5' in width and must be constructed of materials and coloration which achieves maximum compatibility and minimum visibility.
 - 3. Satellite and microwave dish antennas located below sixty-five (65) feet above the ground may not exceed six (6) feet in diameter. Satellite and dish antennas located sixty-five (65) feet and higher above the ground may not exceed eight (8) feet in diameter.
- G. Antenna Owners. The applicant shall show identification of the owners of all antenna and equipment to be located at the site as of the date of application. A copy will be on file at City Hall and must be updated with each additional participant or change of ownership.

- H. Owner Authorization. Written authorization from the site owner for the applications.
- I. FCC License. A copy of a valid FCC license for the proposed activity, or proof that the applicant is the winning bidder for an FCC license at auction and that the final issuance of the FCC license purchased at auction is pending.
- J. Removal Agreement. A written agreement to remove the tower and/or antenna within 180 days of cessation of use along with a performance bond in an amount equal to the estimated removal costs. The performance bond shall be adjusted yearly for cost of living increases according to the Bureau of the Census Cost of Living.
- K. Need for Location. Applicant must show that the proposed antenna and equipment could not be placed on a pre-existing facility and function under applicable regulatory and design requirements without unreasonable modification. A permit for a proposed tower within 1,000 feet of an existing tower will not be granted unless the applicant certifies that the existing tower does not meet the applicant's structural specifications or technical requirements, or that a co-location agreement could not be obtained at commercially reasonable terms and conditions, including price.
- L. Design for Multiple Use. Applicant must show that a new tower is designed to accommodate the applicant's potential future needs, to the extent that those future needs may be determined at the time of application.
- M. Safety Codes. All City of Lander structure and safety codes must be met and the site will be inspected upon completion by the City Administration.
- N. Aesthetics. Commercial Communication Towers and Antennas shall meet the following requirements:
 - 1. Signs. No commercial signs or advertising shall be allowed on a tower or antenna including the base of the tower/antenna.
 - 2. Vandalism to Include Graffiti. Any vandalism, graffiti or other unauthorized inscribed materials shall be removed or otherwise covered in a manner substantially similar to and consistent with the original exterior finish.
- O. Alternative tower structure to include man-made trees, towers, bell steeples, light poles and similar alternative-design mounting structures that camouflage or conceal the presence of antennas or towers are desirable. When camouflaging is not feasible selection shall include materials, colors, textures, screening and or landscaping that will blend towers into the natural setting and surrounding structures.
- P. Fencing. An eight (8) foot fence or wall constructed for safety and to shield against vandalism, shall be required around the base of any tower or antenna.
- Q. Annual Registration Requirement. To enable the City of Lander to insure safety requirements of commercial communication towers and antennas with the City limits, on an annual basis, no later than June 30 each year. The commercial communication tower/antenna owner/operator may be required by the City to submit more frequent certification should there be reason to believe that the structural and electrical integrity of the tower/antenna is jeopardized. The City reserves the right upon reasonable notice to the owner/operator of the tower/antenna to conduct inspections for the purpose of determining whether the tower/antenna facility complies with the City of Lander adopted structure and safety codes and all other construction standards provided by local, state and federal laws.
- R. The owner/operator shall submit documentation to the City Clerk's office providing:
 - 1. Certification in writing that the commercial communication tower/antenna conforms to the requirements of the Uniform Structure Code and all other construction standards set for by the City Code, federal and state law by filing a sworn and certified statement by an engineer, certified in Wyoming, to that effect.

- 2. The name, address and telephone number of any new owner, if there has been a change of ownership of the tower/antenna.
- 3. The name, address and telephone number of the operator.

Section 7 Zoning District Regulations

- 4-7-1 A - Agricultural District.
- 4-7-2 R-1 Single Family Residential District.
- 4-7-3. R-2 Single Family and Multi-Family Residential Low-Density District.
- 4-7-4. R-3 Single and Multi-family Medium Density and Manufactured Home Residential District.
- 4-7-5 R-5 Multi-Family Residential High-Density District.
- 4-7-6 R-MED - Single Family, Multi-Family Low-Density Residential and Medical Services District.
- 4-7-7 C - General Commercial District.
- 4-7-8 M-I Manufacturing and Light Industrial District.
- 4-7-9 PL Public Lands District.
- 4-7-10 Airport District

4-7-1 District Regulations - Agricultural District (A)

- A. Permitted Uses. The following uses may be operated as permitted uses in the district:
 - 1. single family detached dwellings.
 - 2. manufactured homes.
 - 3. agricultural (shall include horticultural uses, nurseries and the production of crops and livestock).
- B. Permitted Accessory Uses: Any use which complies with all of the following conditions may be operated as an accessory use:
 - 1. is clearly incidental and customary to and commonly associated with the operation of the permitted use.
 - 2. is operated and maintained under the same ownership and on the same lot as the permitted use.
 - 3. does not include structures or structural features inconsistent with the permitted use.
 - 4. to include one secondary residential unit.
 - 5. if operated wholly or partly within a structure containing the permitted use, the gross floor area utilized by the accessory use shall not exceed 30% of the gross floor area of the permitted use.
- C. Minimum area of lot: 1 acre.
- D. Minimum width of lot: 100 feet.
- E. Minimum setback requirements for structures:
 - 1. front yard: 33 feet.
 - 2. side yard: 12 feet.
 - 3. rear yard: 20 feet.
 - 4. side yard on flanking street or corner lot: 28 feet.
- F. Maximum Number of single family or manufactured homes per lot: two per lot.
- G. Maximum number of agricultural structures or accessory structures: three per acre.
- H. Maximum Height of Structures: 40 feet.

4-7-2 [District Regulations - Single Family Residential District \(R-1\)](#)

A. Permitted Uses. The following uses may be operated as permitted uses in the district:

- 1. single family detached dwellings.
- 2. churches.
- 3. public or private grade schools.
- 4. public park, playground or other public recreational facilities.

B. Conditional Use:

- 1. Childcare
 - 2. Foster care
 - 3. home business
 - 4. bed and breakfast/short-term rental
 - 5. mortuary/crematory
 - 6. related uses of similar type as approved by the Board of Adjustment.

C. Permitted Accessory Uses. Any use which complies with all of the conditions set forth under Section 4-6-1 may be operated as an accessory use to a permitted use.

D. Minimum Area of Lot: 7,500 square feet.

E. Minimum Width of Lot: 50 feet at front setback line.

F. Minimum Setback Requirement for Principal Structures:

- 1. front yard: 28 feet.
- 2. side yard: 10 feet.
- 3. rear yard: 15 feet or 20% of lot depth, whichever is smaller.
- 4. side yard flanking street on corner lot: 28 feet.
- 5. encroachment into the front yard setback and any side yard flanking street setbacks to within 18 feet of the curb line is permitted for use of a covered or uncovered carport, porch, or deck structure. That portion of the permitted structure within the setback area shall not be enclosed and in no case shall it be allowed beyond the property line.

G. Maximum Number of Structures Containing Permitted Use Per Lot: one per lot.

H. Maximum Number of Accessory Structures: two per lot

I. Maximum Height of Principle Structure: 35 feet.

4-7-3 [District Regulations – Single & Multi-Family Low-Density Residential District \(R-2\)](#)

A. Permitted Uses. The following uses may be operated as permitted uses in the district:

- 1. single family detached dwellings.
- 2. multi-family dwellings, up to four units;
- 3. churches.
- 4. private or public elementary and secondary schools.
- 5. public park, playground and other public recreational facilities.

B. Conditional

Uses:

- 1. Childcare.
 - 2. Foster care.
 - 3. home business.
 - 4. bed and breakfast/short term rental.
 - 5. mortuary/crematory.
 - 6. related uses of a similar type as approved by the Board of Adjustment.

C. Permitted Accessory Uses. Any use which complies with all of the conditions set forth under Section 4-6-1 may be operated as an accessory use to a permitted use.

D. Minimum Area of Lot, 3,750 square feet.

E. Minimum Width of Lot:

- 1. Rectangular lots: 40 feet at front setback line.
- 2. Pie-shaped lots and other nontraditional lots: 40 feet at front setback line.

F. Minimum Setback Requirements for Principal Structures:

- 1. front yard: 23 feet.
- 2. side yard: 10 feet; except that there shall be no side yard setback for the common wall side yard of a multi-plex as long as:
 - a. all provisions of the current version of the City adopted building and fire codes are complied with, including but not limited to, an appropriate fire wall; and
 - b. where units are to be sold separately and ownership of the land is deeded separately each family dwelling unit shall be served by a separate water, sewer and all utilities where there is no homeowners association .
 - c. where units are to be sold separately without ownership of the land, separate utilities are optional with proof of how the utility billing will be handled in a Homeowners association recorded document.
- 3. rear yard:
 - a. adjacent to an alley:
 - (1) 5 feet where there are no existing or planned utilities easements required
 - (2) 10 feet where there exists or are planned future utility easements required
 - b. with no alley 15 feet or 20% of lot depth, whichever is smaller.
- 4. side yard on flanking street on corner lot: 23 feet.
- 5. encroachment into the front yard setback and any side yard flanking street setbacks to within 18 feet of the curb line is permitted for use of a covered or uncovered carport, porch, or deck structure. That portion of the permitted structure within the setback area shall not be enclosed and in no case shall it be allowed beyond the property line.

G. Maximum Number of Structures Containing Permitted Use Per Lot: two per lot.

H. Maximum Height of Residential Structures: 45 feet.

4-7-4 District Regulations - Single and Multi-family Medium Density and Manufactured Home Residential District (R-3)

A. Permitted Uses. The following uses may be operated as permitted uses in the district:

1. single family detached dwellings.
2. multi-family dwellings up to 6 residential units.
3. single manufactured homes on privately owned lots.
4. manufactured home parks: must meet all zoning requirement listed herein and the layout requirements of the current Subdivision Rules and Regulations as may be amended from time to time, and the current version of the adopted International Building Codes.
5. churches.
6. public or private elementary and secondary schools.
7. public parks, playground and other public recreational facilities.

B. Conditional

Uses:

1. Childcare.
 2. Foster care.
 3. recreational vehicle and campground district.
 4. home business.
 5. bed and breakfast/ short-term rental.
 6. mortuary/crematory.
 7. related uses of a similar type as approved by the Board of Adjustment.

C. Permitted Accessory Uses. Any use which complies with all of the conditions set forth under Section 4-6-1 may be operated as an accessory use to a permitted use.

D. Minimum Area of Lot: 3,750 square feet

E. Minimum Width of Lot:

1. Rectangular lots: 40 feet at front setback line.
2. Pie-shaped lots and other nontraditional lots: 40 feet at front setback line.

F Minimum Setback Requirements for Principal Structures:

3. front yard: 15 feet.
4. side yard:
 - a. side yard:
 - (1) 5 feet unless there are existing utilities or platted utilities or drainage easements.
 - (2) 10' if there are existing utilities or platted utilities or drainage easement
 - (3) except that there shall be no side yard setback for the common wall side yard of a multi-plex as long as:
 - all provisions of the current version of the City adopted building and fire codes are complied with, including but not limited to, an appropriate fire wall; and
 - where units are to be sold and deeded separately each family dwelling unit shall be served by a separate water and sewer line.
5. spacing for the interior of a manufactured home park: 15 feet spacing between all sides of the interior dwelling units that are not otherwise

required to meet the setback from the front, side, or rear lot line.

- (1) all provisions of the currently adopted International Residential Code Appendix E is complied with, and
- (2) each family dwelling unit in a manufactured home park shall be served by a separate water and sewer service line.

6. rear yard:

a. adjacent to an alley:

- (1) 5 feet where there are no existing or planned utilities easements required
- (2) 10 feet where there exists or are planned future utility easements required

b. with no alley: 15 feet or 20% of lot depth, whichever is smaller.

c. excepting a manufactured home park where the rear setback is 15 feet.

5. side yard on flanking street or corner lot: 15 feet.

6. encroachment into the front yard setback and any side yard flanking street setbacks to within 18 feet of the curb line is permitted for use of a covered or uncovered carport, porch or deck structure. That portion of the permitted structure within the setback area shall not be enclosed and in no case shall it be allowed beyond the property line.

F. Maximum Number of Structures Containing Permitted Uses Per Lot: three per lot excepting approved layouts for manufactured home parks.

G. Maximum Number of Accessory Structures: number of accessory structures is not restricted excepting all structures must meet all setback, height, and full accommodations for off-street parking, excepting approved layouts for manufactured home parks

H. Maximum Height of Principle Structures: 45 feet.

4-7-5 District Regulations – Multi-family High Density Residential District (R-5)

A. Permitted Uses. The following uses may be operated as permitted uses in the district:

- 1. single family detached dwellings.
- 2. multi-family dwellings, number of units is not restricted excepting all structures must meet all setback, height, and full accommodations for off-street parking.
- 3. churches.
- 4. public or private elementary or secondary schools.
- 5. public park, playground and other public recreational facilities.
- 6. office space for a single user.
- 7. family day care home.
- 8. professional structures.

B. Conditional Uses:

- 1. Childcare.
 - 2. Foster care.
 - 3. Clinics, assisted living, and nursing homes.
 - 4. motels.

- 5. related uses of a similar type as approved by the Board of Adjustment.
- 6. recreational vehicle and campground district.
- 7. home business.
- 8. bed and breakfast/short-term rental.
- 9. restaurant.
- 10. Health club, civic or community center.
- 11. mortuary/crematory

C. Restrictions on Commercial and Conditional uses - Uses shall be subject to the following restrictions and limitations to preserve and enhance desirable neighborhood qualities:

- 1. Multiple Uses. Any number of permitted uses may be allowed on a single lot/development pad provided the specific use of some lots/development pads or structures may be limited based on access, parking limitations, or potential impacts to adjacent residential uses.
- 2. Storage Uses. Storage shall be limited to accessory storage of commodities sold at retail on the premises. All storage shall be completely enclosed within a structure unless otherwise approved by the planning commission. No commercial storage facility will be allowed.
- 3. Walls/Fences Between differing Use Districts. A six-foot-high solid wall/fence/screening or other approved buffer shall be constructed and maintained on all property lines which abut a residential use or zone district unless the property is separated from the residential use or zone district by a public road or alley. Walls or fences may be required to be set back from streets and alleys so as not to obstruct views.
- 4. Hours of Operation. No business shall be open to the public between the hours of ten p.m. and seven a.m. without a conditional use permit.
- 5. Uses in Structures. All uses shall be operated primarily within an enclosed structure. Limited seasonal outdoor displays and sales may be permitted if approved in the site plan review or by the Planning Commission.

D. Loading Areas Screened. All loading areas shall be screened from public view or from view from any adjacent residential use or zone district by a maintained wall or screened fence not to exceed ten feet in height.

E. Permitted Accessory Uses. Any use which complies with all of the conditions set forth under Section 4-6-1 may be operated as an accessory use to permitted use.

F. Minimum Area of Lot : 3,750 square feet.

G. Minimum Width of Lot: 40 feet from front setback line.

H. Minimum Setback Requirements for Principal Structures:

- 1. front yard: shall be 12 feet.;
 - a. side yard
 - (1) 5 feet unless there are existing utilities or platted utilities or drainage easements.
 - (2) 10' if there is an existing utility or platted utility or drainage easement
 - b. except that there shall be no side yard setback for the common wall side yard of a multi-plex as long as:
 - (1) all provisions of the current version of the City

adopted building and fire codes are complied with, including but not limited to, an appropriate fire wall; and

- (2) where units are to be sold and deeded separately each family dwelling unit shall be served by a separate water and sewer line.

2. rear yard:

a. adjacent to an alley:

- (1) 5 feet where there are no existing or planned utilities easements required
- (2) 10 feet where there exists or are planned future utility easements required

b. with no alley: 15 feet or 20% of lot depth, whichever is smaller;

3. side yard on flanking street on corner lot: shall be 12 feet.

I. Maximum Number of Structures Containing Permitted Use per Lot: number of residential structures is not restricted excepting all structures must meet all setback, height, and full accommodations for off-street parking.

J. Maximum number of Accessory Structures: number of units is not restricted excepting all structures must meet all setback, height, and full accommodations for off-street parking.

K. Maximum Height of Principle Structures: 45 feet.

4-7-6 District Regulations - Single Family, Multi-Family Residential And Medical Services District (R-MED)

A. Permitted Uses. The following uses may be operated as permitted uses in the district:

- 1. single family detached dwelling.
- 2. multi-family dwellings (up to four units).
- 3. churches.
- 4. public or private elementary and secondary schools.
- 5. public park, playground and other public recreational facilities.
- 6. Medical offices, clinic, assisted living facility, skilled nursing facility.
- 7. parking lots.

B. Conditional Uses:

- 1. Childcare.
- 2. Foster care.
- 3. hospitals*.
- 4. offices and office structures.
- 5. home business.
- 6. mortuary/crematory.

C. Permitted Accessory Uses. Any use which complies with all of the conditions set forth under Section 4-6-1 may be operated as an accessory use to a permitted use.

D. Minimum Area of Lot. 6000 square feet

E. Minimum Width of Lot: 40 feet front setback line.

F. Minimum Setback Requirements for Principal Structures:

- 1. front yard: 23 feet;
- 2. side yard: 10 feet; except that there shall be no side yard setback for the common wall side yard of a multi-family or multi-office-plex as long as:
 - a. all provisions of the current version of the City adopted building and fire codes are complied with, including but not limited to, an appropriate fire wall; and
 - b. where units are to be sold separately and ownership of the land is deeded separately each family dwelling unit shall be served by a separate water, sewer and all utilities where there is no homeowners association.
 - c. where units are to be sold separately without ownership of the land, separate utilities are optional with proof of how the utility billing will be handled in a Homeowners association recorded document.
- 3. rear yard:
 - a. adjacent to an alley:
 - (1) 5 feet where there are no existing or planned utilities easements required
 - (2) 10 feet where there exists or are planned future utility easements required
 - b. with no alley 15 feet or 20% of lot depth, whichever is smaller;
- 4. side yard on flanking street or corner lot: 23 feet.

G. Maximum Number of Structures Containing Permitted Use Per Lot: two per lot or as otherwise provided approved for medical facilities .

H. Maximum Height of Principle Structures: 40 feet.

4-7-8 District Regulations - General Commercial District (C)

A. Permitted Uses. The following uses may be operated as permitted uses in the district:

- 1. amusement place or event center (not to include adult rated bookstore or uses of similar type).
- 2. auditorium and similar places of public assembly.
- 3. automobile and manufactured home sales, service and repair, new and used.
- 4. banks and other savings and lending institutions.
- 5. commercial recreational use facility.
- 6. commercial storage facilities.
- 7. fire station, police station and jail.
- 8. garage (public and private).
- 9. gasoline filling station.
- 10. hotel and motel and other temporary lodging accommodations.
- 11. library and museum.
- 12. medical, dental and health clinic.
- 13. mortuary/crematory.

- 14. offices and office structure including professional services.
- 15. parking of vehicles.
- 16. private club, fraternity, sorority and lodge.
- 17. radio and television studio including commercial towers permitted as a conditional use.
- 18. restaurant, bar and food service establishments
- 19. Retail establishment.
- 20. school including public, private, vocational, and higher education:
- 21. single & multi-family dwellings.
- 22. theater, including drive-in theater.
- 23. veterinary clinic, providing all animal runs or observation pens are completely enclosed.
- 24. wholesale establishment.
- 25. essential public utility and public service installation.

B. Minimum Area of Lot: 3,750 square feet

C. Minimum Width of Lot: 30 feet on public street excepting Main Street where original Town of Lander lots were platted at 25 feet wide.

D. Minimum Setback Requirements for Principal Structures:

- 1. front yard: 8 feet; excepting Main Street where original Town of Lander lots were platted and constructed with no setback
- 2. side yard
 - a. on flanking street on corner lot: 8 feet
 - b. no setback required where there are common wall buildings that meet all currently adopted building codes provided there are no existing or platted utility easements;
- 3. When a lot or parcel of ground in the district adjoins a residential district, the setback requirements that apply to the yard area of the residential district shall be required .
- 4. When a parcel of ground or lot adjoins a residential district at the rear yard, a six-foot-high solid wall/fence or other approved buffer shall be required.

E. Maximum Height of Structures: 55 feet

F. Conditional Uses:

- 1. Recreational vehicle and campground district (Subject to adopted Subdivision Rules and Regulations as may be amended from time to time)
- 2. gaming
- 3. commercial communications towers and antennas.
- 4. Child Care.
- 5. Foster care.
- 6. Short-term Rentals
- 7. related uses of similar type as approved by the Board of Adjustment

G. Permitted Accessory Uses. Any use which complies with all of the conditions set forth under Section 4-6-1 may be operated as an accessory use to a permitted use;

H. Maximum number of structures containing an accessory use: no limit

I. Maximum number of structures containing permitted use: no limit

4-7-9 District Regulations - Manufacturing And Light Industrial District (M-I)

A. Permitted Uses. The following uses may be operated as permitted uses in this district:

1. airport.
2. assembly or fabrication from component parts or from materials already processed or manufactured into their final usable state.
3. armory.
4. automobile sales, service and repair.
5. structure for material storage or sales (except for ready-mix concrete).
6. fire station.
7. frozen food locker.
8. grain elevator and feed mill.
9. greenhouse and plant husbandry.
10. laboratory.
11. machinery and implement sales, service and repair.
12. mortuary/crematory
13. oil field supply sales and storage.
14. office including commercial, industrial and professional.
15. police station.
16. parking or storage of vehicles, towing yards not to include crushing and dismantling.
17. radio or television transmitting station including communication towers and Antennas permitted as a conditional use.
18. restaurant, bar, and food establishment.
19. storage of used material, auto wrecking, salvage, paper, scrap, bottles or rags.
20. truck, bus, rail or other transportation terminal.
21. veterinarian clinic.
22. vocational or training school.
23. warehousing or storage.
24. wholesale establishment.
25. public utility and public service installation.
26. single Family Dwelling lived in by the owner, caretaker or watchman.

B. Conditional Uses.

1. Commercial Communications Towers and Antennas.
2. Junk Yard.
3. Any other manufacturing or industrial use judged by the Board of Adjustment to be no more detrimental to adjacent properties than any of the same type and character as the permitted uses listed above.

C. Permitted Accessory Uses. Any use which complies with all of the conditions set forth under Section 4-6-1 may be operated as an accessory use to a permitted use;

D. Maximum number of structures containing an accessory use: no limit

E. Minimum Area of Lot: 3,750 square feet

F. Minimum Width of Lot: 30 feet.

G. Minimum Setback Requirements:

1. No setbacks are required except 5 feet where there exists or are planned future utility easements
2. when a parcel of ground or lot adjoins a residential district an eight-foot-high solid fence or other approved buffer shall be required.

H. Maximum Height of Structures: None.

I. Maximum Number of Structures Containing Permitted Use Per Lot: None

4-7-10 District Regulations - Public Land District (P-L)

A. Permitted Uses. The following uses may be operated as permitted uses in the district:

1. essential public utility and public service installation.
2. governmental structures.
3. public schools.
4. public parks and recreational facilities;
5. Healthcare facilities.
6. Airport.
7. Publicly owned bus, rail, or other transportation terminal.
8. Parking lot.

B. Conditional Use.

1. Commercial Communications Towers and Antennas
2. Childcare
3. Foster Care
4. Educational facilities
5. Other uses of a similar type as approved by the Board of Adjustments

C. Accessory Use. Any use which complies with all of the conditions set forth under Section 4-6-1 may be operated as an accessory use to a permitted use.

D. Maximum number of structures containing permitted use: No limit

E. Minimum Area of Lot: 3,750 square feet

F. Minimum Width of 30 feet.

G. Minimum Setback Requirements for Principal Structures:

1. front yard: 8 feet.
2. side yard : 8 feet. Provided that there are no existing or platted utility easements.
3. When a lot or parcel of ground in the district adjoins a residential district, the setback requirements that apply to the yard area of the residential district shall be required .
4. When a parcel of ground or lot adjoins a residential district at the rear yard, an eight-foot-high solid fence or other approved buffer shall be required.

H. Maximum Height of Principle Structures: None.

I. Maximum Number of Structures Containing Permitted Use Per Lot: None.

SECTION 2: All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 3: Severability. If any section, subsection, sentence, phrase, or clause of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are declared to be severable.

SECTION 4: This Ordinance shall take effect from and after its passage, approval and publication as required by law and the ordinances of the City of Lander.

PUBLIC HEARING October 8, 2024

PASSED ON FIRST READING October 8, 2024

PASSED ON SECOND READING _

PASSED ON THIRD READING =

PASSED, ADOPTED AND APPROVED by the Mayor and City Council on the _____.

THE CITY OF LANDER
A Municipal Corporation

By _____
Monte Richardson, Mayor

ATTEST:

Rachelle Fontaine, City Clerk

STATE OF WYOMING)
)ss.
COUNTY OF FREMONT)

CERTIFICATE

I hereby certify that on _____, following passage, adoption and approval of Ordinance 2024-08, Monte Richardson, the duly elected, qualified and acting Mayor of the City of Lander, issued this proclamation and said ordinance was published at least once in the Lander Journal, a newspaper of general circulation within Lander, Wyoming, the effective date and publication being _____.

Rachelle Fontaine, City Clerk

**Current City of Lander
Title 4 Zoning Code
proposed to be repealed
in its entirety by
Ordinance 2024-8.**

**Provided for
comparison purposes.**

Dated 10/4/24

TITLE 4 ZONING

- [4-1-1 Authority](#)
- [4-2-1 Purpose](#)
- [4-2-3 Definitions](#)
- [4-2-2 Application](#)
- [4-3-1 District Classifications](#)
- [4-3-2 District Zoning Map](#)
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- [4-5-2 Board Of Adjustment - Powers And Jurisdiction](#)
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- [4-7-1 City Planning Commission - Creation](#)
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- [4-8-1 Amendment Procedures - Statement Of Policy](#)
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- [4-9-7 Planned Unit Development \(PUD\)](#)
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- [4-11-9 General Requirements - Clear Vision Area](#)

- [4-11-10 General Requirements - Off-Street Parking And Loading Requirements](#)
- [4-11-12 General Requirements - Street Addressing](#)
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- [4-12-1 District Regulations - Agricultural District \(A\)](#)
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- [4-12-5 District Regulations - Multi-Family Residential District \(R-5\)](#)
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- [4-12-10 Regulating And Restricting The Height Of Structures And Objects In The Vicinity Of Hunt Field Airport](#)
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4-1-1 Authority

This ordinance is adopted pursuant to and in accordance with the authority vested in the City Council of the City of Lander, Wyoming by the statutes of the State of Wyoming, Sections 15-1-601 through 15-1-611 and Section 10-5-301 through 10-5-306, 1977 as amended.

4-2-1 Purpose

These regulations have been made in accordance with the policies and recommendations set forth in a duly adopted Master plan and have been enacted with the following purposes in mind:

- A. to lessen congestion in the streets by coordinating land use with transportation policies;
- B. to secure safety from fire, floods and other hazards;
- C. to provide adequate light and air for urban dwellers;
- D. to promote the most appropriate use of land to insure orderly growth and to prevent overcrowding;
- E. to allow for the adequate provision of needed public facilities to serve present and future populations;
- F. to conserve the value of structures and lands by insuring a compatible arrangement of land uses; and
- G. to otherwise promote the public health and general welfare of the community.

4-2-3 Definitions

- A. The following words, terms and phrases are hereby defined and shall be interpreted in the same fashion throughout this ordinance. The word "shall" is mandatory. The word "may" is permissive. Words used in the present tense shall include the future tense and words in the singular shall include the plural. Terms not herein defined shall have the meaning customarily assigned to them.
- B. For the purpose of interpreting these regulations, the following definitions shall apply:
 - 1. ACCESS: permission, liberty or ability to enter, approach or pass to and from a place or to approach or communicate with a person or commercial business or any other approved/legal use of a property.\
 - 2. ACCESS DRIVE: A privately owned, constructed and maintained vehicular access roadway accessing one or more dwelling units or one or more commercial, institutional or industrial principal uses.
 - 3. ACCESSORY STRUCTURE: A subordinate structure, the use of which is incidental to that of a main structure located on the same lot.
 - 4. ACCESSORY USE: Not a primary permitted use as authorized by these regulations but a subordinate use operated on the same lot as the permitted use or any accessory structure.
 - 5. AIRPORT: Hunt Field Airport, the Lander Municipal airport.
 - 6. AIRPORT ELEVATION: The highest point of an airport's usable landing

area measured in feet from mean sea level.

- 7. AIRPORT HAZARD: Any structure or object of natural growth located on or in the vicinity of a public airport, or any use of land near such airport, which obstructs the airspace required for the flight of aircraft in landing or takeoff at such airport or is otherwise hazardous to such landing or takeoff of aircraft.
- 8. ALLEY: A minor public right-of-way which provides secondary access to abutting properties.
- 9. ANIMAL BOARD AND TREATMENT CENTER: Means an establishment where animals are admitted for examination, treatment or care by a Doctor of Veterinary Medicine. Outside runs are allowed, but kennels must be in an enclosed facility. Boarding for all purposes is allowed.
- 10. ANIMAL CLINIC, SMALL: means an establishment where animals are admitted principally for short-term treatment, examination or care by a Doctor of Veterinary Medicine. Board is provided only for medical purposes or treatment.
- 11. ANNEXATION AGREEMENT: shall mean an agreement between the City and a landowner whereby each agrees to not oppose annexation into the City of Lander upon prior completion of improvements within the zone and a request to do so by the City Administration.
- 12. APPROACH (AIRPORT), TRANSITIONAL, HORIZONTAL, AND CONICAL ZONES: These zones apply to the area under the approach, transitional, horizontal, and conical surfaces defined in FAR Part 77.
- 13. BOARD OF ADJUSTMENT: Board of Adjustment is appointed by the City Council and shall be as provided in 4-5-1.
- 14. BOARD: The Board of Adjustment of the City of Lander, Wyoming.
- 15. BLOCK: A parcel of land, intended for urban development, entirely surrounded by public streets or lands, streams, railroads or highways.
- 16. CHILDCARE: A service licensed by the Wyoming Department of Health provided on behalf of children and their parents and designed to supplement daily parental care.
- 17. CITY ADMINISTRATION: shall mean the City Planner, City Engineer, Public Works Director, Building Inspector, City Clerk or other appointed employee.
- 18. CLINIC: means an establishment where patients are seen for special study and treatment by licensed healthcare professional and/or their professional associates.

19. **COMMERCIAL STORAGE FACILITY:** A structure or group of structures that contain varying sizes of individual, compartmentalized and controlled access stalls or lockers for the dead storage of articles or goods. This use does not allow any active retail uses outside storage, or storage or use of hazardous materials.
20. **COMMISSION:** The City of Lander Planning Commission appointed by the City Council and shall be as provided in 4-7-1.
21. **COUNCIL:** The City of Lander City Council.
22. **COUNTY:** Fremont County, Wyoming.
23. **CREMATORY:** Defined by Wyoming State Statute 33-16-502.
24. **CUL-DE-SAC:** A street having one end connected to a public street and being terminated by a vehicle turnaround at its other end.
25. **DEVELOPED STREET:** For purposes of annexation only a developed street shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all-weather driving capabilities with an unobstructed width of not less than 20 feet. This definition does not apply to subdivision rules and regulations of the Lander city code.
26. **DEVELOPER:** Any person, firm or agency who lays out any subdivision of lots, tracts, parcels, or other unit of land for the immediate or future purpose of sale, building development or redevelopment, for residential, recreational, commercial or public uses.
27. **DISTRICT:** Any section or area of the City of Lander for which the regulations governing the use of land and the use, density, bulk, height and coverage of structures and other structures are uniform.
28. **DRAINAGE EASEMENT:** A land area designated on a plat and set aside to accommodate the calculated and approved flow or storage of storm waters, which may also serve as a pathway and/or greenway.
29. **DWELLING:** A structure or a portion thereof used for living purposes constituting a separate, independent housekeeping unit which contains eating, sleeping, and sanitary services for residential occupancy, not including Recreational Vehicles which require license plates.
30. **DWELLING, SINGLE FAMILY:** A detached residential dwelling unit designed for and occupied by one family only.
31. **DWELLING, TWO FAMILY:** A detached residential structure containing two dwelling units, designed for occupancy by not more than two families.
32. **DWELLING, MULTI-FAMILY:** A residential structure containing more than

- two dwelling units for family occupancy.
- 33. EASEMENT: A designated area on a tract, block, or lot of land which the owner legally grants the right for the use of others, particularly, public utilities.
 - 34. ENCUMBRANCE: A mortgage or other lien or record securing or evidencing indebtedness and affecting land to be subdivided, including liens for labor and materials. Taxes and assessments levied by a public authority are not an encumbrance, except such taxes and assessments as may be delinquent.
 - 35. ENGINEER: A licensed professional engineer registered within the State of Wyoming.
 - 36. FAMILY: Single housekeeping unit consisting of eating, sleeping, and sanitary services which has stable, non-transient living arrangements.
 - 37. FOSTER CARE: A service licensed by the Wyoming Department of Health and providing care for children in a facility or home on a 24 hour-a-day basis. Categories of foster care specified in this ordinance include:
 - a. Foster home: allows for the care of three to six children
 - b. Group Foster home allows for:
 - (1) The care of seven to eleven children.
 - (2) Adult Day Care as licensed by the Wyoming Department of Health
 - (3) Boarding home as licensed by the Wyoming Department of Health
 - (4) Intermediate Care Facility as licensed by the Wyoming Department of Health
 - 38. FRONTAGE: The front part of a single lot or property as determined by the main entrance and street address to the structure or use of the parcel.
 - 39. GAMING COMMISSION: The State of Wyoming Limited Gaming Commission.
 - 40. HEIGHT (STRUCTURE HEIGHT): The vertical dimension measured from the average elevation of the finished lot grade at the front of the structure to the highest point of the structure. This definition does not apply to antennas, chimneys, cupolas, and other appurtenances usually placed above the main roof line and not intended for human occupancy.
 - 41. HOME BUSINESS: An accessory use of a dwelling unit or accessory structure for gainful employment involving the manufacture, provision, or

sale of goods and/or services.

- 42. HOTEL/MOTEL: A structure which provides a common entrance, lobby, hall and stairways, and in which temporary lodging is provided for compensation.
- 43. IMPROVEMENTS: Man-installed physical features such as pavements, curbs, gutters, sidewalks, water mains, sanitary sewers, storm sewers, grading, street signs, structures, landscaping, and other items for the welfare of the property owners and the general public.
- 44. INSTRUMENT: A formal document such as an easement, deed, or contract.
- 45. JUNKYARD: means a place where waste, discarded or salvaged materials are bought, sold, exchanged, baled, packed, disassembled, handled, or stored, including auto wrecking yards, house wrecking yards, used lumber yards and places or yards for storage of salvaged house wrecking and structural material and equipment; but not including places where such uses are conducted entirely within a completely enclosed structure.
- 46. LOT: Land occupied or intended to be occupied by a main structure and its accessory structures, together with such open spaces as are required by this ordinance and having its principal frontage on a public street or officially approved place. A lot is the land shown as a lot on a recorded subdivision plat.
- 47. LOT LINES (DEPTH AND WIDTH): The side of the lot in front of the street used for primary vehicle access is the front lot line. The opposite side is the rear lot line. For lots which are not quadrilateral, lot lines shall be determined from a quadrilateral inscribed within the actual boundaries of the lot. The depth of the lot is the distance between the midpoints of the front lot line and the rear lot line. The width is the distance between midpoints of the side lot lines.
- 48. LOT OF RECORD: A lot platted within a subdivision recorded at the Fremont County Courthouse, or a parcel described by meets and bounds so recorded and of legal size at the time of recording.
- 49. MANUFACTURED HOME: A single prefabricated structure built entirely off site in the factory under a federal building code administered by the US Department of Housing and Urban Development (HUD), June 1976. Manufactured homes are intentionally designed with a permanently attached wheeled chassis to ensure long-term portability and are assigned a VIN (vehicle indentation number) or license plate. Manufactured homes are either single or multi-section and are transported to the site and installed per city Code Section 3.

- 50. MOBILE HOME OR TRAILER HOME: terms used for manufactured homes produced prior to June 15, 1976, when HUD code went into effect.
- 51. MODULAR HOME: prefabricated home constructed off site in one or more sections and then transported and assembled at the property. Modular homes are built to the International Residential Code (IRC) without a HUD certification. After a modular home is placed on a permanent foundation it will not have any separate distinction from “structure” or “dwelling”.
- 52. MANUFACTURED HOME PARK: A parcel or lot meeting all the requirements of the subdivision regulations of the City of Lander, the lots or homes of which are intended to be separately sold, leased or assigned for use by manufactured homes with vehicle identification numbers to create a suitable environment for long term residential occupancy.
- 53. MONUMENTS: An object set in the ground by a Professional Land Surveyor licensed by the State of Wyoming.
- 54. MORTUARY, FUNERAL ESTABLISHMENT, FUNERAL HOME, FUNERAL CHAPEL: Defined by Wyoming State Statutes 33-16-502.
- 55. MOTEL/HOTEL: A structure which provides a common entrance, lobby, hall and stairways, and in which temporary lodging is provided for compensation.
- 56. NON-CONFORMING USE: Any pre-existing structure, object of natural growth, or use of land which is inconsistent with the provisions of this ordinance or an amendment thereto.
- 57. OWNER: Any person having a legal or equitable interest in land.
- 58. PARKING SPACE: An off-street space available for the parking of one motor vehicle having an area of not less than 9’x18’ (162 square feet) exclusive of passageways and driveways appurtenant thereto and having direct access to a street or alley.
- 59. PERMITTED USE: A use enumerated for a zoning district.
- 60. PERSON: An individual, firm, partnership, corporation, company, association, joint stock association, or governmental entity. It includes a trustee, receiver, assignee, or similar representative of any of them.
- 61. PLAT: A map or drawing prepared in accordance with the adopted subdivision regulations and showing the developed plan for the property consisting of lots, tracts, parcels or other units of property.
- 62. PRIMARY SURFACE: A surface longitudinally centered on a runway. When the runway has a specially prepared hard surface, the primary

surface extends 200 feet beyond each end of that runway; but when the runway has no specially prepared hard surface, or planned hard surface, the primary surface ends at each end of that runway. The width of the primary surface of a runway will be that width prescribed in Part 77 of the Federal Aviation Regulations (FAR) for the most precise approach existing or planned for either end of that runway. The elevation of any point on the primary surface is the same as the elevation of the nearest point on the runway centerline.

- 63. PRIVATE ROAD: A privately owned, constructed, and maintained road that may or may not be used by the general public, primarily accessing one or more dwellings or commercial properties.
- 64. PROFESSIONAL STRUCTURE: the office or offices of a member of a recognized profession maintained for the conduct of that profession excluding retail and wholesale trade.
- 65. PUBLIC STREET: Primary access that is publicly dedicated on a plat recorded at the Fremont County Courthouse and has been accepted for maintenance by the City.
- 66. PUBLIC UTILITY: Any person, firm, corporation, municipal department, or board duly authorized to furnish and furnishing under state or municipal regulations to the public electricity, gas, steam, communication, telegraph, transportation or water service.
- 67. PUBLIC WORKS DIRECTOR: The person appointed as the Public Works Director for the City of Lander, Wyoming.
- 68. REPLAT: Any change in lot lines within an already approved and recorded plat and any boundary line adjustments within the City Limits.
- 69. RE-SUBDIVISION: A re-subdivision shall be any change in dimension or alignment of a platted road, addition to the number of lots or addition of un-platted area to an already approved and recorded plat except for the correction of any drafting or surveying errors.
- 70. RIGHT-OF-WAY: A strip of land dedicated for public use.
- 71. RUNWAY: A defined area on an airport prepared for landing and takeoff of aircraft along its length.
- 72. SETBACK: The required distance between every structure and any lot line on the lot on which it is located. The distance is measured from the foundation line to the property line or to lip of the curb if the frontage or side yard is adjacent to a street.
- 73. SETBACK, FRONT: The required distance between the front of every structure and the line separating the street side curb and gutter from the street edge, also known as the "lip"

- 74. SETBACK, SIDE & REAR: The required distance between every structure and any lot line on the lot on which it is located.
- 75. SHORT TERM RENTAL: a dwelling or portion of a dwelling that is rented for a period of fewer than 30 consecutive days. This includes, but is not limited to Airbnb, VRBO and similar short-term vacation and living accommodations.
- 76. STORAGE STRUCTURES, PORTABLE: Any structure, including metal containers, which is so designed and constructed to make it portable and capable of movement from one site to another, is designed to be used without a permanent foundation, designed with the purpose of storing tangible property and not designed for occupancy by person.
- 77. STORAGE STRUCTURES, TEMPORARY: Any transportable structure, including metal containers which are placed on a lot for 90 days or less.
- 78. STREET, COLLECTOR: A public street which collects traffic from local neighborhood streets and carries it to a major street or highway as shown designated on the most recent WYDOT Functional Classification Map.
- 79. STREET, LOCAL: A street which affords primary access to abutting private properties as shown designated on the most recent WYDOT Functional Classification Map.
- 80. STREET, ARTERIAL: A street of considerable continuity and traffic-carrying capacity connecting the various parts of the City as shown designated on the most recent WYDOT Functional Classification Map.
- 81. STRUCTURE: Anything constructed or erected with a fixed location on, above, or below the ground, or attached to something having a fixed location on the ground, including, but without limitation, structures, towers, smokestacks, earth formations, and overhead transmission lines.
- 82. SUBDIVISION: The creation of a lot, tract, parcel or other unit of land for the immediate or future purpose of sale, building development or redevelopment, for residential, recreational, industrial, commercial or public uses.
- 83. TOWER AND ANTENNA, COMMERCIAL COMMUNICATION: Any structure that is designed and constructed primarily for the purpose of supporting one or more antennas. Tower types include but are not limited to guyed commercial communications towers and antennas, wooden poles, lattice commercial communications towers and antennas and monopoles.
- 84. TREE: Any object of natural growth.
- 85. UNDUE HARDSHIP: Special or specified circumstances that partially or

fully exempt a person from performance of a legal obligation so as to avoid an unreasonable or disproportionate burden or obstacle related to topographic or geographical features (Not meant to include high costs to the developer or landowner).

- 86. UTILITY RUNWAY: A runway that is constructed for and intended to be used by propeller driven aircraft of 12,500 pounds maximum gross weight and less.
- 87. VISUAL RUNWAY: A runway intended solely for the operation of aircraft using visual approach procedures with no straight-in instrument approach procedure and no instrument designation indicated on an FAA-approved airport layout plan, a military service's-approved military airport layout plan, or by any planning document submitted to the FAA by competent authority.
- 88. WIRELESS COMMUNICATIONS FACILITY: An unstaffed facility for the transmission and/or reception of radio frequency (RF) signals usually consisting of an equipment shelter or cabinet, a support structure and/or other transmission and reception devices.
- 89. WIRELESS COMMUNICATIONS FACILITY, ATTACHED: A wireless communications facility that is affixed to an existing structure (i.e., an existing structure, tower, water tank, utility pole, etc.). The following terms apply to the facilities:
 - a. Antenna: Any exterior apparatus designed for telephonic, radio or television communications through the sending and/or receiving of electromagnetic waves. Antenna types may be omnidirectional whip antenna, directional panel antenna, and ancillary antenna. This definition shall not include antennas used in the reception of television services by consumers.
 - b. Co-location: The use of a single support structure and/or site by more than one wireless communications provider.
 - c. Equipment Enclosure: A small structure, shelter, cabinet, or vault used to house and protect the electronic equipment necessary for processing wireless communications signals. Associated equipment may include air conditioning and emergency generators.
 - d. Guyed Towers: A telecommunications tower that is supported, in whole or in part, by guy wires and ground anchors.
 - e. Public Utility Facilities: Facilities for the transmission, distribution, or collection of electric, telephone, telegraph, cable television, natural gas, water and sewer utility services and the transportation of people.

f. Related Equipment: All equipment ancillary to the transmission and reception of voice and data via radio frequencies. Such equipment may include, but is not limited to, cable, conduit, and connectors.

90. YARD; The ground area between any lot line and the structure.

HISTORY

Adopted by Ord. [2022-1](#) on 7/12/2022

4-2-2 Application

- A. After the effective date of these regulations, no land shall be used or occupied and no structure shall be erected, altered, used or occupied except in conformance with the provisions of these regulations.
- B. These regulations shall apply to all private lands within the corporate limits of the City of Lander, Wyoming, as they may from time to time be amended, and to all public lands within the same area that are legally subject to these provisions.
- C. The existence of restrictive covenants or agreements shall not be a substitute for these zoning regulations.
- D. When higher or more restrictive standards are established by the provisions of any other applicable statute, ordinance or regulations, the provision of such other statutes, ordinance or regulations shall apply.
- E. No person, firm or corporation and no officer or employee thereof shall knowingly sell, rent, or lease or offer to sell, rent or lease any land or structure for any use of purpose contrary to the provisions of this ordinance.

4-3-1 District Classifications

In order to effectively carry out the provisions of these regulations the lands within the corporate limits of the City of Lander shall be divided into the following zoning districts:

- A. A - Agricultural District;
- B. R-1 Single Family Residential District;
- C. R-2 Single Family and Multi-Family Residential District;
- D. R-3 Single Family and Multi-Family Residential District;
- E. R-5 Multi-Family Residential District;
- F. R-MED - Single Family, Multi-Family Residential and Medical Services District;
- G. C - General Commercial District;

- H. M-I Manufacturing and Light Industrial District;
- I. PL Public Lands District.

4-3-2 District Zoning Map

- A. The boundaries of these Zoning Districts are hereby established as shown on a map entitled "District Zoning Map, Lander, Wyoming." This map, and all official amendments thereto, are hereby declared to be part of this ordinance.
- B. The City Clerk shall maintain the District Zoning Map to accurately represent the zoning district and classifications created by ordinance. The map shall constitute prima facie evidence of district boundaries.
- C. Unless otherwise defined, district boundary lines are intended to be lot lines; the center line of streets, alleys, channelized waterways or other similar rights-of-ways; the center line of blocks; section or township lines; municipal corporate lines; the center line of streambeds or other line dimensions or drawn to scale on the District Zoning Map.
- D. It is the intent of this ordinance that all lands lying within the corporate boundaries shall be within one of the enumerated zoning districts. If any such land is determined not to be within one of the enumerated districts for whatever reason or cause, then no permits shall be issued for the use of the land or for the erection or alteration of any structures on the land until the area has been examined by the City Council and zoning classification has been established within a reasonable period of time.
- E. All territory which shall hereafter be annexed to the City of Lander shall be in one of the defined Districts unless otherwise designated by the City Council, as a part of the annexation and zoning process. Such a zone district classification, once established, may be amended pursuant to the procedures established by this ordinance.

4-4-1 Administering And Enforcement Agency

Except where otherwise provided, the City of Lander shall be responsible for the general interpretation, enforcement and implementation of this Title 4 and shall have the power to issue orders and file complaints to effect such enforcement. It shall be the responsibility of the City of Lander to issue a Certificate of Zoning Compliance to all pre-existing, legal, nonconforming uses, structures and lots stating the date upon which such was established or acquired, and to prepare an inventory and map of the same.

4-4-2 Violations And Remedies

- A. No person shall locate, erect, construct, reconstruct, enlarge, change, maintain, or use any structure or use any land in violation of this ordinance.

- B. The City of Lander shall order in writing the remediation of any violation. Such order shall state the nature of the violation, the ordinance provision violated, and the time by which the violation must be corrected. After any such order has been served, no work shall proceed on any structure or tract of land covered by such an order except to correct such violation or to comply with the order.
- C. This ordinance shall be enforceable, in addition to the other remedies provided by law, by injunction, mandamus, or proceedings in abatement. Appeals from judgments rendered in any action instituted to enforce this ordinance shall be permitted and shall be in accordance with the general appeal provisions of Wyoming Rules of Civil Procedure.
- D. Persons or corporations convicted of violations of this ordinance shall be fined in accordance with the City of Lander Municipal Bond Schedule for each offense. Each day of a continuing violation of this Title shall be deemed a separate offense.

HISTORY

Amended by Ord. [1193](#) on 11/15/2015

4-4-3 Appeals

- A. Any order or decision of the City of Lander may be appealed to the Board of Adjustment by any person or agency affected by any such order or decision. Any such appeal shall be filed within 30 days from the date of the action appealed from by filing a written notice of appeal specifying the grounds for the appeal with the City of Lander. Forms shall be provided for this purpose by the City of Lander. Upon receipt of a notice of appeal, the City of Lander shall transmit to the Board of Adjustment the notice of appeal and all of the original documents, or true copies thereof, constituting the record upon which the action being appealed from was filed.
- B. An appeal shall stay all proceedings in furtherance of the action appealed from, unless the City of Lander certifies to the Board of Adjustment after notice of appeal has been filed that by reason of facts stated in the certificate a stay would cause imminent peril to life or property. The Board of Adjustment after receipt of the certificate and after a public hearing may allow the original order or decision to stand or the Board of Adjustment may stay the original order or decision appealed. If the Board reaffirms the order or decision of the City of Lander, proceedings shall not be stayed except by a restraining order which may be granted by a court of record after giving due notice to the City of Lander.

HISTORY

Amended by Ord. [1152](#) on 1/13/2009

4-5-1 Board Of Adjustment

A Board of Adjustment consisting of the Lander Planning Commission is hereby created in accordance with W.S. 15-1-605. The Board of Adjustment shall adopt rules and regulations necessary to the conduct of its function which are consistent with the ordinance and state law. A copy of such rules shall be kept on file by the City Clerk for public inspection.

HISTORY

Repealed & Reenacted by Ord. [1078](#) on 1/27/2004

4-5-2 Board Of Adjustment - Powers And Jurisdiction

Wyoming State Statute 15-1-608 are hereby adopted by reference.

HISTORY

Amended by Ord. [1152](#) on 1/13/2009

Amended by Ord. [1234](#) on 3/10/2020

4-5-3 Board Of Adjustment - Variances

HISTORY

Repealed by Ord. [1234](#) on 3/10/2020

4-5-4 Rules For Proceeding Before The Board Of Adjustment And Variances

- A. Appeals to the Board of Adjustment may be filed by any person aggrieved by any officer, department or agency of the City affected by any decision of the City of Lander. Such appeal shall be made in writing on forms provided by the City of Lander and shall be filed within 30 days from the date of the action appealed from.
- B. Decisions of the Board of Adjustment in regard to appeals from an order or decision of any agency or official or in regard to variances from the provisions of the zoning ordinance shall be reached only after a public hearing. The Board shall fix a reasonable time and place for the hearing and shall proceed in accordance with the following rules:
 - 1. Public notice shall be given of all hearings. Public notice shall consist of one publication of a notice by the City in a newspaper of general circulation at least 15 days prior to the hearing and a public notice mailed to the property owners within 400 feet of the premises. The newspaper notice shall identify the applicant, shall briefly state the nature of the appeal or the variance sought and shall give the date, time and place of the hearing. All hearings shall be open to the public.
 - 2. At any public hearing, any interested party may appear in person or be represented by an agent or attorney and, after being duly sworn, may offer evidence and testimony and cross examine witnesses.
 - 3. All witnesses shall be sworn or shall affirm their testimony in the manner

required in courts of record.

4. All testimony and evidence shall be presented publicly.
5. The Board shall keep a record of the proceedings for each matter heard which shall be kept on file and copies made available to any party at cost. The record of proceedings may include documents and physical evidence considered in the case.
6. The Board shall render a written decision on each case heard within 30 days of the hearing. Each decision must be accompanied by reasons therefore, and based on findings of fact. The record shall show the grounds for each decision and the vote of each member upon each question. The record of proceedings shall be public record. In addition to this record of proceedings, the Board shall cause a description of each variance granted, to be filed with the title of the affected property. The description shall include the nature of the variance, any time limitations and any special conditions imposed by the Board.

HISTORY

Amended by Ord. [1152](#) on 1/13/2009

4-6-1 Conditional Uses

- A. Conditional uses are those that would not be appropriate in the designated area unless controlled as to number, area, and location, or other condition, and included in the list of allowed conditional uses as provided by this ordinance. Application for a conditional use permit shall be made to the Board of Adjustment and shall include any information the Board may require as set forth in their adopted rules and procedures. The conditional use application is found from this [list](#).
- B. Public notice shall be given of all hearings. Public notice shall consist of one publication of a notice by the City in a newspaper of general circulation at least 15 days prior to the hearing and a public notice mailed to the property owners within 400 feet of the premises.
- C. The conditional use permit shall be granted only if after the hearing, the Board finds that the use will be compatible with the character of the area and will not adversely affect the public interest.
- D. The Board may subject conditional use permits to such conditions as it may deem necessary to preserve and protect the character of the area and the safety of the public. The subsequent violation of any condition shall be deemed a violation of this ordinance as well as grounds for revocation of the permit.
- E. If the petition protesting the proposed use and signed by 40% or more of the property owners within 400 feet of the premises is presented to the Board before

a decision is reached, then the permit shall not be granted without the affirmative vote of three-fourths of all the Board members or the unanimous vote of those attending the hearing.

HISTORY

Amended by Ord. [1152](#) on 1/13/2009

4-7-1 City Planning Commission - Creation

- A. A Planning Commission for the City of Lander of seven members is established in accordance with Wyoming Statutes Section 15-1-502 (1977) as the same now exists or may hereafter be amended. Members shall be representative of different business and appointed without respect to political affiliation by the Mayor, with the advice and consent of the Council. The term of each member shall be three years.
- B. The Planning Commission shall adopt rules and regulations necessary to the conduct of its functions which are consistent with this ordinance and state law. Such rules and regulations shall be subject to approval by the Council and a copy of the same shall be kept on file by the City Clerk for public inspection.

HISTORY

Amended by Ord. [1152](#) on 1/13/2009

Amended by Ord. [1178](#) on 2/26/2013

4-7-2 Planning Commission - Powers And Jurisdiction

The Planning Commission has the following powers and jurisdiction:

- A. To hear and make recommendations to the City Council on rezoning applications insuring that the application is consistent with the adopted Master Plan.
- B. To hear and make recommendations to the City Council on proposed changes to the language of this ordinance.
- C. To review and recommend to the City Council approval or denial of subdivision plats, both those of which that are within the corporate limits of the City as well as those that are within one mile of said corporate limits.
- D. To review and recommend to the City Council approval or denial of annexation requests.
- E. To review and if in compliance, approve Development Plans and Planned Unit Developments.
- F. To review and recommend to the City Council approval or denial of requests for water and/or sewer outside City limits.

HISTORY
Amended by Ord. [1152](#) on 1/13/2009

4-8-1 Amendment Procedures - Statement Of Policy

It is the intent of the City of Lander that these regulations, which include this ordinance and the District Zoning Map, have been established for the purpose of promoting sound and desirable development and for maintaining stable land use patterns. In harmony with this purpose, the ordinance and map shall not be amended except to (1) correct an obvious error or oversight in the regulations, or (2) to recognize the promotion of the public health, safety and general welfare. In conformity with this statement of policy, the City Council and the City of Lander may initiate amendments, or any person, firm or corporation may initiate amendments in the manner hereinafter set forth.

4-8-2 Amendment - Type And How Made

Amendments shall be of two types:

- A. language amendments which seek to change the wording of the zoning ordinance; and
- B. map amendments which seek to change the district boundary lines on the District Zoning Map.

4-8-3 Amendments - Applications

Applications for amendments of either type shall be made to the City of Lander. The application shall include among other things:

- A. the name and address of the applicant;
- B. the applicant's interest in the application, i.e., whether owner of land or structure affected, or agent;
- C. the name and address of any other interested parties such as owner or developer;
- D. the nature and effect of the proposed amendments; and
- E. a statement of the legal basis for such an amendment whether to correct an error or to recognize changing conditions.

4-8-4 Amendments - Zoning Map

Amendments to the District Zoning Map shall, in addition, include:

- A. a legal description and a map of the area sought to be rezoned. The map shall show the relationship of the property to abutting properties;

- B. the existing zoning district designation and the proposed district designation; and
- C. the names and addresses of all owners of land within the area proposed for rezoning and within 400 feet of the outer limits of the area proposed for rezoning.

HISTORY

Amended by Ord. [1152](#) on 1/13/2009

4-8-5 Public Hearing

- A. The City Council shall hold a public hearing on all amendments to this ordinance and to the District Zoning Map at which all interested parties shall have an opportunity to be heard. Notice of the time and place of the public hearing and the nature of the amendments sought shall be given by one publication in a newspaper of general circulation in the City at least 15 days before the date of such hearing and a public notice mailed to the property owners within 400 feet of the premises. After the public hearing which also constitutes the first reading of the amendment, the City Council shall conduct two additional readings of the amendment when the Council is able to take action, provided the proposed amendment receives an affirmative vote.
- B. Prior to the advertised public hearing before the City Council, the Planning Commission shall review any proposed amendments to this ordinance or to the District Zoning Map and after due deliberation, shall certify its findings and recommendations to the City Council in writing.
- C. No zoning amendments shall be considered by the Council until after the Planning Commission has reviewed it and the Commission has forwarded its findings and the recommendations to the Council. In its deliberations on zoning matters before it, the Council shall take into consideration any evidence and material available to it, comments of public agencies and the findings and recommendations of the Planning Commission. No zoning change shall be put into effect unless a majority of the Council votes in favor of its adoption.
- D. In the event of a protest to a proposed amendment to the District Zoning Map duly signed and acknowledged by the owners of 40% or more of the area of the lots included within the proposed change, or those immediately adjacent within a distance of 400 feet, the amendment shall not become effective except by the affirmative vote of the majority of those present.
- E. All protests to a proposed amendment to the District Zoning Map, or any withdrawals from such a protest, shall be filed with the City of Lander at least 24 hours before the time set by notice for the Council meeting at which the proposed amendment will be considered.

HISTORY

Amended by Ord. [1152](#) on 1/13/2009

4-8-6 Amendments - Limitations On Filing

No application for the change of a zoning district classification shall be made by a property owner or his agent for any land area which has been the subject of a public hearing conducted by the City Council within the immediately preceding 12 month period and which hearing resulted in a rejection of the proposed zoning. This limitation shall not apply to land for which a different zoning classification is sought than the one rejected by the Council.

4-9-1 Subdivision And Land Use Regulations Of The City Of Lander, Wyoming

A. **PURPOSE** - These regulations have been promulgated and adopted with the following purposes in mind:

1. To ensure orderly development in conformance with a duly adopted Master Plan.
2. To protect the public health, safety and general welfare of present and future residents of the City of Lander, Wyoming.
3. To establish standards and procedures for the protection of the common interests of the general public, the landowner and the developer.
4. To protect the character and value of lands and buildings throughout the City of Lander and minimize conflicts among the uses of land and buildings.
5. To provide for safe and adequate transportation systems, utilities and other public facilities.
6. To establish adequate and accurate records of land subdivision.
7. To encourage the use of innovative land planning and urban design techniques.

HISTORY

Amended by Ord. [1234](#) on 3/10/2020

4-9-2 Application And Exemptions

A. **Application:** These regulations shall apply to:

1. All of the lands within the boundaries of the City of Lander, Wyoming as they shall from time to time be amended.
2. Any proposed division of real property within the City limits of Lander must comply with Section 4-11-2 of the Lander City Codes with

application and approval by the Planning Commission. No person shall subdivide any lot or tract of land without first applying for a subdivision, obtaining a recommendation from the Lander Planning Commission and approval of the City Council.

- 3. None of the provisions of these regulations shall be construed to require replatting in any case in which subdivision plats have been made and legally recorded pursuant to any regulations previously in force; and all plats heretofore filed for record and not subsequently vacated are hereby declared valid, notwithstanding the fact that the procedures or the manner and form of acknowledgement may have been different than those prescribed by these regulations. However, if any such subdivision has never been or has partially been improved with paved streets, curb, gutter, sidewalks and proper utility lines, no building permit will be issued for those lots within such subdivision or part thereof that does not have direct access to said improvements until those public improvements have been installed according to the adopted City of Lander Engineering Standards and Specifications Manual - Most Recent Edition. The financial responsibility for installing those improvements rests with the owner(s) of record of that/those lot(s). The owner(s) that must have those public improvements installed shall make application to the City for the establishment of a Public Improvement District as provided under Chapter 15, Title 6, Wyoming State Statutes (1977), as amended, with said District being of sufficient size to encompass the entire subdivision or a portion thereof as determined by the City Engineer/Public Works Director.

B. Exemptions:

- 1. These regulations shall not apply to:
 - a. The subdivision of land for and creation and/or the sale of cemetery lots.
 - b. The sale of land to the State of Wyoming, U.S. Government or any political subdivision thereof.
 - c. A lot, tract, or parcel of land 35 acres or more in size.

C. Subdivisions within one (1) mile of City Limits:

- 1. All Planned Subdivisions within one (1) mile of the City Limits shall be reviewed by the Planning Commission and Certified by the City Council. The Plat shall be reviewed to ensure it:
 - a. Conforms to any adopted street plan of the city, town or county;
 - b. Contains all areas for streets, roads and alleys that are dedicated

- rights-of-way;
 - c. Contains dedicated easements for all existing and proposed utilities; and
 - d. Contains any additional criteria the governing body of the city or town and the board of county commissioners agree to through a jointly adopted plan or voluntary agreement.
2. When executed, acknowledged and approved as provided in this section, the plat shall be filed and recorded in the office of the clerk of the proper county.

HISTORY

Amended by Ord. [1152](#) on 1/13/2009

Amended by Ord. [1234](#) on 3/10/2020

4-9-3 Administration And Enforcement

A. Administration

1. These regulations shall be administered by the City of Lander City Hall Administration.
2. All plats submitted to the City Council of the City of Lander shall first have been examined by the City Engineer/Public Works Director and the Planning Commission in accordance with the procedures established by this ordinance. As a part of their examination, the Staff and the Commission may consult with other public or private agencies to determine whether or not the plat as proposed will contribute to the orderly growth and development of the City. The City Hall Administration shall receive all materials required to be submitted by these regulations.

Preliminary and final subdivision plats, supporting materials and any Department's recommendations thereon shall be reviewed and evaluated by the Planning Commission. After concluding its examination, the Planning Commission shall, in the case of Preliminary Plats, notify the developer of its decision in writing, and in the case of Final Plats communicate its findings and recommendations to the City Council in writing. The actions of the City Administration, the Commission and the Council shall be governed by the procedures and schedules hereinafter set forth.

3. The City shall not extend utilities and services and shall not approve any proposed subdivision of land which by itself or as a part of a larger tract, is contiguous to or completely surrounded by the boundaries of the City unless the Preliminary Plat submitted to the Planning Commission is

accompanied by a properly acknowledged petition for annexation to the City and a separate application for proper zoning.

- 4. The City Administration shall review both the annexation petition and the Preliminary Plat for accuracy and completeness and shall process the plats as if the land were already a part of the City. The required plats and the annexation petition may be considered by the City simultaneously; however, final action by the City Council on the annexation petition and zoning shall precede or be taken concurrently with final action on the Final Plat.

B. Appeals

- 1. Any developer or landowner aggrieved by the action of the Planning Commission or the administrative staff of the City of Lander in their administration of these regulations, may request a hearing before the City Council. The request shall be in writing, shall be submitted to the City Administration within thirty (30) days of the receipt of such a request, the City Council shall hold a hearing to determine the proper disposition of the matter. At the hearing, the Council shall consider not only the developer's/landowner's appeal, but also the written or verbal comments of the Commission, agency or person appealed from. The Council shall either reaffirm or modify the decision of the Commission, agency or person and note the decision in the record of its hearing. The developer or landowner may then proceed with the subdivision of the land based upon this decision of the Council. This decision shall be binding upon all agencies and administrative personnel of the City of Lander.

C. Variances

- 1. WY Statute 15-1-608

D. Vacations

- 1. Any plat may be vacated by the owners or proprietors thereof at any time before sale of any lots, or before the City has made substantial improvements in the subdivision, by submitting a copy of the plat to the Planning Commission along with a written request for the vacation. In cases where lots have been sold, the written request shall be by all of the owners of lots within the plat. The Planning Commission shall make a recommendation on the vacation to the City Council and the Council shall approve or disapprove the vacation. The recording of an instrument vacating the plat shall operate to destroy the force and effect of the recording of the original plat and to divest all public rights in the streets, alleys, common and public grounds laid out or described in such a plat.
- 2. Streets and alleys platted and laid out under the provisions of these

regulations or laid out under any prior law of the State of Wyoming regulating private plats may be altered or vacated in the manner provided by law for the alteration or discontinuance of highways.

3. Any part of a plat may be vacated under the provisions, and subject to the conditions of Vacations of these regulations, provided such vacating does not abridge or destroy any of the rights and privileges of other proprietors in said plat and provided, further, that nothing contained in this section shall authorize the closing or obstruction of any public highways laid out according to law. The request for vacation shall be made by all of the owners of lots within that portion of the overall plat sought to be vacated.
4. When any part of a plat shall be vacated as aforesaid, streets, alleys and other public grounds shall be assigned to all lots or parcels adjacent to the public area being vacated in equal proportions.
5. The County Clerk shall write in plain, legible letters across that part of said 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.
6. Land covered by a vacated plat may be replatted as described by these regulations. Any later replatting of an area already platted and not vacated shall be construed to be a request for the vacation of the original plat or portion thereof. Any such plat, once approved and recorded, shall act to vacate the original plat which it replaces.

E. Administrative Liability

1. The City shall hold harmless the other city agencies and officials and their official agents and representatives, when acting in good faith and without malice, from all personal liability for any damage that may accrue to any person or property as a result of any act required by these regulations, or for the omission of any act on the part of the Commission, agency or official or their authorized agents in the discharge of their duties hereunder. Any suit brought against the City or the City Administration because of any such act or omission in the carrying out of the provisions of these regulations shall be defended by the City's legal department through final determination of such proceedings.

HISTORY
Amended by Ord. [1234](#) on 3/10/2020

- [4-9-4 Procedures And Requirements For Platting](#)**
- [4-9-4.1 Pre-Application](#)
- [4-9-4.2 Preliminary Plat](#)

[4-9-4.3 Final Plat](#)

4-9-4.1 Pre-Application

- A. Prior to the submission of a Preliminary Plat as required by these regulations, the developer shall contact the City Administration, the City Engineer/Public Works Director and any other administrative personnel or public or private agencies to determine:
 - 1. Procedures and requirements for filing the preliminary and final plats.
 - 2. Availability of public water and sewer and requirements when public systems are not readily available.
 - 3. Zoning requirements on the property.
 - 4. Transportation Plan, land use, schools, parks and other public open space as directed in the most recently adopted Master Plan.
 - 5. The location and extent of any floodplains as shown by maps located at: FEMA's National Flood Hazard Layer or the City Building Department.
 - 6. Soil types and problems on the property as shown on available soil survey maps prepared by the Natural Resources Conservation Service or a professional engineer.

- B. As part of this contract, the developer may discuss with the City Administration or any other appropriate agency his tentative proposals for the development of the property.

- C. The developer may request that the Planning Commission review and comment on a draft plat prior to his preparation of a Preliminary Plat. The Planning Commission shall make such a review and make their comments known to the developer in writing within five (5) business days from the date of the review.

- D. The purpose of this pre-application procedure is to determine any problems with the proposed development before expenses are incurred in the preparation of a Preliminary plat. No official action is required of the City Administration or other agencies other than to offer appropriate comments on the proposal.

HISTORY
Amended by Ord. [1234](#) on 3/10/2020

4-9-4.2 Preliminary Plat

- A. Preliminary Plats shall be submitted in an acceptable electronic format as designated by the City Administration. The Preliminary Plat shall consist of a drawing or drawings and accompanying material and information prescribed by these regulations.

B. The Preliminary Plat drawing(s) shall be prepared at a scale of 1" =100' or larger for subdivisions where the majority of lots are less than five (5) acres in size. The scale may be reduced to 1" =200' for subdivisions in which the minimum lot size is five (5) acres or more. The face of the drawing shall contain the following information:

1. The name of the subdivision shall not duplicate or too closely resemble the name of any subdivision previously filed in the County.
2. Date of preparation, scale and north arrow.
3. A vicinity map drawn at a scale of 1" = 1,000' or 1" = 2,000' showing the location of the proposed subdivision in the City and its relationship to surrounding development.
4. The names address and phone numbers of the developer or developer, and the individual or firm responsible for the preparation of the Preliminary Plat.
5. A legal description of the subdivision boundary.
6. The boundary lines of the subdivision in a heavy, solid line and referenced to section or quarter section lines.
7. A description of all monuments, both found and set, which mark the boundary of the subdivision, and a description of all control monuments used in the survey.
8. Existing contours at a suitable interval may be required by the City Engineer.
9. General location and extent of any significant natural features such as wooded areas, streams, drainageways, or lakes.
10. Floodplains of designated streams as delineated on maps available through FEMA's National Flood Hazard Layer or on file with the Building Department.
11. Location, dimensions, and names of existing roads, streets, alleys, rights-of-ways and structures within and within twenty (20) feet immediately adjacent showing how they relate to the proposed subdivision layout.
12. Location, size, and grades of existing sewers, water mains, gas lines, pipelines or other underground utilities or installations within the proposed subdivision or immediately adjacent thereto.
13. Location and dimensions of all easements of record.
14. Existing zoning and land use of proposed subdivision and immediately adjacent areas.

15. Location and width of proposed streets, alleys, pedestrian ways and easements.
16. Layout, numbers and approximate dimensions of proposed lots and blocks.
17. Location, dimension and size in acres of all sites proposed to be used for commercial, industrial, multi-family residential, public or quasi-public use with the use noted.
18. A summary of the total number of acres, number of lots, acreage of commercial or industrial areas, acreage of open space, amount of land in rights-of-way and other descriptive material useful in reviewing the proposed subdivision.

C. The following information and material shall be a part of any Preliminary Plat submittal and shall accompany the Preliminary Plat drawing:

1. Payment of the total amount of the Preliminary Plat fee.
2. A statement explaining how and when the developer proposes to install water, sewer, paving, sidewalks, drainageways, and other required improvements.
3. A statement describing the development and maintenance responsibility for any private streets, ways or open spaces.
4. The recommendation of a qualified professional engineer or the affected Natural Resource Conservation District regarding soil suitability, including corrosion hazard, erosion control, sedimentation and flooding problems.
5. A description of the phasing and scheduling of phases for the development if the Final Plat is to be submitted in separate phases.
6. A petition for annexation to the City of Lander if the land to be subdivided is contiguous to and, either by itself or as part of a larger tract, is completely surrounded by the boundaries of the city.
7. An application for appropriate City zoning for the subdivided area if the area is to be annexed or if the existing zoning district does not allow the type of use proposed.
8. The names and addresses of all owners of subdivided lots and unplatted land contiguous and immediately adjacent to the boundary of the proposed subdivision will be provided by the developer.
9. A subdivision application on the standard forms provided.
10. A completed Preliminary Plat checklist on the standard forms provided.
11. Information as to appurtenant water rights, including but not limited to

quantity, source and applicable documents.

D. After receipt of the Preliminary Plat and all required supporting material, City Administration/Staff shall schedule the Plat for consideration at the next regular business meeting of the Planning Commission.

1. The following is the full explanation of the process:

a. After receipt of the Preliminary Plat and all required supporting material, City Administration/Staff shall schedule the plat for consideration at the next regular business meeting of the Planning Commission which shall be at least within AT LEAST twenty-one (21) days from the date on which the Plat was submitted, and shall, within three (3) days transmit copies to appropriate agencies and officials for their review and comment.

b. At a minimum, copies of the plat shall be referred to:

- (1) The City Engineer/Public Works Director
- (2) The City Building Inspector
- (3) Any utility or special district
- (4) City Parks and Recreation Commission
- (5) The City Fire Department

E. Agencies receiving referral copies of the Preliminary Plat should return written comments on the Plat to the City Administration within fourteen (14) days after receipt of the Plat. Agencies may also present comments on the Plat at the Planning Commission meeting at which the Plat is considered.

F. Upon receipt of all agency comments, or at the end of the fourteen (14) day period, the City Administration will summarize the agency comments, add written comments and recommendations from the City Administration itself, and present the material and recommendations to the Planning Commission for its consideration.

G. At least seven (7) days prior to the date of the Planning Commission meeting at which the Plat is to be considered, the City Administration shall, from information provided by the developer as a part of his Preliminary Plat submittal, notify the owners of subdivided lots and owners of un-platted land contiguous and immediately adjacent to the boundaries of the proposed subdivision of the time and date of the meeting.

H. The developer and all other interested or affected parties shall be allowed to offer comments on the Preliminary Plat at the Planning Commission meeting.

After due deliberation, the Planning Commission shall either approve or disapprove the Preliminary Plat and so notify the developer in writing within ten (10) business days after the date of the meeting at which final action was taken. The Planning Commission may attach conditions to its approval. If the Plat is disapproved, the Planning Commission shall specify conditions under which the Plat may gain approval.

- I. If the developer contends that conditions of approval attached by the Planning Commission are of such a nature as to make development of his land impractical or if the developer contends that disapproval of his Preliminary Plat by the Planning Commission was a wrongful decision, he may, in writing, request a hearing before the City Council and proceed according to the provisions of 4-9-3 B of these regulations.
- J. Approval of the Preliminary Plat either by the Planning Commission, or upon appeal, by the City Council shall be effective for twelve (12) consecutive calendar months from the date of approval. The developer may apply in writing for and the Planning Commission may, for cause shown, grant a six (6) month extension to the twelve month period. If a Final Plat has not been submitted within this specified period on all or a portion of the land area included in the Preliminary Plat, a Preliminary Plat must be again submitted for approval. In a phased development, any land area for which a Preliminary Plat has been approved and for which a Final Plat has not been submitted within thirty-six (36) months from the date of the approval of the Preliminary Plat, shall not be allowed to proceed with final platting until a new Preliminary Plat is submitted and approved.

HISTORY

Amended by Ord. [1234](#) on 3/10/2020

4-9-4.3 Final Plat

- A. After approval of the Preliminary Plat, the Final Plat may be prepared and submitted. The Final Plat shall be prepared and certified as to its accuracy by a registered land surveyor licensed to do such work in the State of Wyoming. The Final Plat and required supporting material shall conform to the City of Lander Standards and Specifications.
- B. Final platting may be accomplished in stages covering reasonable portions of the area of an approved Preliminary Plat. When this is done, each sheet of the Final Plat shall contain a vicinity map showing the location of the portion being submitted in relationship to the area for which the Preliminary Plat was submitted. All Final Plats so submitted shall be of the same scale; shall have identical titles, legends and other information; and shall have match lines so that mosaics of the entire subdivision can be developed. Each stage of the subdivision shall be as nearly self-sustaining and complete as possible, and shall by itself, or in conjunction with previous stages, meet the design standards

set forth in these regulations so that if development of the entire subdivision is interrupted or discontinued after one or more stages is completed, a viable development will result. Plats of a phased subdivision may be submitted together for concurrent review by the Planning Commission. If submitted for concurrent review, the plats shall be assessed a single Final Plat fee and shall require a single set of supporting documentation covering all phases.

- C. The Final Plat shall be clearly and legibly drawn in black, waterproof India ink on tracing linen, mylar or some similar stable base material. Required affidavits, certificates and acknowledgements shall be legibly printed on the Plat in opaque ink. The sheet size of all Final Plats shall be 24" high by 36" wide. Information on the Plat shall be so positioned that a 1-1/2" margin remains on the left side of the sheet and a 1/2" margin is left on the three remaining sides. The scale of the Final Plat shall be 1"=100' or larger. The scale may be reduced to 1"=200' for subdivisions in which the minimum lot size is (5) acres or more. Each sheet of the Final Plat shall be numbered and the total number of sheets comprising the plat shall be stated on each sheet (for example: Sheet 2 of 4). The relationship of one sheet to the other shall be shown by key maps and by match lines.
- D. An electronic copy of all required supporting material shall be submitted to the City Administration at least fourteen (14) days prior to the Planning Commission meeting at which the Final Plat is to be considered.
- E. The submitted Final Plat shall contain the notarized signatures of the owner or owners, or others with an equitable interest in the land, and the signature of the registered land surveyor.
- F. All final plats shall include the following information on the face of the plat.
 - 1. The name of the subdivision at the top center of each sheet.
 - 2. General location of the subdivision by section, township, range, county, and state, entered under the name of the subdivision.
 - 3. North arrow, date and scale.
 - 4. Boundary lines of the subdivision in a heavy solid line.
 - 5. Legal description of the subdivision boundary based on an accurate traverse, giving angles and linear dimensions that result in a maximum allowable error of closure of one part in 10,000.
 - 6. The location and description of the point of beginning and its proper reference to the monumented boundary survey.
 - 7. Location and description of all monuments.
 - 8. Bearings, distances, and curve data of all perimeter boundary lines indicated outside of the boundary lines.

9. On curved boundaries and on all curves within the Plat, sufficient data to allow the reestablishment of the curves within the Plat, sufficient data to allow the reestablishment of the curves on the ground.
10. The location and layout of lots, blocks, tracts, streets, alleys, easements and other public grounds within and immediately adjoining the Plat, with accurate dimensions in feet and one-hundredths of feet, interior angles, length of radii and/or arcs of all curves.
11. Drainage easements clearly labeled as such.
12. The names of all streets.
13. All lots and blocks logically and consecutively numbered in the center of the lot or block.
14. All dimensions shown on irregularly shaped lots.
15. Parcels completely or partially surrounded by the area being subdivided shall be clearly marked "EXCEPTED", and the common boundary with the subdivision shown in a heavy solid line with bearings and distances.
16. A notation of the total acreage of the subdivision and the total number of lots.
17. The boundary of any floodplain shall be shown on the plat.
18. A notarized certificate by all parties having any titled interest in or upon the land, consenting to the recording of the Plat and dedicating public ways, grounds and easements.

The certificate shall read:

Know all men by these present that the undersigned (Official name of the developer), being the owner, proprietor, or parties of interest in the land shown on this plat, do hereby certify:

That the foregoing plat designated as (Name of subdivision or addition), is located in (Section, Township, Range, City, County, State), and is more particularly described as follows: (Insert full legal description) and contains an area of _____ acres, more or less, and

That this subdivision, as it is described and as it appears on this plat, is made with the free consent and in accordance with the desires of the undersigned owner(s) and proprietor(s), and that this is a correct plat of the area as it is divided into lots, blocks, streets and easements, and

That the undersigned owner(s) of the land shown and described on this plat does (do) hereby dedicate to the City of Lander, and its licensees for

perpetual public use all streets, alleys, easements and other public lands within the boundary lines of the plat as indicated and not already otherwise dedicated for public use.

Utility easements as designated on this plat are hereby dedicated to the City of Lander and its licensees for perpetual public use for the purpose of installing, repairing, re-installing, replacing and maintaining sewers, waterlines, gas lines, electric lines, telephone lines, cable television lines and other forms and types of public utilities now or hereafter generally utilized by the public.

On plats containing drainage easements add:

Drainage easements as designated on this plat are hereby dedicated to the City of Lander and its licensees for public use to accommodate the flow or storage of storm waters and shall be kept free of all structures or other impediments.

Individuals, where applicable, should add:

All rights under and by virtue of the homestead exemption laws of the State of Wyoming is hereby waived and released.

Executed this ____ day of _____ A.D., 2 ____,

by:
(Designation of interest: owner, mortgagee, etc.)

STATE OF WYOMING)
) ss.
FREMONT COUNTY)

The foregoing instrument was acknowledged before me this ____ day of _____ A.D., 2 __ by as a free and voluntary act and deed.

Witness my hand and official seal.

My commission expires _____.

_____ Notary Public

Certificate of a registered land surveyor as follows:

I, _____ 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 (Subdivision Name) 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 Lander regulations governing the subdivision of land.

Registered Land Surveyor

Certificate of review of the City Engineer/Public Works Director as follows:

Data on this plat reviewed this _____ day of _____, 2____, by the City Engineer/Public Works Director of Lander, Wyoming.

City Engineer/Public Works Director

Certificate of approval by the City of Lander Planning Commission as follows:

This plat approved by the City of Lander Planning Commission this _____ day of _____ A.D., 2____ .

Chairman

Secretary

Certificate of acceptance and approval by the City Council of the City of Lander as follows:

Approved by the City Council of the City of Lander, Wyoming this _____ day of _____ A.D., 2____ .

Mayor

City Clerk

Certificate for recording by the County Clerk and Recorder as follows:

This plat was filed for record in the Office of the Clerk and Recorder at _____ o'clock .__ m.,

2__ , and is duly recorded in Plat Cabinet _____ , Page no. _____ Document.

County Clerk and Recorder/Deputy Clerk

- G. The Final Plat shall be accompanied by the total amount of the Final Plat fee.
- H. After receipt of the Final Plat, the City Administration shall review the submittal for completeness and for conformance with the approved Preliminary Plat. The City Administration may refer copies of the Final Plat to and seek comment from other officials and agencies. Any such comments should be made known to the City Administration within fourteen (21) days after the date of submittal of the Final Plat.
- I. The Final Plat shall be scheduled for consideration of the Planning Commission at its next regular meeting after the minimum fourteen (21) day review period. After due deliberation, the Planning Commission shall approve, conditionally approve or disapprove the Final Plat. Approval of a Final Plat by the Planning Commission shall remain effective for twelve (12) calendar months.
- J. The developer shall be notified of the action of the Planning Commission. If the Plat is disapproved, the developer may request a hearing before the City Council, according to the provisions of 4-9-3.B if these regulations.
- K. A complete Final Plat submittal shall consist of the Final Plat and all required supporting materials. Prior to, or upon receiving notification of approval of the Final Plat by the Planning Commission, the developer shall submit the following supporting material relating to the Final Plat to the City Administration:
 - 1. A Final Plat checklist on standard forms provided.
 - 2. Drawings and specifications as prescribed by the City Engineer/Public Works Director, showing over lot grading and the size, location and type of water, sewer and drainage lines and facilities.
 - 3. A State of Wyoming Department of Environmental Quality permit for utilities where required.
 - 4. Profiles, cross sections, plans and specifications of roads, streets and bridges as required by the City Engineer/Public Works Director.

5. If access to the subdivision or any part thereof must be gained across property outside of the subdivision, a certified copy of an appropriate recorded instrument granting the right of public access shall be submitted.
6. When applicable, a warranty deed conveying to the City of Lander or other appropriate public agency any public lands other than streets, alleys or easements shown on the Final Plat, and title insurance on the subject parcel.
7. Payment of any fees in lieu of public land dedication, or any initial payment and payment schedule keyed to subdivision development.
8. Evidence satisfactory to the City Council that the subdivided land is free of all encumbrances and that the person who offers any part of the subdivision for sale or who solicits any offers for the purchase thereof, directly or through agents, may convey merchantable title, subject only to noted reservations or restrictions of record but free of encumbrances and subject only to a proportionate share of real property taxes or assessments charged or assessed for the year in which any such sale may be legally effected; or that binding arrangements have been made by the person who offers any part of the subdivision for sale, directly or through an agent, to assure purchasers of any part of the subdivision that upon full payment of the purchase price a warranty deed can and will be delivered conveying merchantable title subject only to a proportionate share of such taxes and assessments thereon as may be levied or assessed for the year in which such sale may be legally effected.
9. The developer will provide a "Subdivision Guarantee" that is obtained through a valid Title Insurance Company and which verifies the names on the dedication of the plat. This guarantee will state ownership and encumbrances of the land that is to be subdivided.
10. If the developer proposes to utilize adjoining property for any right-of-way or easement, the developer shall provide copies of binding and recorded rights-of-way and easements from each property owner over whose land such services shall extend with all rights-of-way and easements having a width of not less than twenty (20) feet.
11. The original of a brief disclosure statement to be placed on file with the County Clerk pointing out any hazards or problems associated with all or any part of the subdivision. The disclosure statement will note difficult soil conditions, high water tables, excessive slopes or other conditions which might have an adverse impact on the uses intended for the subdivided land. The words in capital letters "DISCLOSURE STATEMENT ON HAZARDS OR PROBLEMS ASSOCIATED WITH THIS SUBDIVISION ON FILE WITH THE COUNTY CLERK" shall

appear on all offers, solicitations, contracts, agreements and plats relating to the subdivision. Neither the City, nor its employees, agents, commissions or consultants shall in any way guarantee the reliability of the information contained in the statement but shall make copies available to interested parties upon request.

- 12. A performance and payment bond, an irrevocable letter of credit, funds in escrow or other appropriate commitment to guarantee the complete and timely development of any facilities or improvements which is the developer responsibility. The commitment shall be for one hundred twenty five (125) percent of the cost of improvements as estimated by the developer licensed professional engineer and approved by the City Engineer/Public Works Director.

- L. Upon receipt of all required supporting materials to the Final Plat, City Administration shall review them for completeness to determine whether a complete Final Plat submittal has been made and shall refer material to appropriate agencies for review and comment. Upon being notified of the comments and any necessary approvals of reviewing agencies, the City Administration shall forward the Final Plat, comments and approvals of reviewing agencies, pertinent supporting materials and the recommendations of the Planning Commission to the City Council. Incomplete Final Plats or Final Plats for which necessary approvals have not been secured shall not be forwarded to Council for action.

- M. Within a reasonable time after receiving the recommendations of the Planning Commission along with the Final Plat and accompanying materials, the City Council shall either approve the Final Plat, or disapprove the Final Plat and notify the developer of the conditions to be met to gain approval. If a disapproved Final Plat is modified and resubmitted to the City Council at a later date for their consideration, the Council may require the concurrent submittal of an updated ownership and encumbrance report or title opinion.

- N. Upon approval by the City Council of the Final Plat, the developer shall be notified to submit payment for the recording fee to the City Administration who shall transmit the developer recording fee and the fully approved and executed Final Plat to the County Clerk and Recorder for the filing of the Final Plat among the official records of the County.

- O. As an alternate procedure and at the request of the developer, the City Council may approve a Final Plat and instruct the City Administration to withhold the approved Final Plat from recording for a period of time to allow the developer to install all of the required public improvements according to the plans and specifications approved by the City Engineer/Public Works Director. This procedure, when approved by the Council, shall be in lieu of the guarantees for installation of improvements as set forth in 4-9-4.3.12 of these regulations. An executed standard contract as approved by the City Attorney regarding

installation of improvements shall still be submitted with the Final Plat. The contract shall require that all improvements be completed no later than twenty four (24) months from the date the Final Plat was approved by the City Council. If required by the City Engineer/Public Works Director, the developer shall also submit with the Final Plat a signed and acknowledged instrument in recordable form dedicating to the City those easements shown on the plat which may be needed in advance of the plat being recorded. The developer shall also agree to cooperate with the City Engineer/Public Works Director in the necessary inspections of the construction of subdivision improvements. When the completed improvements are inspected and approved by the City Engineer/Public Works Director and, if proposed for City maintenance, accepted by the City, the plat shall be recorded and the sale of lots may proceed according to the approved and recorded plat. The City Council may repeal the approval of the plat should the developer fail to meet the terms of the contract.

- P. Building permits shall not be issued until all public improvements have been installed, approved by the City Engineer/Public Works Director and accepted by the City Council. However, the developer may appeal to the City Administration to allow the issuance of building permits only if the developer can demonstrate that he is proceeding in good faith and has, at a minimum, installed sewer and water lines as well as has a suitable temporary street surface as determined by the City Engineer/Public Works Director. Certificates of occupancy shall not be issued until all public improvements have been installed, approved by the City Engineer/Public Works Director.

HISTORY
Amended by Ord. [1234](#) on 3/10/2020

4-9-5 Minor Plats

- A. For subdivisions consisting of five lots or less, simple lot line changes between adjacent lots, where street dedications are not required, and/or on the determination of the City Administration, the developer may proceed directly to the preparation of the Final Plat. The City Administration shall designate those information requirements from the preliminary and final plat processes that will be necessary for the Planning Commission to adequately evaluate the subdivision.

HISTORY
Amended by Ord. [1234](#) on 3/10/2020

4-9-6 Corrected Plats, Replats And Re-Subdivisions

- A. Corrected Plats
 1. If, after the approval and recording of a Final Plat, errors are found in the

language or numbers on the recorded Plat, the developer shall file a properly signed, corrected or revised original mylar or linen with the City Administration. The Plat shall be noted CORRECTED PLAT under the name of the subdivision. Notations shall be made on the face of the Plat listing all corrections made and the book and page numbers where the original plat was recorded. The City Administration shall review the Plat for correction, secure the signatures of the proper public officials on the corrected plat and present the plat to the City Council for the reaffirmation of their approval and to the County Clerk for recording. The recording of the corrected plat shall void the incorrect original plat and the County Clerk shall note VOID across the face of the incorrect plat.

B. Replats

1. If, after the approval and recording of a Final Plat, a developer wishes to modify the location of lot lines on a part or all of the recorded plat, and if there is no change in the location or size of the dedicated streets, the developer shall submit a new Final Plat drawing the revised lot arrangement. The City Administration shall determine which of the required supporting documents shall be resubmitted with the revised Final Plat. The plat shall be marked under the name of the subdivision, REPLAT and shall be processed as a Final Plat.

C. Re-Subdivision

1. If, after the approval and recording of a Final Plat, a developer wishes to change the street layout, add lots, or add un-platted land to a part or all of the platted area, the resulting subdivision shall be treated as a new submittal with both a Preliminary Plat and a Final Plat required. Based on the currency of the information submitted with the original plat, the City Administration shall determine which of the required supporting documents must be resubmitted. The subdivision shall be identified as the existing name of the Subdivision, RESUBDIVISION .

HISTORY
Amended by Ord. [1234](#) on 3/10/2020

- [4-9-7 Planned Unit Development \(PUD\)](#)
- [4-9-7.1 Intent](#)
- [4-9-7.2 General](#)
- [4-9-7.3 Procedures](#)
- [4-9-7.4 Status Of Preliminary Plan After Approval](#)
- [4-9-7.5 Filing Of Statement](#)
- [4-9-7.6 The Final Development Plan](#)
- [4-9-7.7 Alterations Of The Final Development Plan](#)
- [4-9-7.8 Conceptual Development Plan Submittal](#)

- [4-9-7.9 Preliminary Development Plan Submittal](#)
- [4-9-7.10 Final Development Plan Submittals](#)
- [4-9-7.11 Density Bonuses](#)
- [4-9-7.12 Development Standards](#)

4-9-7.1 Intent

- A. This chapter for planned unit developments (PUD) is intended to provide for the growing demand for housing of all types and designs and for necessary supportive commercial facilities conveniently located to such housing, to create functional and attractive development, to minimize adverse impacts, and to ensure that projects will be assets to the community. It is the purpose of this chapter:
1. To promote and permit flexibility that will encourage innovative and imaginative approaches in land development and renewal which will result in a more efficient, aesthetic, desirable and economic use of land while maintaining density and intensity of use consistent with the applicable adopted plans, regulations and policies of the city;
 2. To promote development within the city that can be conveniently, efficiently and economically served by existing municipal utilities and services or by their logical extension;
 3. To promote design flexibility including placement of buildings, use of open space, pedestrian and vehicular circulation systems to and through the site and off-street parking areas in a manner that will best utilize potential on-site characteristics such as, topography, geology, geography, size and proximity;
 4. To provide for the preservation of historic or natural features where they are shown to be in the public interest, including but not limited to such features as: drainage ways, flood plains, existing topography or rock outcroppings, unique areas of vegetation, historic landmarks or structures;
 5. To provide for compatibility with the area surrounding the project site;
 6. To provide for usable and suitably located open space such as, but not limited to, bicycle paths, playground areas, park-yards, tennis parks, swimming pools, planned gardens, outdoor seating areas, outdoor picnic areas, and similar open space;
 7. To minimize adverse environmental impacts of development;
 8. To improve the design, quality and character of new development.

HISTORY

Amended by Ord. [1234](#) on 3/10/2020

4-9-7.2 General

A. A planned unit development shall be consistent with the statement of purpose for planned unit development and the following criteria:

1. Density

- a. The maximum gross density of the PUD is based on the zone in which it is located. Actual density shall be computed by dividing the total number of dwelling units of the Planned Unit Development by the total acres of the development. The density for portions of the PUD may exceed the maximum gross density for the underlying zone as long as the maximum gross density for the entire PUD does not exceed the maximum gross density allowed in that zone, as described in ii below. The net density of the particular phase of the PUD shall be the number of dwelling units divided by the acreage of the phase. The total acreage shall be that area contained in the planned development application and include all proposed streets, common area, public parks and dwelling sites and similar areas within the proposed development. When such computation ends with more than 0.5 of a dwelling unit, the maximum density will be increased to the next whole number;
- b. The maximum density shall be based on the applicable zoning designation as follows:

Zone	Maximum Density	Zone
R-1	4 residential units per gross acre.	R-1
R-2	10 residential units per gross acre.	R-2
R-3	18 residential units per gross acre.	R-3
R-5	44 residential units per gross acre.	R-5

- c. For PUDs in the General Commercial District, the maximum density allowed would be the same as the R-3 zone: eighteen residential units per acre;

2. Density bonuses may be awarded as set forth in 4-9-7.11.

3. Ownership.

- a. Each application shall be signed by the owners of all the property

to be included in the planned unit development. At the time of filing any final development plan under this chapter, the owner shall file a recordable agreement between the owner and the city in the office of the county clerk providing for a mandatory homeowners' association when ownership of the property is divided. When used in this chapter, the term "developer" means the same as "owner."

4. Common Areas.

- a. Before final plan approval, the developers shall specify the manner of holding title to common areas or facilities of joint use.
- b. Such areas and facilities shall be retained in title by the developers of the planned unit development or deeded to a Home Owner's Association or Organization composed of all owners in the development.
- c. The method used by the developers is subject to approval by the city attorney.

5. Standards.

- a. Planned unit developments shall meet the use and development standards in 4-9-7.12 and all use and development standards and requirements in this code. Where the standards and requirements of this chapter conflict with the requirements of other earlier enacted sections of this code, the provisions of this chapter shall apply.

6. Permitted Uses.

- a. Except as otherwise permitted or restricted, all uses permitted in the R-1, R-2, R-3 and R-5 districts are permitted in a PUD provided that any commercial uses proposed for the PUD must meet the satisfaction of the City Administration and that such uses, if any, shall not change, injure, or destroy, temporarily or permanently, the predominantly residential character of the PUD.

HISTORY
Amended by Ord. [1234](#) on 3/10/2020

4-9-7.3 Procedures

A. Conceptual development plan.

- 1. The developer may request an informal review of a conceptual plan for a

development by representatives of the City Administration, public works department, water/wastewater department, fire department and building division.

- 2. Developers seeking a conceptual plan review shall submit the items required in 4-9-7.8 no less than fourteen (21) days before the developer wishes to have a conceptual plan meeting.
- 3. Neither the developer nor the city is bound by any conceptual plan review.

B. The Preliminary Development Plan.

- 1. Not less than fifteen (21) business days before the regular Planning Commission meeting at which the developer wants a Preliminary development plan to be considered, the developer shall file a Preliminary development plan with the city clerk's office. The Preliminary Development Plan shall be considered as filed with the Planning Commission on the date of the Planning Commission meeting at which it is presented.
- 2. Before the Planning Commission makes a recommendation on a Preliminary Development Plan, it shall hold a public hearing giving the same 15 day notice as required for a Preliminary Plat as defined in the City of Lander Subdivision Rules and Regulations.
- 3. After the hearing on the Preliminary Development Plan, the Planning Commission shall either recommend to the city council (1) preliminary approval of the plan as submitted; (2) preliminary approval subject to specified conditions not included in the plan submitted, or (3) denial of preliminary approval. At the developer's request, action may be postponed.
- 4. Before taking action, the City Council shall hold a public hearing on the Preliminary Plan. The city council shall cause notice of such hearing to be given at least fifteen days in advance of the hearing in a newspaper of general circulation in the city. The owner of the property for which the PUD is sought, and all owners of property located within 400 feet of the subject property shall be sent a notice of the public hearing by first class mail using either the street address or the address of record in the office of the county assessor.
- 5. Following the public hearing, the city council shall act on the recommendation of the Planning Commission concerning the Preliminary Development Plan within thirty days after the plan is formally presented to the council. The city council shall determine whether the Preliminary Development Plan shall be approved, approved with conditions or disapproved and shall cause notice of its decision to be

given to the developer. At the developer's request, action may be postponed.

- 6. If a Final Plan has not been recorded, as provided by 4-9-7.6, five years after the date of approval of the Preliminary Plan and plat by the City Council, or from the recording date of the last Final Plan, whichever is later, the Preliminary Plan and Plat shall become null and void and of no further force and effect.

HISTORY

Amended by Ord. [1234](#) on 3/10/2020

4-9-7.4 Status Of Preliminary Plan After Approval

- A. An approved Preliminary Plan shall operate as a Plat of the Planned Unit Development for recording purposes.
- B. A plan which City Council has given Preliminary approval as submitted, or which has been preliminarily approved with conditions (and provided that the developer has not defaulted nor violated any of the conditions of Preliminary approval) shall not be modified or revoked nor otherwise impaired by action of the City Council pending an application or applications for final approval, without the consent of the developer; provided that an application for final approval is filed, or in the case of phased development, provided that applications are filed within the time or times specified in the granting of Preliminary approval.
- C. If a developer chooses to abandon a plan that has been given Preliminary approval he or she may do so before final approval by a signed notice delivered to the City Clerk's office in writing.
- D. If the developer fails to file an application or applications for final approval within the required time period, the approval shall be deemed to be revoked, and the Preliminary development plan shall be null and void.
- E. Substantial or significant changes in the planned unit development as determined by the Planning Commission shall be made only after rehearing and re-approval of the Preliminary plan.

HISTORY

Amended by Ord. [1234](#) on 3/10/2020

4-9-7.5 Filing Of Statement

- A. Within fifteen business days after approval of a preliminary development plan by the city council, the developer City Administration shall file in the office of the County Clerk the properly executed and signed documents. A statement that

such a plan has been filed with the Planning Commission and has been approved and that such planned unit development is applicable to certain specified legally described land and that copies of the plan are on file with the City Clerk. Such statement filed in the office of the County Clerk shall specify the nature of the plan, the proposed density or intensity of land use and other pertinent information sufficient to notify any prospective purchasers or users of the land of the existence of such a plan. The recorded statement shall specify that the Preliminary development plan shall become binding upon all successors and assigns unless amended in conformance with this ordinance. The recorded statement shall also state that substantial or significant changes in the planned unit development shall be made only after rehearing and re-approval of the Preliminary plan. The developer shall be responsible for all costs incurred in filing the statement.

- B. Before filing an application for final approval, the developer shall provide the City Clerk with a copy of such recorded statement.

HISTORY

Amended by Ord. [1234](#) on 3/10/2020

4-9-7.6 The Final Development Plan

- A. At the risk of the developer, the Preliminary and final development plans may be filed concurrently for review.
- B. After receiving notice of the action of the City Council approving the Preliminary development plan, if a developer desires to proceed, he or she shall file the final development plan with the City Administration not less than 21 business days before the regular Planning Commission meeting at which the developer wants a final development plan to be considered. The final development plan shall be considered officially filed with the Planning Commission on the date of the Planning Commission meeting at which such plan is presented.
- C. A public hearing on the application for final approval of the plan or part thereof shall not be required provided that the plan or part thereof submitted for final approval is in substantial compliance with the plan given Preliminary approval as determined by the City Administration. The burden shall be upon the developer to show the Planning Commission good cause for any variation between the plan as preliminarily approved and the plan as submitted for final approval.
- D. The Planning Commission shall act on the final development plan within thirty days after official filing, unless the time is extended by agreement with the developer.
- E. The Planning Commission shall recommend to the City Council whether the final development plan be approved, approved with conditions or disapproved. If recommended for approval, the chairman of the Planning Commission shall affix

his or her signature to the plan. If disapproved, the Planning Commission shall cause the reason for the refusal to be given to the developer in writing within 30 business days of the decision.

- F. The City Council shall act on the recommendation of the Planning Commission concerning the final development plan within thirty days after the Planning Commission recommendation is formally presented to the city council. If a final development plan is not in substantial compliance with the plan which received Preliminary approval, the City Council may refuse, after meeting with the developer, to grant final approval if the City Council finds that the final plan is not in the public interest. The City Council shall advise the developer in writing of the refusal, setting forth the reasons why one or more of the variations are not in the public interest.
- G. A plan or any part thereof which has been given final approval by the City Council, shall be so certified upon the face of the final development plan by the mayor and filed in the office of the County Clerk. If the developer chooses to abandon a plan or portion thereof after it has been given final approval, he or she shall so notify the City Council in writing within 90 days. In the event the developer shall fail to commence the planned unit development within eighteen months after final approval has been granted, then such final approval shall terminate and shall be deemed null and void unless the time period is extended by the City Council upon written application by the developer shall record the approved final development plan, signed by the Mayor, in the office of the County Clerk within thirty days after the date of approval; otherwise, the approval of the City Council shall be deemed to have been withdrawn and the approval shall be null and void.

HISTORY

Amended by Ord. [1234](#) on 3/10/2020

4-9-7.7 Alterations Of The Final Development Plan

- A. The final development plan, as passed by the City Council, shall not be altered during the construction of the planned unit development, except as hereinafter set forth:
 - 1. Minor alterations in locations, setting, alignments, bulk of structures, placement or types of plant material, changes in grades, heights, or character of structures, change by no more than five percent in the approved residential density of the proposed development, an increase by no more than five percent in the total number of bedrooms of the proposed development or other similar alterations may be authorized by the Planning Commission.
 - 2. All other alterations in use, intent, rearrangement of lots, realignment of major circulation patterns, density levels, provisions governing common

or open space, or the ratio thereof, or any other alterations that, in the discretion of the City Administration office substantially change the planned unit development must be approved by the Planning Commission and passed by the City Council at public meetings for which public notice as required for the Preliminary development plan is given. The same type and quality of data shall be required as is necessary for the original final approval and passage.

HISTORY
Amended by Ord. [1234](#) on 3/10/2020

4-9-7.8 Conceptual Development Plan Submittal

- A. The conceptual development plan shall include:
 - 1. A drawing showing the proposed location of the boundaries of the planned unit development, uses of land, major streets, and significant features such as drainages, easements, steep slopes, floodplain, etc.
 - 2. A written statement regarding the developer’s intent, the site conditions and characteristics, surrounding land uses, available community facilities and utilities.

HISTORY
Amended by Ord. [1234](#) on 3/10/2020

4-9-7.9 Preliminary Development Plan Submittal

- A. The Preliminary development plan shall may be submitted electronically with all of the information required on and filed with a Preliminary plat as set forth in the City of Lander Subdivision Rules and Regulations, except lot lines.
- B. The Preliminary plan shall constitute a Preliminary plat.
- C. In addition, the Preliminary development plan shall include three sets of the following:
 - 1. Written Documents:
 - a. Application forms;
 - b. A schedule showing the proposed time and sequence within which the applications for final approval of all portions of the planned unit development are intended to be filed. The development phases as shown on the schedule shall also be indicated on the plan. As part of the development time schedule each phase shall have a summary of the number of units of each type of use, the number of dwelling units, the acreage devoted to

residential, nonresidential, commercial, recreation, open space, common space un-encroachable area, streets (both public and private), off-street parking, and other major land uses, density, public lands (existing and proposed), and the total number of acres contained in each development phase;

- c. A summary of the total number of units of each type of use, number of dwelling units, the number of bedrooms per each type of use, the acreage devoted to all major land uses, the acreage of public lands and areas proposed for public ownership, the acreage of the total area proposed to be developed, and the overall net density of the development;
- d. A statement as to the form of ownership proposed to own and maintain the common open space, recreation facilities, un-encroachable area and any other area within the area proposed to be developed that is to be retained primarily for the exclusive use and benefit of the residents, lessees and owners of the planned unit development;
- e. A statement as to the substance of the covenants, grants of easements or other restrictions to be imposed upon the use of the land, buildings and structures, including proposed easements or grants for public utilities;
- f. A statement specifying any variances, modifications, reductions and waivers of this code being requested as part of the plan approval and setting forth reasons why, in the opinion of the developer, such should be allowed.

2. Site Plan.

- a. Existing zoning;
- b. The type and location of all existing structures including historically significant structures or sites, formally registered on federal or state lists of historic places;
- c. The location, dimension and capacity of all proposed off-street parking areas in the area to be developed;
- d. The location, dimension, acreage, and ownership of all proposed public and private recreation areas, open space and un-encroachable areas;
- e. Significant natural features including wildlife areas and vegetative cover;
- f. Dimensions and notes adequate to show compliance with the development standards of this chapter;

- g. Proposed signs and locations;
- h. Snow removal plan and storage site;
- i. Storage of association equipment, such as snow removal equipment, lawn mowers, etc.;
- j. Surrounding land uses and zoning within one hundred forty feet of the PUD boundary, exclusive of rights-of-way;
- k. Preliminary Landscape Plan including, irrigation, stormwater, and surface drainage.
- l. Submit plat electronically.
- m. Any other information or studies that the Planning Commission or City Council may deem necessary.

HISTORY

Amended by Ord. [1234](#) on 3/10/2020

4-9-7.10 Final Development Plan Submittals

A. The final site plan and supporting information shall include one set of the following information:

1. Written Documents.

- a. Application forms;
- b. A summary of the total number of units of each type of use, number of dwelling units, the number of bedrooms per each type of use. the acreage devoted to all major land uses, the acreage of public lands and areas proposed for public ownership, the acreage of the total area proposed to be developed, and the overall net density of the development;
- c. Proof of the establishment of an entity to own, manage and maintain the common open space, recreation areas, recreation facilities, un-encroachable areas, private streets and any other area within the development that is to be retained for the exclusive use and benefit of the residents, lessees and owners;
- d. Copies of all restrictions or covenants that are to be applied to the development area;
- e. A copy of proposed articles of incorporation and bylaws of any landowners' organization or similar corporation to be organized;
- f. Electronic Drawings showing scale, bulk, and architectural

character of structures;

- g. A statement specifying any variances, modifications, reductions and waivers being requested as part of the plan approval and setting forth reasons why, in the opinion of the developer, such should be allowed, and,
- h. A schedule showing the proposed time and sequence within which the applications for final approval of all portions of the planned unit development are intended to be filed. The development phases as shown on the time schedule shall also be indicated on the plan. As part of the development time schedule each phase shall have a summary of the number of units of each type of use, the number of dwelling units, the acreage devoted to residential, nonresidential, commercial, recreation, open space, un-encroachable area, streets (both public and private), off-street parking, and other major land uses, density, public lands (existing and proposed), and the total number of acres contained in each development phase.
- i. A performance and payment bond, an irrevocable letter of credit, funds in escrow or other appropriate equivalent fiscal commitment to guarantee the complete and timely development of any facilities or improvements which are the developer's responsibility. The commitment shall be on one hundred twenty five (125) percent of the cost of improvements as estimated by the licensed professional engineer as retained by the developer and approved by the City Engineer/Public Works Director.
- j. Building permits shall not be issued until the developer can demonstrate that he is proceeding in good faith and has, at a minimum, installed sewer and water lines as well as has a suitable temporary street surface as determined by the City Engineer/Public Works Director. Certificates of occupancy shall not be issued until all public improvements have been installed, approved by the City Engineer/Public Works Director and accepted by the City Council.

2. Final Site Plan.

- a. The site plan submitted by the developer as part of the application for final approval shall be prepared at a scale no smaller than one inch to one hundred electronically which include the following information:
 - (1) All information required on the Preliminary site plan except contours;

- (2) Lot lines, easements, public rights-of-way per final subdivision plat;
- (3) The location of each outdoor trash storage facility;
- (4) Location, width, surfacing and layout of all streets, parking areas and pedestrian walks;
- (5) Area lighting plan;
- (6) Location, size, height, and orientation of all signs in excess of one hundred forty-four square inches; and
- (7) Location, height and material of all screening walls, fences, and screen plantings.

3. Final Landscape Plan.

4. A typical lot site plan shall be provided for each type of land use (e.g. single-family, multi-family, patio home, etc.).

5. Final plat.

6. All documents included in the site plan shall include space for certification of approval in accordance with the form used for subdivision platting including the following statement: "We hereby dedicate to the city of Lander the right to regulate any construction over the area designated as common space, open air recreation area, and un-encroachable area and to prohibit any construction within said areas and spaces inconsistent with the public interest."

7. One rendered set (not folded) each of site plan and landscape drawings which shall be submitted following staff review.

8. Eight and one-half inch by eleven inch reduction of all plans and architectural drawings which shall be submitted following staff review.

9. Any other information or studies that the Planning Commission or City Council may deem necessary.

HISTORY

Amended by Ord. [1234](#) on 3/10/2020

4-9-7.11 Density Bonuses

A. Subject to the limitation in subsection (6) of this section, a residential density bonus shall be given as follows:

- 1. If the developer commits to the provision of low income housing units, per HUD Section 8 guidelines (eighty percent of median county income),

by assurances submitted to the City Administration and approved by the city attorney, a bonus equivalent to the percentage of the total number of dwelling units for low income housing shall be granted;

- 2. If the developer commits to the provision of accessible housing as defined by American National Standards Institute (ANSI) Section A117.1, by assurances submitted to the City Administration and approved by the City Attorney, a bonus equivalent to the percentage of the total number of dwelling units for handicapped accessible housing shall be granted;
- 3. If the developer installs automatic fire extinguishing systems in each dwelling unit a bonus of fifteen percent of the total number of dwelling units shall be granted;
- 4. If the developer provides additional open space, public or private, over and above the minimum required, a bonus equivalent to the percentage provided above the minimum shall be granted;
- 5. A bonus of five percent for every fifty acres included in the development shall be granted;
- 6. The total density bonus given by the City shall not exceed fifteen percent of the maximum total density as calculated per 4-9-7.2 A,1 for the development.

HISTORY
Amended by Ord. [1234](#) on 3/10/2020

4-9-7.12 Development Standards

- A. The planned unit development shall conform to the following standards:
 - 1. Minimum Lot Standards.
 - a. Minimum lot area, width, and yard requirements of other districts do not apply in the PUD.
 - 2. Open Space.
 - a. A minimum of twenty percent of the total land area shall be retained as usable open space. Open space shall be defined as an open area designed and developed primarily for the use and benefit of the residents of the development to include but not be limited to, recreation, whether private or public, parks, gardens, or parking for open space uses; it shall not include space devoted to required yards, streets and parking for residential and nonresidential uses;

b. The City may accept or refuse for any reason the dedication of land or any interest therein for public use and maintenance.

3. Open Space Maintenance and Guarantee.

a. The developer shall establish an entity for the ownership and maintenance of recreation areas and common open spaces where such are to be retained in private ownership.

b. The developer shall submit to City Administration, and approved by the City Attorney, a contract providing for the permanent care and maintenance of open spaces, recreational areas and communally owned facilities and parking lots.

c. The final development plan shall not be accepted until the agreement required by this subsection is approved as to legal form and effect.

d. If the common open space is deeded to a homeowners' association, the developer shall file the proposed documents governing the association with the Fremont County Courthouse. Such documents shall meet the following requirements:

(1) The homeowners' association must be established before any lots or residences are sold;

(2) Membership in the association must be mandatory for each residence owner;

(3) Open space restrictions must be permanent and not for a period of years;

(4) The homeowners' association must be made responsible for sidewalk maintenance, snow removal plan and storage area, liability insurance, taxes and maintenance of recreational and other facilities.

(5) The association must have the power to levy assessments which can become a lien on individual premises for the purpose of paying the cost of operating and maintaining common facilities; and

(6) The governing board of any such association shall consist of at least five members who shall be owners of property in the planned unit development;

e. If the entity established to own and maintain the common open space and recreation areas or any successor entity shall at any time fail to fulfill any obligation imposed on such entity as a condition of approval of the planned unit development, the city

may give written notice to the entity or to the residents and owners of the planned unit development or both, setting forth the manner in which the entity has failed to fulfill its obligation.

- f. The notice shall include a demand that such deficiencies be cured within the time specified within the notice. If such deficiencies are not cured within the specified time, the city, in order to preserve the taxable values of the properties within the planned unit development and to prevent the common open space and recreation areas from becoming a public nuisance, may enter upon the common open space and recreation areas and maintain the same and perform the other duties of the entity until the entity shall again resume its obligations.
- g. All costs incurred by the city in carrying out the obligations of the entity shall be assessed against the properties within the planned unit development and shall become a tax lien on the properties;
- h. Open space shown on the approved final plan shall not be used for the construction of any structures not shown on the final plan.

4. Access.

- a. Each PUD shall have at least two direct accesses to a collector or arterial street as designated on the major street and highway plan.
- b. No individual residential building lot shall be created that has direct access to a collector or arterial street.
- c. Each individual residential lot must have access to a street, public or private, which has been constructed to the public street standards of the city.

5. Sidewalks.

- a. Sidewalks built to city specifications shall be required along one side of all streets, public or private or other approved pedestrian friendly walkway or pathway.

6. Building Requirements.

- a. The maximum building height shall be the same as for the zone district in which the PUD is located, except that a greater height may be approved if surrounding open space within the PUD, building setbacks, and other design features are used to avoid any adverse impact due to the greater height;
- b. All individual buildings or structures shall be separated by a

minimum distance of ten feet. A waiver from this minimum distance to permit zero lot line developments may be permitted if the structures are designed and constructed to meet more stringent building and fire code requirements as adopted by the city council;

- c. The front of a dwelling structure shall not face upon the rear of another, unless approved by the city council as part of the plan.

7. Landscaping.

- a. The landscape plan shall be prepared by a certified landscape architect and shall identify existing and proposed trees, shrubs and groundcover; natural features such as rock outcroppings; and other landscaping elements. Where existing plantings are to be retained, the plan shall include proposed methods of protecting them during construction. Reasonable landscaping should be provided at site entrances, in public areas, and adjacent to buildings. The type and amount of landscaping required may vary with type of development. All areas not used for buildings, structures, parking, streets, or accessways shall be landscaped with a sufficient mixture of grass, trees, and shrubs, except those areas designated to be left natural;
- b. Landscaping materials shall be appropriate for the local environment, soil conditions, and availability of water. Landscaping may include plant materials such as trees, shrubs, ground covers, perennials, and annuals, and other materials such as rocks, water, sculpture, art, walls, fences, paving materials, and street furniture. Trees shall have at least a one-and three-quarter inch caliper at planting;
- c. The landscape plan shall be approved by the Planning Commission.

8. Signs.

- a. Signs within the residential portion of a planned unit development shall be permitted as follows:
 - (1) One ground sign which identifies the development is allowed at each entrance to the development provided such sign does not exceed twenty-four square feet in area, is not located in, or projecting over, a required yard, and is no more than six feet in height,
 - (2) Development identification signs shall follow a design theme that is related and complementary to other

elements of the overall site design, as determined by the Planning Commission or his designated representative;

- b. Signs within the commercial portion of the planned unit development shall be permitted at a location, size and height that is determined by the city council to be appropriate in relation to the residential character of the development.

9. Perimeter.

- a. If topographical or other barriers within thirty-five feet of the boundaries of a planned unit development do not provide reasonable privacy for existing uses adjacent to the development, the City Council shall impose either of the following requirements or both:
 - (1) Structures located along the boundary must be set back from the boundary a distance which is approved by the City Council; and
 - (2) Structures located along the boundary must be well screened in a manner which is approved by the city council.

10. Commercial Requirements.

- a. Commercial development shall be deemed to include commercial buildings and associated parking, required yard areas, and all other areas accessory to such commercial usage;
- b. The developer must show to the satisfaction of the City Council that nonresidential uses of a commercial character, if any, shall not change, injure, or destroy, temporarily or permanently, the predominantly residential character of the PUD;
- c. No commercial facilities shall be permitted in any planned residential development which has a gross acreage of less than fifteen acres, or less than one hundred dwelling units, except with prior approval of the City Council;
- d. Unless approved by the unanimous vote of the City Council, no building permit shall be issued for an approved commercial use until fifty percent of the dwelling units have been constructed and are ready for occupancy;
- e. Snow removal plan and storage site.

B. Off-Street Parking.

1. Off-street parking shall be provided for residential dwellings in accordance with the requirements of 4-11-10 of this code unless the reduced street standards for a PUD are used for the development in which case the one family dwelling off-street parking requirements shall be: 1 - 3 bedrooms: 2 spaces, 4 - 5 bedrooms, 3 spaces.
2. Off-street parking spaces for all commercial uses and all nonresidential uses of an educational, cultural, recreational or religious nature shall be the same as set forth for such uses in Section 4-11-10 of this code, unless a reduction is approved by the city as part of the plan.

C. Buffering standards

1. Buffering is required with the following factors to be considered in determining the buffer, adequacy of the type and extent of the buffer:
 - a. The purpose of the buffer, for example, to decrease noise levels, absorb air pollution, filter dust or to provide a visual barrier or to gradually change the residential density from the existing density abutting the PUD to the proposed density of the development.
 - b. The size of the buffer needed in terms of width and height to achieve the purpose.
 - c. The location of the buffer.

HISTORY
Amended by Ord. [1234](#) on 3/10/2020

4-9-8 Dedication Of Public Lands And Water Rights

- A. The purpose of green space is to preserve and enhance natural and/or man-made features, provide a consistent and high level of design to incorporate affordable maintenance for all of the elements of the green space, achieve a degree of safety for users of the green space and to provide and maintain visual and psychological relief in all areas around Lander.
- B. Consideration shall be given to the adequate provision and location of such public sites and facilities in the design of the subdivision connecting present pathways, schools and green spaces as presented in the LAPS plan. The City of Lander Parks and Recreation Commission and the Greenway Committee strive to provide a broad range of conveniently located, quality recreational opportunities for all citizens and visitors of Lander.

SCHEDULE OF MUNICIPAL GREEN SPACE STANDARDS AND PRIORITIES	

Priority	PARK TYPE	RECOMMENDED SERVICE AREA
1	Increase Lander City Park with adjacent/contiguous lands	City of Lander
2	Linear/Greenway/Water Detention Areas	Community Wide
3	Community/Neighborhood Park	1 mile radius
4	Open/Green Space/Water Detention Areas	Community Wide

C. Required amount of land to be dedicated as park, greenway and/or open space should be determined in accordance with the following table.

TABLE OF PUBLIC DEDICATED LANDS BY ZONE		
ZONE/SIZE	ACCEPTABLE PARK TYPE	DEDICATED LAND (not including streets and R-O-W) (include on plat and in checklist) MINIMUM REQUIREMENTS
AG, any size	Green space or Fee-in-lieu	10%
R-1, R-2 < 10 acres	Neighborhood, greenway and/or open space	5%
R-1, R-2 > 10 acres	Neighborhood and/or open space	8%
R-3, R-5 < 5 acres	Greenway/or open space	5%
R-3, R-5 > 5 acres	Community/Neighborhood Park	8%
Commercial	Green space or Fee-in-lieu	8%

D. Any land dedicated to meet the requirements of this section shall be reasonably suited for the public use for which it is intended and shall be at a location convenient to the people served.

1. When the area designated by the owner is not suitable, or if the site is not consistent in type or size with the tables above or the city master plan, the Planning Commission and/or City Council will require that an alternate parcel be dedicated or may allow a Fee-in-lieu land compensation.

- E. In the event that the application of these standards would result in sites too small to be usable negative recommendation from the Parks & Recreation Commission and the City Council determines that suitable public sites cannot properly be located in the area covered by the plat, then a payment of a fee-in-lieu of the land dedication shall be required for park development.
 - 1. The amount of the fee shall be as designated on the City of Lander fee schedule per lot in a single-family subdivision.
 - 2. The land dedication fee is to be set aside for future park land acquisitions.
 - 3. This fee shall be paid prior to the filing of the final plat of the subdivision.

- F. Land dedicated in a phased development shall be taken at the time of Phase 1 for the entire development, unless land in a future phase is identified as superior and held via Restrictive Covenant. The Mayor is hereby authorized to sign such covenants.

- G. The potential for additional dedication through future subdivision of abutting parcels should be considered when choosing location and shall be consistent with the Master Plan.

- H. Prior to acceptance of the Final Plat, by the City Council, the developer shall be required to dedicate, transfer and assign to the City of Lander sufficient water to meet all of the anticipated water needs of the subdivision upon full development as determined by the City Engineer/Public Works Director in accordance with Wyoming State Water law, and as approved by the City Council.
 - 1. When it is alleged that the above requirement for conveyance of water will create an unnecessary hardship on the developer, application may be made to the City Council for a variance in such requirement.
 - a. In lieu of meeting such requirement and after the City Council does not grant relief therefrom, either in whole or in part, the developer shall pay reasonable costs to the City for the acquisition of such water which the developer is unable to provide.
 - b. The cost of the acquisition of such water shall be determined by the City Engineer/Public Works Director in accordance with guidelines as approved by the City Council.
 - c. Such fund shall be kept in a separate fund and be used by the City only for the purpose of purchasing water.

HISTORY
Amended by Ord. [1234](#) on 3/10/2020

4-9-9 Design And Engineering Standards

A. General Standards

1. Subdivisions should comply with the general policy and land use recommendations of the Lander Master Plan.
2. No subdivision shall be approved which includes features not in conformance with the zoning regulations of the City of Lander or which would obviously generate requests for variances from the provisions of the Zoning Ordinance.
3. In designing the subdivision, the developer shall consider the topography and its influence on street patterns and drainage, the preservation of natural areas, and the separation of pedestrian activities from vehicular activities.
4. A drainage report, over lot grading plan, and design drawings of drainage facilities must be submitted for review by the City Engineer/Public Works Director.
5. Land subject to flooding shall be reserved for uses which do not increase the danger of flooding or are not endangered by flooding which might occur, or they shall be set aside in a designated drainage easement. Subdivisions which include flood plains or designated drainage easements within their boundaries, shall be platted in such a way that the proposed buildable area for habitable structures is outside of the easement or area subject to flooding.
6. Lands subject to other natural hazards shall be identified and shall not be subdivided until the hazards have been eliminated or until adequate plans have been submitted and approved for eliminating or ameliorating the hazard.
7. Where permanent easements are needed for utility service, they shall be provided ten (10) feet in width of each side of the appropriate rear or side lot lines for a total minimum easement width of twenty (20) feet. Easements for water and sewer mains shall be no less than 30' wide. If any block of the proposed subdivision does not provide for alleys, then a front yard utility easement of ten (10) feet in width shall be provided.
8. Drainage easements shall be provided where required by the City Engineer/Public Works Director. No drainage easement shall be allowed on residential side lot lines unless drainage improvements are placed underground.
9. Utility easements for streetlights and other electrical services shall be provided where required by the City Engineer/Public Works Director.
10. All utilities including water lines, gas lines, electrical lines, telephone

lines and cable television lines shall be placed underground, except in cases where the City Engineer/Public Works Director determines that topography, bedrock or underground water conditions would prevent the developer from doing so.

B. Roads, Streets and Alleys

1. The arrangement of arterial roads and streets shall conform to the duly adopted Transportation Plan as it shall from time to time be determined.
2. The arrangement of streets in a new subdivision shall make provisions for the continuation of important streets from adjoining areas.
3. Streets that are obviously in alignment with already existing platted and named streets shall bear the name of the existing street. Other street names shall be subject to the approval of City Administration and Fremont County Planning and Rural Addressing.
4. Provide for convenient circulation and means of entry for emergency vehicles from a public street.
5. Whenever a dedicated or platted half street or alley exists adjacent to the tract to be subdivided, the other half of the street or alley shall be dedicated as a public way.
6. Under normal conditions, streets shall be laid out to intersect, as nearly as possible, at right angles. Where topography or other conditions justify a variation, the variation from a right angle shall be no more than thirty (30) degrees.
7. Cul-de-sacs shall conform to standards and specifications adopted by the City Council and contained in the City of Lander Engineering Standards and Specifications Manual - Most Recent Addition.
8. If a street jogs at an intersection street and does not continue in a straight alignment, the centerline offset of the two parts of the street approaching the intersection street shall be not less than one hundred fifty (150) feet.
9. Platting shall be accomplished in such a way that private drives and driveways access directly onto arterial streets as little as possible.
10. No more than two (2) streets shall intersect at one point
11. Alleys shall be provided in commercial and industrial districts unless definite provisions are made for service access. Alleys may be provided in residential districts.
12. Alleys shall be permitted only between the rear yards of lots within the same block.
13. Where a residential subdivision abuts a major highway, a railroad right-

of-way, or a limited access freeway, a state highway, a frontage road shall be required.

- 14. Dead end streets are prohibited except where they may be necessary to provide future access to adjacent undeveloped property. In that event, temporary turnarounds may be required on the dead-end street until the adjacent property is developed and the street is extended.
- 15. If the developer encourages the use of solar energy within the subdivision, streets should be designed with a predominant east-west configuration.

C. Tracts, Blocks and Lots

- 1. Subdivisions shall consist of, in addition to public ways, an integrated and logical arrangement of tracts, blocks and lots. All blocks and all lots within each block shall be consequently numbered. Numbering of blocks and lots in later phases of a phased subdivision shall continue the sequence established in earlier phases.
- 2. A tract is a land area, usually larger in size than a typical lot, set aside for a special use or not otherwise included within the normal subdivision pattern of blocks and lots. Tracts shall bear a letter designation, such as Tract A. Letter designations of tracts shall be sequential and shall not duplicate designations of tracts in earlier phases of a phased subdivision.
- 3. Blocks in residential subdivisions shall be not less than five hundred (500) feet long and not more than twelve hundred (1200) feet long, except as expressly allowed by the Planning Commission and approved by the City Council.
- 4. In a residential development, the block width shall normally be sufficient to allow two (2) tiers of lots. Blocks for business or industrial use shall be of suitable width and depth.
- 5. The lot size, width, depth, shape and orientation shall be appropriate for the type of development contemplated. Developers encouraging the use of solar energy within the subdivision should consider orienting the length of each lot on an east-west axis.
- 6. Corner lots and lots with streets on three sides for residential use shall have extra width to allow for a proper setback from both streets.
- 7. Double frontage lots (blocks with one lot in width and streets bordering both sides) shall be avoided, except where these lots back upon a major street. Where this is the case, access to those lots from the major street shall be prohibited.
- 8. Every lot shall abut and have access to an officially approved street or

road.

9. Side lot lines shall be approximately at right angles to straight street lines or radial to curved street lines.
10. Whenever a plat is re-subdivided, the newly created lots shall be numbered to avoid duplication of any original lot numbers. A letter may be used in conjunction with a number, for example lot 2A.

D. Manufactured Home Parks

1. Manufactured home parks and manufactured home subdivisions shall be established only in accordance with all of the provisions of these regulations and the Zoning Ordinance of the City of Lander.
2. Manufactured home parks may be served by private streets or dedicated streets. Dedicated streets shall be constructed to the standards required by the standards and specifications established by the City Engineer/Public Works Director. Private streets shall have an asphalt or concrete surface of at least twenty-four (24) feet in an access easement of at least forty (40) feet. All such private streets shall have unobstructed access to a public street or highway.
3. Each Manufactured home unit shall have direct access to the public or private street system which serves the Manufactured home park.
4. Each Manufactured home space shall be conspicuously numbered pursuant to Section 4-11-12.
5. Adequate sidewalks shall be provided to serve each Manufactured home unit in the Manufactured home park.
6. Manufactured home park areas shall be graded and well-drained and with adequate ground cover in open areas to prevent wind and water erosion of soil.
7. Provision shall be made for adequate night lighting for the entire Manufactured home park area.
8. Manufactured home parks shall provide on-site fire hydrants as directed by the Fire Department and as provided by the adopted City of Lander Engineering Standards and Specifications Manual - Most Recent Addition.
9. Manufactured home lots may allow for an east-west placement of Manufactured homes to maximize solar exposure for each lot.

HISTORY

Amended by Ord. [1234](#) on 3/10/2020

Amended by Ord. [2022-1](#) on 7/12/2022

4-9-10 Improvements

A. Prior to the approval of any Final Plat by the City Council the developer shall either:

- 1. Request that Council proceed according to the provisions of 4-9-4.3 (15) of these regulations regarding delaying the recording of the Final Plat until improvements are installed and approved or;
- 2. Guarantee the installation of the necessary public facilities by complying with the provisions regarding financial commitments and by executing a standard contract on forms provided by the City.

- a. The standard contract shall, among other things, specify that the required improvements be installed within the time stated, in accordance with the requirements of the contract, and where applicable, the requirements of the Wyoming Department of Environmental Quality.

- b. The time specified for the completion of the required improvements shall not exceed twenty-four (24) months from the date the Final Plat was approved by the City Council.

- (1) As improvements are completed, inspected and approved by the City Engineer/Public Works Director, the developer may apply to the City for a release of a proportionate part of any collateral deposited with the City Council.

- (2) All public improvements must be designed by a professional engineer licensed to do such work in the State of Wyoming.

- (3) As provided in the contract, the developer shall install the improvements in a timely manner and in accordance with plans, specifications and data as approved by the City Council.

- c. Monuments at the corners of all tracts, blocks and lots and at all subdivision boundary corners. Permanent concrete monuments shall be accurately set and established at the intersections of all outside boundary lines of the subdivision, at the intersection of those boundary lines with all street lines; at the beginning and end of all curves; at points or curves where the radius of direction changes; and at such other points as are necessary to establish definitely all lines of the plat. Concrete monuments shall be at least thirty-six (36) inches long and at least six (6) inches in diameter and shall be provided with an appropriate center point. Solid iron pins or iron pipe monuments at least one (1) inch in

- diameter and at least thirty (30) inches long may be used at all other points.
- d. Grading, drainage and drainage structures for streets and highways and for areas within the subdivision. Special precautions may be required to prevent erosion and dust control during and after construction.
 - e. Road improvements including base, surfacing, gutters and curbs. Sidewalks will be installed per the City of Lander Standards and Specifications.
 - f. Streetlights, street name signs.
 - g. Water mains and fire hydrants of a size, type and at locations designated by the City Engineer/Public Works Director.
 - h. Sanitary sewer mains, laterals and facilities.
 - i. Storm sewer mains and laterals as approved on the drainage plan.
 - j. Water distribution lines and facilities.
 - k. Utilities such as gas, telephone and electric.
 - l. Other facilities or improvements as may be specified in the contract and agreed to by the developer.
3. Prior to the approval of any completed improvements, as built plans must be submitted to the City Engineer/Public Works Director.
- a. The plans shall be submitted on electronically.
 - b. The plan submittal shall contain:
 - (1) A cover sheet
 - (2) The subdivision plat
 - (3) The overall street layout
 - (4) The overall water system
 - (5) The overall sanitary sewer system
 - (6) The overall drainage plan
 - (7) Additional detail sheets as necessary at 1"=50' scale, with title block and sheet numbers in the lower right-hand corner of each page and showing the detailed location of all utilities to include service lines to lots.
 - (8) A permanent benchmark shall be described on each

sheet.

4. The developer will be responsible for any damage incurred to the improvements, until the improvements are accepted by the City Engineer/Public Works Director.
5. Construction inspection
 - a. The developer shall pay the estimated cost of inspection by the City Fee Schedule
 - b. The developer, before being issued a construction permit, will sign an agreement with the City on the terms and conditions of inspection and post a bond guaranteeing the agreement.
 - c. Construction of public improvements must be inspected by a city registered engineer in the State of Wyoming throughout construction.
 - d. Inspection reports and as-builts will be required for final acceptance by the City of Lander.
6. Final Inspection
 - a. Upon written notice of completion of all the improvements and submission of "as built" construction plans by the developer, the City Engineer/Public Works Director will make a final inspection.
 - b. After correction of any items needing repair, completion or alteration, the City Engineer/Public Works Director will advise the City Council that the improvements are accepted.
7. At any time after the completion of construction of public streets and their inspection by the City Engineer/Public Works Director, the developer may request that the City accept maintenance of the streets.
 - a. The Council may accept the maintenance responsibility at its discretion.
 - b. The developer shall provide a one-year warranty on the construction from the time of the acceptance by the City.

HISTORY
Amended by Ord. [1234](#) on 3/10/2020

4-9-12 Legal Status

A. No Final Plat shall be approved unless it conforms to both these regulations and

the Lander Zoning Ordinance. Whenever there is a discrepancy between the requirements of these regulations and any other official City regulations, the most restrictive shall apply.

HISTORY

Amended by Ord. [1234](#) on 3/10/2020

4-10-1 Annexations

All proposed annexations to the City shall be referred to and reviewed by the Planning Commission. The Commission shall review the land with reference to the Master Plan and make recommendations for zoning at least 30 days prior to the public hearing on the issue of annexation. For purposes of annexation only a developed street shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all-weather driving capabilities with an unobstructed width of not less than 20 feet. This definition does not apply to subdivision rules and regulations of the Lander city code. In the case of an annexation which does not require a public hearing on the issue of annexation, a public hearing shall be held after 15 days advance notice by publication on the sole issue of zoning. Such zoning decision shall be rendered within 14 days of the hearing.

HISTORY

Amended by Ord. [1152](#) on 1/13/2009

4-11-1 General Requirements- Non-Conforming Uses And Structures

- A. Intent – Within the zoning districts established by this title and amendments that may later be adopted, there exists land and uses of land which were lawful before this title was passed or amended, but which would be affected by the terms of this title of future amendments. Therefore, it is the intent of this title to permit these nonconforming uses to continue. It is further the intent of this title that these nonconforming uses shall not be used as grounds for allowing other uses prohibited elsewhere in the district.
- B. Any existing structure devoted to a use not permitted by this ordinance in the zone in which it is located shall not be enlarged, extended, constructed, reconstructed, moved or structurally altered except in changing the use of the structure to a use permitted in the zone in which it is located.
- C. Any nonconforming use may be extended throughout any parts of a structure which were manifestly arranged or designed for such use at the time of adoption, as defined in section 4-2-2 .A, or amendment of the ordinance, but no such use shall be extended to occupy any land outside such structure.
- D. If no structure alterations are made, any nonconforming use of the structure, or structures and premises, may be changed to another nonconforming use provided that the Board of Adjustment with jurisdiction on the property shall find

that the proposed use is equally appropriate or more appropriate to the district than the existing nonconforming use. In permitting such change, the Board of Adjustment with jurisdiction on the property may require appropriate conditions and safeguards in accordance with the provisions of this chapter. Any proposed change from one nonconforming use to another nonconforming use shall be processed and reviewed in accordance with city code section 4-4-1.

1. The nature and purpose of the existing nonconforming use;
2. The difference in quality and character of the proposed use;
3. The difference in the degree of the use of the proposed use, including but not limited to hours of operation and parking requirements;
4. The reasons for the proposed change; and
5. The overall impact of the proposed use on the surrounding property.

E. Any structure, or structures and land in combination, in or on which a nonconforming use is superseded by a permitted use, shall thereafter conform to the regulations for the district in which such structure(s) is located, and the nonconforming use may not be thereafter resumed.

F. When a nonconforming use of a structure, or structures and premises in combination, is discontinued or abandoned for one (1) year or more, the structure, or structures and premises in combination, shall not thereafter be used except in conformance with the regulations of the district in which it is located. Abandonment shall include, but not be limited to, cessation of the use for one (1) year or more. The owner, occupant or user shall have the burden to show that the structure, lot or use was lawfully established.

G. Where nonconforming use status applies to a structure and premises in combination, removal or destruction of the structure shall eliminate the nonconforming status of the land. Destruction for the purpose of this subsection is defined as damage to an extent of more than fifty (50) percent of the replacement cost at the time of destruction.

HISTORY

Adopted by Ord. [1152](#) on 1/13/2009

4-11-2 General Requirements - Division Of Lots

No division of any lot may create a lot smaller than the applicable minimum size and dimensions as described within these Regulations. Application must be made for any proposed division of real property within the City limits of Lander. Any division shall follow the procedures laid out in the current City of Lander Subdivision Regulations and must be recommended by the Planning Commission and approved by City Council.

HISTORY

Amended by Ord. [1234](#) on 3/10/2020

4-11-3 General Requirements - Zone Lot For Structures

When several lots of a platted, recorded subdivision is under single ownership, the owner thereof may designate those lots as one zone lot constituting a single parcel of contiguous land. The outside boundaries of the zone lot shall conform to the platted lot lines of the recorded plat.

4-11-4 General Requirements - Home Business

A. Home business is defined in City Code 4-14-1.AD. The City of Lander may issue Home Business Permits upon the following conditions:

1. Such use shall be conducted entirely within a dwelling unit or accessory structure and carried on by the inhabitants living there and no others;
2. Such use shall be clearly incidental and secondary to the use of the dwelling unit for dwelling purposes and shall not change the residential character thereof.
3. The total area used for such purposes shall not exceed twenty (20) percent of the gross floor area of either the dwelling or up to 600 sq ft of an accessory structure.
4. There shall be no exterior storage on the premises of material or equipment used as a part of the home business.
5. There shall be no offensive noise, vibration, smoke, dust odors, heat or glare noticeable at or near the property line.
6. There shall be no traffic generated by the home business that would adversely affect the residential character more than would normally be expected in a residential neighborhood.
7. There shall be at least one off-street parking space provided for clientele.
8. No sign shall be allowed except for one non-illuminated name plate attached to the wall of the dwelling unit, showing name/occupation only, no larger than a square foot in area.

B. APPLICATION PROCEDURE: Those individuals that meet these requirements shall make application to the City Administration. If the applicant meets all the conditions in Section 4-11-4.A, above, the City Administration may grant or reject the permit without forwarding to the Board of Adjustments for action.

If the applicant does not meet all of requirements in Section 4-11-4.A. , they may apply for a Conditional Use Home Business permit through the Board of Adjustment with an application providing the following:

1. Where will such use be conducted?
2. How many employees are proposed?
3. Will this use change the residential character of the neighborhood? If not, why?
4. What is the percentage of the gross square footage of the area to be used for such?
5. Will there be exterior storage, if so please describe.
6. Will there be any of the following:
 - offensive noise;
 - vibration;
 - smoke;
 - dust;
 - odors; or
 - heat or glare noticeable at or near the property line.
7. What is the expected traffic for the home business?
8. Will there be a sign, please give location and dimensions of the sign.
9. What other issues exist with this proposed home business?

Home Business and home businesses may be reviewed and inspected by the City building inspector at any time to insure compliance. If three or more written complaints, from property owners within 400', are filed with the City of Lander, a public hearing before the Board of Adjustment shall be required to determine the continuance of the home business. Any expansion or alteration of existing uses must come before the Board of Adjustment for approval. The Board of Adjustment can grant or reject all applications.

HISTORY

Adopted by Ord. [1152](#) on 1/13/2009

4-11-5 General Requirements - Temporary Dwellings

No vehicle, accessory structure, or temporary structure shall be used for sleeping, eating or preparing of food for a period exceeding four (4) days – 96 hours. This section shall not apply within approved camper or trailer courts or campgrounds.

4-11-6 General Requirements - Access

All dwellings shall be located on lots with frontage on public streets, alleys that do not dead end within the block and shall have direct access from the streets suitable for servicing, fire protection and off-street parking.

HISTORY
Amended by Ord. [1152](#) on 1/13/2009

4-11-7 General Requirements - City Easements And Rights-Of-Way

Any fence, wall or hedge located within a street right-of-way or other City easement may be removed at the property owner's expense if necessary for utility and street maintenance or construction.

4-11-8 General Requirements - Accessory Uses

- A. Any use which complies with all of the following conditions may be operated as an accessory use:
 - 1. is clearly incidental and customary to and commonly associated with the operation of the permitted use;
 - 2. is operated and maintained under the same ownership and on the same lot as the permitted use;
 - 3. does not include structures or structural features inconsistent with the permitted use;
 - 4. does not include residential occupancy;
 - 5. if operated wholly or partly within a structure containing the permitted use, the gross floor area utilized by the accessory use shall not exceed 30% of the gross floor area of the permitted use;
 - 6. if in a separate, detached structure from a permitted use, the gross floor area devoted to the accessory use shall not exceed the gross floor area as defined in the International Residential Code (IRC).
 - 7. home business, provided the conditions set forth under Section 4-11-4 are met;
 - 8. in all districts, accessory structures shall be located behind the setback line, as defined that that district's regulations from all streets;
 - 9. in all residential districts the following setback regulations shall apply side yard five feet, rear yard five feet.
 - 10. maximum height of detached accessory structures: 20 feet.
 - 11. General Requirements for Portable and Temporary Storage Structure
 - a. Portable storage structures shall be considered an accessory structure in a residential district. A placement permit from City Administration shall be issued prior to placing a portable structure. Such structure shall not be placed on any lot or in any street without the lot owner, renter, or assignee first obtaining the

placement permit

- (1) Portable storage structures placed for more than 90 days shall not be placed over or within any platted utility easement or any other permanent easement of record.
 - (2) Setbacks for all portable storage structures placed for more than 90 days in all residential districts shall meet the setbacks as required in Section 4-11-8 of this code.
- b. Temporary Storage structures shall not be placed on any lot or in any street without the lot owner, renter, or assignee first obtaining the placement permit. Such permit will regulate the placement of the temporary structure to be located in either the street, City ROW, front yard, driveway, or side yard of the primary structure.
- (1) Temporary storage structures shall not be placed over or within any platted utility easement nor any other easement of record without express permission stated on the acquired permit as issued.
 - (2) Setbacks for all temporary portable storage structures in all residential districts shall be the setbacks as required in Section 4-1-8 of this code.
- c. For construction projects requesting a building permit, temporary storage structures may be added to the building permit. Under these conditions, temporary storage structures shall be removed prior to issuing the occupancy permit.

HISTORY

Amended by Ord. [2022-1](#) on 7/12/2022

4-11-9 General Requirements - Clear Vision Area

Except in the C District, a clear vision area shall be maintained at all intersections so that traffic is clearly visible from two and one-half feet to eight feet above the center grade of the street within an area described by an isosceles triangle in which the equal sides are congruent with the intersection curb lines and are 15 feet in length in all zoning districts, except that in residential zones the length shall be 30 feet. (see Drawing 1.)

4-11-10 General Requirements - Off-Street Parking And Loading Requirements

A. The following general requirements shall apply:

- 1. off-street parking and loading shall be provided and maintained as

required by this Section for all permitted uses which are established after the effective date of this ordinance;

- 2. these requirements shall not be retroactive to permitted uses existing on the date this ordinance becomes effective but shall apply to any expansion of these uses which occurs after that date;
- 3. in residential districts, required off-street parking shall be provided on the same lot to which the parking pertains. In other districts, such parking may be provided either on the same lot or on another lot in the R-5 or P-L Districts, located not farther than 1,000 feet from the structure or use they are required to serve;
- 4. groups of more than four parking spaces shall be designed so that no backing movements onto a street will be required;
- 5. no structure shall be erected or enlarged, nor shall any use be enlarged, if such action will eliminate the required off-street parking areas.
- 6. The requirements of 4-11-10, may be waived at the discretion of the Planning Commission with regards to structures with frontage on Main, Lincoln or Garfield Streets located between First Street and Ninth Street.
- 7. The businesses within the Lander Business Park will be allowed to count overflow off-street parking for their total parking spaces per use.

B. Off-street parking and loading will be designed, used and maintained in accordance with the following specifications:

- 1. individual off-street parking spaces shall be at least nine feet wide and 18 feet long;
- 2. individual off-street loading spaces shall be located only in side or rear yards of the lot and shall be at least 12 feet wide, 50 feet long and have a minimum height clearance of 14 feet;
- 3. areas used for required parking and maneuvering of vehicles shall have an all-weather surface of asphalt or concrete or alternatives approved by the Planning Commission and shall be designed in a manner which avoids the flow of water across public sidewalks;
- 4. each parking or loading space must be usable and readily accessible and arranged so that no part of any parked vehicle extends beyond the property line;
- 5. required parking and loading areas shall be provided with designated entrances and exits located so as to minimize traffic congestion and avoid undue interference with public use of streets, alleys and walkways;
- 6. parking and loading areas provided in accordance with the requirements of this ordinance shall not be used for the sale, repair, assembly or

disassembly, storage or servicing of vehicles or equipment.

C. At the time a structure is being erected or enlarged, or the use of an existing structure is changed, off-street parking spaces shall be provided as follows:

1. Home business - 1 per 200 sq. ft. or fraction thereof;
2. There shall be provided off-street parking spaces described as follows:
(garage may be counted as a parking space)

Dwellings shall be as follows:

One Bedroom Residences – 1 space
Two Bedroom Residences – 1.5 spaces
Three Bedroom Residences – 1.75 spaces
Four Bedrooms and Over – 2 spaces

3. Boarding houses - 1 per each sleeping or living unit.
4. Retirement homes, housing project for senior citizens - .5 per dwelling unit plus 1 for manager.
5. Motel or hotel - 1 per sleeping room plus 1 for manager.
6. Clubs or lodgers - Spaces to meet the combined requirements of the uses being conducted such as hotel, restaurant, auditorium, etc.
7. Convalescent hospital, nursing home - .4 X lawful number of occupants plus 1 per each staff member on duty on maximum shift.
8. Hospital - 1 per bed plus .75 X maximum number of employees on duty on a maximum shift.
9. Churches - .35 X seating capacity of sanctuary.
10. Preschool, nursery or kindergarten - 2 spaces per employee.
11. Elementary or junior high school - 1 per each employee and each faculty member
12. High school and vocational schools - 1 per each employee and each faculty member plus 1 per five students.
13. Stadia, areas, theaters, auditoriums or meeting rooms - .35 X seating capacity or, if no fixed seats, 1 space per 50 square feet of floor area.
14. Bowling Alley - 5 per lane.
15. Dance Hall or skating rink - 1 per 80 square feet of floor area.
16. Retail and repair shops, including shoe repair, contractors' showrooms, galleries, structure material supply stores, package beverage stores with no seating - 1 per 1000 square feet of floor area plus one per three

employees.

- 17. Restaurants and beverage establishment with seating 1 per 100 sq ft of customer floor area;
 - 18. Barber shops and Cosmetology Shop - 1 plus 1.5 per chair;
 - 19. Banks and business or professional offices (except medical and dental clinics) - 1 per 300 square feet of floor area.
 - 20. Medical and dental clinics - 2 per staff person.
 - 21. Gas stations - 1 per nozzle plus 2 per lift (in addition to stopping places adjacent to pumps).
 - 22. Mortuary - 1 space per 4 seats or 8 feet of bench length in the chapel.
 - 23. Laundromats - .5 per machine.
 - 24. Other retail and service establishments - 1 per 300 square feet of floor area and outdoor sales space.
 - 25. Warehouses, storage and wholesale business, and freight terminals – 2 spaces plus, 1 space per employee on maximum shift. And sufficient space to park all company owned or leased vehicles, including passenger auto manufacturers, trucks, tractors, trailers and similar company owned or leased motor vehicles.
 - 26. Manufacturing uses, research testing and processing, assembly, all industries - 1 X number of employees on a maximum shift.
 - 27. Uses not specified - Shall be determined by the City Administration in accordance with the most recently adopted National Codes.
 - 28. Gaming, one space per every 75 square feet of gaming area or any portion thereof.
- D. Where calculation in accordance with the foregoing list results in requiring a fractional space, any fraction less than one-half shall be disregarded and any fraction of one-half or more shall require one space.
- E. When it is alleged that the minimum off-street parking standards will create an unnecessary hardship on the property owners, application may be made to the Board of Adjustment for a variance in the minimum off-street parking requirements. In lieu of meeting such off-street parking requirements and after the Board of Adjustment does not grant relief there-from, either in whole or in part, the property owners shall pay reasonable costs to the City for each required parking space of which the owner may be unable to provide. The cost of those spaces shall be per square foot of current market value for property in that area. Such funds shall be kept in a separate fund and used by the City only for the purpose of purchasing off-street parking and the development of

walk/bike ways within the City.

- F. At least the following amounts of off-street loading shall be provided, plus an area adequate for maneuvering and walk/bike ways, ingress and egress:

Number of Spaces	Gross Floor Area in Square Feet
1	3,000 to 20,000
2	20,000 to 40,000
3	40,000 to 60,000
4	60,000 to 80,000
5	80,000 to 100,000
6	100,000 to 150,000

One additional space shall be provided for each 50,000 square feet above 150,000 square feet. If parking is 20 or more spaces a green area and/or snow dump area must be provided on the premises.

HISTORY

Amended by Ord. [1022](#) on 3/28/2000

Amended by Ord. [1039](#) on 4/10/2001

Amended by Ord. [1152](#) on 1/13/2009

Amended by Ord. [1198](#) on 10/27/2015

4-11-12 General Requirements - Street Addressing

- A. All persons owning, occupying or managing any structure or structure within the corporate limits of the City which are situated upon lands adjacent to a platted street shall obtain a number for such structure or structure from the City Clerk and shall display such assigned number upon said structure, structure or other place so as to be clearly visible from the street.
- B. Any person, before constructing any dwelling or place of business within the city, shall before commencing such structure make an application to the city clerk for a number for such proposed structure and the city clerk shall allot a number therefore; the person shall within ten (10) days after completion thereof have such number attached thereto, as herein provided. In allotting and designating numbers for all dwellings and places of business, hereunder, the city clerk shall allot such numbers as shall most nearly express the location of the structure on the street and in the block where the same is situated.
- C. The number, when so assigned, shall then be placed upon the structure or structure, by the owner thereof, so as to be plainly visible from the street that the structure or structure faces upon, either by constructing thereon prepared Arabic numbers, or by painting such Arabic numbers thereon in such size as to be

readily discernible from such street, but said numbers shall not be less than two (2) inches in width and not less than three (3) inches in height.

- D. Every trailer court or manufactured home park shall designate a lot number to each lot in said court or manufactured home park and provide the same to the city clerk. Each trailer house or manufactured home shall have placed upon it the lot number in which it is located so as to be plainly visible from the street that the trailer house or manufactured home faces in a manner as herein provided. No other numbers shall be affixed in the location of the lot number.
- E. Nothing in this ordinance shall in any way affect numbers of structures or structures previously assigned by the city clerk, unless deemed by the city clerk to have been inappropriately assigned.
- F. It shall be unlawful for any person to place any number or other means of identification using numbers upon any structure, or other structure, within the City, as a means of identification of the location of such structure or other structure, unless such number shall have been procured under the provisions hereof and assigned to such owner, by the city clerk.

4-11-13 General Requirements - New And Modified Commercial Communication Towers And Antennas

Conditions for New and Modified Commercial Communication Tower/Antenna Placement - A new or modified communication tower and/or antenna may be permitted upon application to the Board of Adjustment and upon determination that all of the following conditions are met, as well as the conditions of City Code Section 4-6-1 Conditional Uses.

- A. Permitted Height - Commercial Communications Towers and Antennas, antenna and all related facilities mounted on structures, water tanks or other structures including free-standing or guyed communications Commercial Communications Towers and Antennas must not extend more than 100 feet from the surface of the ground.
- B. Specifications - Submission of one copy of typical specifications for proposed structures and antenna, including description of design characteristics and material. All tower designs must be certified by an engineer licensed to practice in the State of Wyoming to be structurally sound and at a minimum, in conformance with the City's structure code, and any other standard outline in this article.
- C. Site Plan - Submission of a site plan drawn to scale showing property boundaries, tower location, tower height, guy wires and anchors, existing structures, elevation drawings depicting typical design of proposed structures, parking, fences, landscape plan and existing land uses on adjacent property.
- D. Tower Location Map - Submission of a current map, or update for an existing

map on file, showing locations of applicant's antenna, facilities, existing Commercial Communications Towers and Antennas, and proposed Commercial Communications Towers and Antennas which are reflected in public records, serving any property within the city.

- E. Antenna Capacity/Wind Load - Submission of a report from a structural engineer registered in Wyoming that shows the tower antenna capacity by type and number and certification that the tower is designed to withstand winds in accordance with ANSI/EIA/TIA 222 (latest version) standards.
- F. Antenna Dimensions:
 - 1. Omni-Directional (whip) antennas and their supports must not exceed 15' in height and 3" in diameter and must be constructed of a material or color which matches the exterior of the structure.
 - 2. Directional or Panel antennas and their supports must not exceed 8' in height or 2.5' in width and must be constructed of materials and coloration which achieves maximum compatibility and minimum visibility.
 - 3. Satellite and microwave dish antennas located below sixty-five (65) feet above the ground may not exceed six (6) feet in diameter. Satellite and dish antennas located sixty-five (65) feet and higher above the ground may not exceed eight (8) feet in diameter.
- G. Antenna Owners – The applicant shall show identification of the owners of all antenna and equipment to be located at the site as of the date of application. A copy will be on file at City Hall and must be updated with each additional participant or change of ownership.
- H. Owner Authorization - Written authorization from the site owner for the applications.
- I. FCC License - A copy of a valid FCC license for the proposed activity, or proof that the applicant is the winning bidder for an FCC license at auction and that the final issuance of the FCC license purchased at auction is pending.
- J. Removal Agreement - A written agreement to remove the tower and/or antenna within 180 days of cessation of use along with a performance bond in an amount equal to the estimated removal costs. The performance bond shall be adjusted yearly for cost of living increases according to the Bureau of the Census Cost of Living.
- K. Need for Location - Applicant must show that the proposed antenna and equipment could not be placed on a pre-existing facility and function under applicable regulatory and design requirements without unreasonable modification. A permit for a proposed tower within 1,000 feet of an existing tower will not be granted unless the applicant certifies that the existing tower does not

meet the applicant's structural specifications or technical requirements, or that a co-location agreement could not be obtained at commercially reasonable terms and conditions, including price.

- L. Design for Multiple Use - Applicant must show that a new tower is designed to accommodate the applicant's potential future needs, to the extent that those future needs may be determined at the time of application.
- M. Safety Codes - All City of Lander structure and safety codes must be met and the site will be inspected upon completion by the city of Lander Structure Inspector.
- N. Aesthetics: Commercial Communication Towers and Antennas shall meet the following requirements:
 - 1. Signs - No commercial signs or advertising shall be allowed on a tower or antenna including the base of the tower/antenna.
 - 2. Vandalism to include graffiti - Any vandalism, graffiti or other unauthorized inscribed materials shall be removed or otherwise covered in a manner substantially similar to and consistent with the original exterior finish.
 - 3. Alternative tower structure to include man-made trees, towers, bell steeples, light poles and similar alternative-design mounting structures that camouflage or conceal the presence of antennas or towers are desirable. When camouflaging is not feasible selection shall include materials, colors, textures, screening and or landscaping that will blend towers into the natural setting and surrounding structures.
- O. Fencing - An eight (8) foot fence or wall constructed for safety and to shield against vandalism, shall be required around the base of any tower or antenna.
- P. Annual Registration Requirement - To enable the City of Lander to insure safety requirements of commercial communication towers and antennas with the City limits, on an annual basis, no later than June 30 each year, the owner/operator shall submit documentation to the City Clerk's office providing:
 - 1. Certification in writing that the commercial communication tower/antenna conforms to the requirements of the Uniform Structure Code and all other construction standards set for by the City Code, federal and state law by filing a sworn and certified statement by an engineer, certified in Wyoming, to that effect. The commercial communication tower/antenna owner/operator may be required by the City to submit more frequent certification should there be reason to believe that the structural and electrical integrity of the tower/antenna is jeopardized. The City reserves the right upon reasonable notice to the owner/operator of the tower/antenna to conduct inspections for the purpose of determining whether the tower/antenna facility complies with the City of Lander

adopted structure and safety codes and all other construction standards provided by local, state and federal laws.

- 2. The name, address and telephone number of any new owner, if there has been a change of ownership of the tower/antenna.
- 3. The name, address and telephone number of the operator.

HISTORY

Amended by Ord. [1031](#) on 10/24/2000

Amended by Ord. [1098](#) on 5/10/2005

Amended by Ord. [1152](#) on 1/13/2009

4-12-1 District Regulations - Agricultural District (A)

- A. Intent. This district is intended to provide for a compatible mixture of single family residential dwellings and agricultural uses at a density slightly lower than that for single family districts alone, plus accessory public and semi-public uses offering services to the surrounding areas. This zone encourages animal husbandry, agriculture, viniculture, horticulture, aquaculture and family or small commercial farming. Such areas will by nature be on the outer fringes of the City.
- B. Permitted Uses. The following uses may be operated as permitted uses in the district:
 - 1. single family detached dwellings;
 - 2. manufactured homes;
 - 3. agricultural (shall include horticultural uses, nurseries and the production of crops and livestock).
- C. Permitted Accessory Uses: Any use which complies with all of the following conditions may be operated as an accessory use:
 - 1. is clearly incidental and customary to and commonly associated with the operation of the permitted use;
 - 2. is operated and maintained under the same ownership and on the same lot as the permitted use;
 - 3. does not include structures or structural features inconsistent with the permitted use;
 - 4. to include one secondary residential unit;
 - 5. if operated wholly or partly within a structure containing the permitted use, the gross floor area utilized by the accessory use shall not exceed 30% of the gross floor area of the permitted use;

- D. Minimum area of lot: 1 acre.
- E. Minimum width of lot: 100 feet.
- F. Minimum setback requirements for structures:
 - 1. front yard: 33 feet;
 - 2. side yard: 12 feet;
 - 3. rear yard: 20 feet;
 - 4. side yard on flanking street or corner lot: 28 feet;
 - 5. When a lot or parcel of ground in the district adjoins a residential district, the setback requirements that apply to the yard area of that residential district shall be required.
- G. Maximum Number of single family or manufactured homes per lot: one per lot.
Maximum number of agricultural structures: three per acre.
- H. Maximum Height of Structures: 30 feet.

HISTORY
Amended by Ord. [1152](#) on 1/13/2009

4-12-2 District Regulations - Single Family Residential District (R-1)

- A. Intent. This district is intended to be applied to lands which are suitable for low density residential development within the existing community. The district also allows uses which are compatible with and provide support to a low density residential environment.
- B. Permitted Uses. The following uses may be operated as permitted uses in the district:
 - 1. single family detached dwellings;
 - 2. churches;
 - 3. public or private grade schools;
 - 4. public park, playground or other public recreational facilities.
- C. Conditional Use:
 - 1. Childcare;
 - 2. home business. (Section 4-12-3(C) amended by Ordinance 855, effective 4-23-91.)
 - 3. bed and breakfast/short-term rental

- 4. mortuary/crematory
 - 5. related uses of similar type as approved by the Board of Adjustment.
- D. Permitted Accessory Uses. Any use which complies with all of the conditions set forth under Section 4-11-8 may be operated as an accessory use to a permitted use.
- E. Minimum Area of Lot: 7,500 square feet.
- F. Minimum Width of Lot: 50 feet at front setback line.
- G. Minimum Setback Requirement for Principle Structures:
- 1. front yard: 33 feet;
 - 2. side yard: 12 feet;
 - 3. rear yard: 20 feet or 20% of lot depth, whichever is smaller;
 - 4. side yard flanking street on corner lot : 28 feet;
 - 5. encroachment into the front yard setback and any side yard flanking street setbacks to within 18 feet of the curb line is permitted for use of a covered or uncovered porch or deck structure. That portion of the porch or deck structure within the setback area shall not be enclosed and in no case shall it be allowed beyond the property line.
- H. Maximum Number of Structures Containing Permitted Use Per Lot: one per lot.
- I. Maximum Height of Principle Structure: 30 feet.
- J. Maximum Lot Coverage: 40%.

HISTORY

Amended by Ord. [1152](#) on 1/13/2009
Amended by Ord. [1198](#) on 10/27/2015
Amended by Ord. [1236](#) on 11/10/2020

4-12-3 District Regulations - Single And Multi-Family Residential District (R-2)

- A. Intent. This district is intended to provide for a compatible mixture of single and two family dwellings at a density slightly higher than that for single family districts alone, plus the accessory public and semi-public uses offering services to the surrounding area.
- B. Permitted Uses. The following uses may be operated as permitted uses in the district:
- 1. single family detached dwellings;
 - 2. two-family dwellings;

3. multi-family dwellings;
4. churches;
5. private or public elementary and secondary schools;
6. public park, playground and other public recreational facilities.

C. Conditional Uses:

1. Childcare;
2. Foster care;
3. home business;
4. bed and breakfast/short term rental;
5. mortuary/crematory
6. related uses of a similar type as approved by the Board of Adjustment

D. Permitted Accessory Uses. Any use which complies with all of the conditions set forth under Section 4-11-8 may be operated as an accessory use to a permitted use.

E. Minimum Area of Lot.

1. The lot on which there is erected a detached single-family dwelling, childcare facility, foster home, or group foster home shall contain an area of not less than 3,750 square feet.
2. The lot on which there is erected a two-family or multi-family dwelling shall contain an area of not less than 1,875 square feet per dwelling unit and no less than 3,750 square feet in total.
3. The lot on which there is erected any other permitted use in the district shall contain an area of not less than 3,750 square feet.

F. Minimum Width of Lot: 50 feet at front setback line.

G. Minimum Setback Requirements for Principle Structures:

1. front yard: 28 feet;
2. side yard: 10 feet; except that there shall be no side yard set back for the common wall side yard of a two-family dwelling, where each living unit, and 1/2 the land upon which the two-family dwelling is located, are sold separately, provided that the following criteria are met on each family dwelling:
 - a. all provisions of the Uniform Structure Code and Uniform Fire Code are complied with, including but not limited to, an

- appropriate fire wall; and
- b. each family dwelling unit is served by a separate water and sewer line.
- 3. rear yard: 20 feet or 20% of lot depth, whichever is smaller;
- 4. side yard on flanking street on corner lot: 23 feet;
- 5. encroachment into the front yard setback and any side yard flanking street setbacks to within 18 feet of the curb line is permitted for use of a covered or uncovered porch or deck structure. That portion of the porch or deck structure within the setback area shall not be enclosed and in no case shall it be allowed beyond the property line.

H. Maximum Number of Structures Containing Permitted Use Per Lot: one per lot.

I. Maximum Height of Principle Structures: 30 feet.

J. Maximum Lot Coverage:

- 1. detached single family dwellings, childcare, foster care: 40%.
- 2. two-family dwellings, multi-family dwellings, and other permitted uses in the district: 50%.

HISTORY

Amended by Ord. [1023](#) on 3/14/2000
 Amended by Ord. [1152](#) on 1/13/2009
 Amended by Ord. [1198](#) on 10/27/2015
 Amended by Ord. [1236](#) on 11/10/2020

4-12-4 District Regulations - Single And Multi-Family Residential District (R-3)

- A. Intent. This district is intended to provide for a compatible mixture of single on up to four family dwellings at a density slightly higher than that for single family districts alone, plus the accessory public and semi-public uses offering services to the surrounding area.
- B. Permitted Uses. The following uses may be operated as permitted uses in the district:
 - 1. single family detached dwellings;
 - 2. two-family dwellings;
 - 3. multi-family dwellings (up to four units);
 - 4. manufactured homes on privately owned lots;
 - 5. manufactured home parks: Minimum Area: For the first two (2)

manufactured homes there shall be provided an area not less than seven thousand five hundred (7,500) square feet. For each manufactured home after the first two, there shall be provided an area not less than three thousand seven hundred fifth (3,750) additional square feet per manufactured home.

- 6. churches;
- 7. public or private elementary and secondary schools;
- 8. public parks, playground and other public recreational facilities.

C. Conditional Uses:

- 1. Childcare;
- 2. Foster care;
- 3. recreational vehicle and campground district; (See district regulations 4-13-1)
- 4. home business;
- 5. bed and breakfast/ short-term rental
- 6. mortuary/crematory
- 7. related uses of a similar type as approved by the Board of Adjustment.

D. Permitted Accessory Uses. Any use which complies with all of the conditions set forth under Section 4-11-8 may be operated as an accessory use to a permitted use.

E. Minimum Area of Lot

F. (i) The lot on which there is erected a detached single family dwelling, manufactured home or other permitted use of the district shall contain an area not less than 3,750 square feet. (ii) The lot on which there is erected a two-family dwelling shall contain an area not less than 3,750 square feet. (iii) The lot on which there is erected a multi-family dwelling shall contain an area not less than 1,250 square feet per dwelling unit and no less than 3,750 square feet in total

G. Minimum Width of Lot:

- 1. detached single family dwelling,
- 2. manufactured homes, multi-family dwellings: 50 feet at front setback line.

H. Minimum Setback Requirements for Principle Structures:

- 1. front yard: 20 feet;

2. side yard:

- a. Single-family dwelling: 10 feet
- b. Multi-family dwelling: 10 feet, except that there shall be no side yard set back for the common wall of a two-family dwelling, where each living unit, and ½ the land upon which the two-family dwelling is located, are sold separately, provided that the following criteria are met on each family dwelling:
 - (1) all provisions of the International Residential Code and International Fire Code are complied with, including but not limited to, an appropriate fire wall; and
 - (2) each family dwelling unit is served by a separate water and sewer line.
- c. spacing for manufactured home park: 15 feet spacing between all sides of the interior dwelling units that are not otherwise required to meet the setback from the front, side, or rear lot line.
 - (1) all provisions of the International Residential Code Appendix E is complied with, and
 - (2) each family dwelling unit is served by a separate water and sewer line.

3. rear yard: 20 feet or 20% of lot depth whichever is smaller;

4. side yard on flanking street or corner lot: 23 feet;

5. encroachment into the front yard setback and any side yard flanking street setbacks to within 18 feet of the curb line is permitted for use of a covered or uncovered porch or deck structure. That portion of the porch or deck structure within the setback area shall not be enclosed and in no case shall it be allowed beyond the property line.

I. Maximum Number of Structures Containing Permitted Uses Per Lot: two per lot.

J. Maximum Height of Principle Structures: 30 feet.

K. Maximum Lot Coverage:

- 1. detached single family dwellings, manufactured homes: 40%.
- 2. multi-family dwellings, all other permitted uses in District: 50%.

HISTORY

Amended by Ord. [1023](#) on 3/14/2000

Amended by Ord. [1152](#) on 1/13/2009

Amended by Ord. [1198](#) on 10/27/2015
Amended by Ord. [1236](#) on 11/10/2020
Amended by Ord. [2022-1](#) on 7/12/2022

4-12-5 District Regulations - Multi-Family Residential District (R-5)

A. Intent. This district is intended to provide for a compatible mixture of single and multi-family dwellings at a density higher than that for single and two family districts alone, plus the accessory public and semi-private uses offering services to the surrounding area.

B. Permitted Uses. The following uses may be operated as permitted uses in the district:

1. single family detached dwellings;
2. two-family dwellings;
3. multi-family dwellings;
4. churches;
5. public or private elementary or secondary schools;
6. public park, playground and other public recreational facilities;
7. office space for a single user;
8. family day care home;
9. professional structures;

C. Conditional Uses:

1. Childcare;
2. Foster care;
3. clinics and nursing homes;
4. motels;
5. related uses of a similar type as approved by the Board of Adjustment;
6. recreational vehicle and campground district; (*see district regulations 4-14-1.*)
7. home business.
8. bed and breakfast/short-term rental;
9. restaurant;
10. civic or community center;

11. mortuary/crematory

D. Restrictions on use - Uses shall be subject to the following restrictions and limitations to preserve and enhance desirable neighborhood qualities:

1. Multiple Uses. Any number of permitted uses may be allowed on a single lot/development pad provided the specific use of some lots/development pads or structures may be limited based on access, parking limitations, or potential impacts to adjacent residential uses.
2. Storage Uses. Storage shall be limited to accessory storage of commodities sold at retail on the premises. All storage shall be completely enclosed within a structure unless otherwise approved by the planning commission. No commercial storage facility will be allowed.
3. Walls/Fences Between differing Use Districts. A six-foot-high solid wall/fence/screening or other approved buffer shall be constructed and maintained on all property lines which abut a residential use or zone district unless the property is separated from the residential use or zone district by a public road or alley. Walls or fences may be required to be set back from streets and alleys so as not to obstruct views.
4. Hours of Operation. No business shall be open to the public between the hours of ten p.m. and seven a.m. without a conditional use permit.
5. Uses in Structures. All uses shall be operated primarily within an enclosed structure. Limited seasonal outdoor displays and sales may be permitted if approved in the site plan review or by the Planning Commission.
6. Loading Areas Screened. All loading areas shall be screened from public view or from view from any adjacent residential use or zone district by a maintained wall or screened fence not to exceed ten feet in height.

E. Permitted Accessory Uses. Any use which complies with all of the conditions set forth under Section 4-11-8 may be operated as an accessory use to permitted use.

F. Minimum Area of Lot.

1. The lot on which there is erected a detached single family dwelling, manufactured home or other permitted use of the district shall contain an area not less than 3,750 square feet.
2. The lot on which there is erected a two-family dwelling shall contain an area not less than 3,750 square feet.
3. The lot on which there is erected a multi-family dwelling shall contain an area not less than 1,250 square feet per dwelling unit and not less than

3,750 square feet in total.

G. Minimum Width of Lot: 50 feet from front setback line.

H. Minimum Setback Requirements for Principle Structures:

1. front yard: shall be 12 feet or within deeded property and shall be no closer than the setback;
2. side yard: 5 feet; except that there shall be no side yard set back for the common wall side yard of a two-family dwelling, where each living unit, and 1/2 the land upon which the two-family dwelling is located, are sold separately, provided that the following criteria are met on each family dwelling:
 - a. all provisions of the Uniform Structure Code and Uniform Fire Code are complied with, including but not limited to, an appropriate fire wall; and
 - b. each family dwelling unit is served by a separate water and sewer line.
3. rear yard: 10 feet or 20% of lot depth, whichever is smaller;
4. side yard on flanking street on corner lot: shall be 12 feet or within deeded property and shall be no closer than the setback; (City Code Section 4-11-9 must also be met)

I. Maximum Number of Structures Containing Permitted Use per Lot: two per lot or as otherwise provided herein.

J. Maximum Height of Principle Structures: Three stories, not to exceed 40 feet.

K. Maximum Lot Coverage: 60%.

HISTORY

Amended by Ord. [1023](#) on 3/14/2000

Amended by Ord. [1152](#) on 1/13/2009

Amended by Ord. [1198](#) on 10/27/2015

Amended by Ord. [1236](#) on 11/10/2020

4-12-6 District Regulations - Single Family, Multi-Family Residential And Medical Services District (R-MED)

A. Intent. This district is intended to provide a compatible mixture of single and multi-family dwellings and general medical services at a density slightly higher than for single family districts alone, plus accessory public and semi-public uses offering services to the surrounding area.

B. Permitted Uses. The following uses may be operated as permitted uses in the

district:

1. single family detached dwelling;
2. two-family dwellings;
3. multi-family dwellings (up to four units);
4. churches;
5. public or private elementary and secondary schools;
6. public park, playground and other public recreational facilities;
7. assisted living facility. (*Section 4-12-8(B) amended Ordinance 895 effective 4-12-93*)
8. parking lots.

C. Conditional Uses:

1. Childcare;
2. Foster care;
3. medical clinics*;
4. hospitals*;
5. nursing homes*;
6. offices and office structures;
7. home business.
8. mortuary/crematory

*If this use encompasses two (2) structures or more on one (1) lot or is housed in one (1) structure having an area of twenty thousand (20,000) square feet or more, it shall only be reviewed by the Planning Commission through the Development Plan process as outlined under Section 4-11-11 of this ordinance. (*Section 4-12-8(C) amended by Ordinance 887 effective 11-30-92*)

D. Permitted Accessory Uses. Any use which complies with all of the conditions set forth under Section 4-11-8 may be operated as an accessory use to a permitted use.

E. Minimum Area of Lot. The lot on which there is erected a detached single family dwelling, childcare, foster care, or medical clinics and all other permitted uses shall contain an area of not less than 6,000 square feet. The lot on which there is erected a multi-family dwelling shall contain an area not less than 4,000 square feet for each of the first two units, plus 3,000 square feet for each

additional unit.

F. Minimum Width of Lot: 50 feet front setback line.

G. Minimum Setback Requirements for Principal Structures:

1. front yard: 28 feet;
2. side yard: 10 feet;
3. rear yard: 20 feet or 20% of lot depth, whichever is smaller;
4. side yard on flanking street or corner lot: 23 feet.

H. Maximum Number of Structures Containing Permitted Use Per Lot: one per lot or as otherwise provided herein.

I. Maximum Height of Principle Structures: 30 feet.

J. Maximum Lot Coverage:

1. detached single family dwelling, childcare, foster care, or medical clinics: 40%.
2. multi-family dwellings, all other permitted uses in the district: 50%.

HISTORY

Amended by Ord. [1023](#) on 3/14/2000

Amended by Ord. [1152](#) on 1/13/2009

Amended by Ord. [1198](#) on 10/27/2015

4-12-7 District Regulations - General Commercial District (C)

A. Intent. This district is intended to provide locations for all retail, commercial, institutional and office uses necessary for a community.

B. Permitted Uses. The following uses may be operated as permitted uses in the district:

1. small business machine sales, repair and service;
2. amusement place (not to include adult rated book store or uses of similar type);
3. antique shop and store, providing all merchandise is displayed and sold inside a structure;
4. apparel and accessory store;
5. art and art supply stores;
6. auditorium and similar places of public assembly;
7. automobile and manufactured home sales, service and repair, new and

- used;
8. auto supply store;
 9. banks and other savings and lending institutions;
 10. barber and beauty shops;
 11. bicycle shop;
 12. books and stationery store;
 13. business and technical school and school for photography, music and dancing;
 14. carpenter and cabinet shop;
 15. church and parish house;
 16. cigar and tobacco store;
 17. clothing and costume rental;
 18. commercial recreation use;
 19. commercial storage facilities;
 20. custom dressmaking, furrier, millinery, or tailor shop;
 21. delicatessen and catering establishment;
 22. department store;
 23. drug store and prescription shop;
 24. dry good and notion store;
 25. dry cleaning and laundry establishment,;
 26. electric repair shop (household appliances);
 27. fire station, police station and jail;
 28. fix-it shop (radio, television, and small household appliances repair);
 29. florist and gift shop;
 30. furniture and home furnishing store;
 31. garden shop;
 32. garage (public and private);
 33. gasoline filling station;
 34. greenhouse and nursery (place where young trees or other plants are raised for experimental purposes for transplanting, or for sale);

35. grocery store (including retail meat markets and produce stores);
36. hardware store;
37. hobby, stamp and coin store;
38. hotel and motel;
39. household appliance store;
40. implement sales and service;
41. interior decorator's shop;
42. jewelry and metal craft store;
43. leather goods and luggage store;
44. library and museum;
45. lock and key shop;
46. lumber yard;
47. mail order catalog store;
48. medical, dental and health clinic;
49. medical and orthopedic appliance store;
50. messenger or telegraph service station;
51. mortuary/crematory
52. music instrument sales and repair shop;
53. music studio, radio and television store;
54. newspaper office;
55. newsstand;
56. offices and office structure;
57. office supply and office equipment store;
58. optician and optometrists shop;
59. package liquor store;
60. paint store;
61. parking of vehicles;
62. pawn shop;
63. pet shop;
64. photographic equipment and supply store;

65. photographic studio;
66. picture frame shop;
67. plumbing shop;
68. printing and publishing house (including newspapers);
69. private club, fraternity, sorority and lodge;
70. public or private school for elementary or secondary education;
71. radio and television studio;
72. rental store;
73. restaurant and tea room (including "drive-ins");
74. self-service laundry;
75. sewing machine store;
76. sheet metal shop;
77. shoe store;
78. shoe repair and shoe shine shop;
79. short-term rentals
80. single & multi-family dwellings;
81. sporting and athletic goods store;
82. tailor shop;
83. tavern or lounge;
84. theater, including drive-in theater;
85. tire repair shop;
86. tinsmith shop;
87. toy store;
88. travel agency;
89. variety store and shop;
90. veterinary clinic, providing all animal runs or observation pens are completely enclosed;
91. vocational school;
92. wallpaper store and shop;
93. watch repair shop;

- 94. wholesale establishment;
- 95. essential public utility and public service installation;

C. related uses of similar type as determined by the Board of Adjustment;

D. Minimum Area of Lot: None

E. Minimum Width of Lot: 30 feet on public street

F. Minimum Setback Requirements for Principal Structures:

- 1. front yard: 8 feet;
- 2. side yard on flanking street on corner lot: 8 feet.
- 3. When a lot or parcel of ground in the district adjoins a residential district, the setback requirements that apply to the yard area of the residential district shall be required, otherwise no setbacks would be required.
- 4. When a parcel of ground or lot adjoins a residential district at the rear yard, a six foot high solid wall/fence or other approved buffer shall be required.

G. Maximum Height of Structures: 45 feet

H. Conditional Uses:

- 1. Recreational vehicle and campground district (see district regulations 4-13-01);
- 2. gaming (subject to the mandatory conditions et forth in 4-16-1; and the off-street parking requirement of 4-11-10(C);
- 3. commercial communications towers and antennas;
- 4. Child Care;
- 5. Foster care
- 6. related uses of similar type as approved by the Board of Adjustment

HISTORY

Amended by Ord. [1023](#) on 3/14/2000

Amended by Ord. [1152](#) on 1/13/2009

Amended by Ord. [1198](#) on 10/27/2015

4-12-8 District Regulations - Manufacturing And Light Industrial District (M-1)

A. Intent. This district is intended to allow a compatible mixture of light industrial uses which do not require intensive land coverage, generate large volumes of traffic or create obnoxious sounds, glare, dust or odors. District regulations

insure compatibility with adjacent or nearby residential areas.

B. Permitted Uses. The following uses may be operated as permitted uses in this district:

1. airport;
2. animal hospital, providing it is completely enclosed in a structure;
3. assembly or fabrication from component parts or from materials already processed or manufactured into their final usable state;
4. armory;
5. automobile repair;
6. bottling plant;
7. structure material storage or sales (except for ready-mix concrete);
8. carpenter, cabinet, plumbing or sheet metal shop;
9. contractor's yard for vehicles, equipment and supplies;
10. dry cleaning or laundry plant;
11. fire station;
12. frozen food locker;
13. grain and feed mill;
14. grain elevator;
15. greenhouse and plant husbandry;
16. laboratory;
17. machinery and implement sales, service and repair;
18. monument making and sales;
19. motor vehicle sales, service, repair and storage;
20. mortuary/crematory
21. oil field supply sales and storage;
22. office;
23. police station;
24. printing and publishing;
25. parking or storage of vehicles, towing yards not to include crushing and dismantling;
26. radio or television transmitting station;

- 27. railway right-of-way;
- 28. restaurant;
- 29. storage of used material, auto wrecking, salvage, paper, scrap, bottles or rags;
- 30. truck or rail terminal;
- 31. upholstering shop;
- 32. veterinarian clinic,
- 33. vocational or training school;
- 34. warehousing or storage;
- 35. welding shop;
- 36. wholesaling;
- 37. public utility and public service installation.
- 38. single Family Dwelling lived in by the owner, caretaker or watchman.

C. Conditional Uses.

- 1. Commercial Communications Towers and Antennas;
- 2. Junk Yard
- 3. Any other manufacturing or industrial use judged by the Board of Adjustment to be no more detrimental to adjacent properties than any of the same type and character as the permitted uses listed above.

D. Permitted Accessory Uses. Any use which complies with all of the conditions set forth under Section 4-11-8 may be operated as an accessory use to a permitted use;

E. Minimum Area of Lot: None.

F. Minimum Width of Lot: None.

G. Minimum Setback Requirements: when a parcel of ground or lot adjoins a residential district an eight foot high solid fence or other approved buffer shall be required.

H. Maximum Height of Structures: None.

I. Maximum Number of Structures Containing Permitted Use Per Lot: None

HISTORY

Amended by Ord. [1152](#) on 1/13/2009

Amended by Ord. [1198](#) on 10/27/2015

4-12-9 District Regulations - Public Land District (P-L)

- A. Intent. This district is intended to provide for the proper location of necessary public utilities, facilities and activities both for the existing and future urban area.
- B. Permitted Uses. The following uses may be operated as permitted uses in the district:
 - 1. essential public utility and public service installation;
 - 2. governmental structures;
 - 3. public schools;
 - 4. public parks;
 - 5. Healthcare facilities;
 - 6. Airport;
 - 7. Parking lot.
- C. Conditional Use.
 - 1. Commercial Communications Towers and Antennas
 - 2. Any other public facility or activity judged by the Board of Adjustment to be in harmony with the intent of the district.
 - 3. Childcare;
 - 4. Foster care
 - 5. Other uses of a similar type as approved by the Board of Adjustments
- D. Accessory Use. Any use which complies with all of the conditions set forth under Section 4-11-8 may be operated as an accessory use to a permitted use.
- E. Minimum Area of Lot: None.
- F. Minimum Width of Lot: None.
- G. Minimum Setback Requirements for Principal Structures:
 - 1. front yard: 8 feet;
 - 2. side yard on flanking street on corner lot: 8 feet.
 - 3. When a lot or parcel of ground in the district adjoins a residential district, the setback requirements that apply to the yard area of the residential district shall be required, otherwise no setbacks would be required.
 - 4. When a parcel of ground or lot adjoins a residential district at the rear yard, an eight foot high solid fence or other approved buffer shall be

required.

H. Maximum Height of Principle Structures: None.

I. Maximum Number of Structures Containing Permitted Use Per Lot: None.

HISTORY

Amended by Ord. [1041](#) on 4/10/2001

Amended by Ord. [1093](#) on 4/26/2005

Amended by Ord. [1152](#) on 1/13/2009

Amended by Ord. [1198](#) on 10/27/2015

4-12-10 Regulating And Restricting The Height Of Structures And Objects In The Vicinity Of Hunt Field Airport

Intent. This Ordinance is adopted pursuant to the authority conferred upon the City by Section 10-5-301, Wyoming Statutes, 1977, as amended. It is hereby found that an airport hazard endangers the lives and property of users of Hunt Field Airport, a Municipal airport, and property or occupants of land in its vicinity, and also if the obstruction type, in effect reduces the size of the area available for the landing, takeoff, and maneuvering of aircraft, thus tending to destroy or impair the utility of the Hunt Field Airport and the public investment therein. The City of Lander declares that:

- A. that the creation or establishment of an airport hazard is a public nuisance and an injury to the region served by Hunt Field Airport;
- B. that it is necessary in the interest of the public health, public safety, and general welfare that the creation or establishment of airport hazards be prevented; and
- C. that the prevention of these hazards should be accomplished, to the extent legally possible, by the exercise of the police power without compensation;
- D. that both the prevention of the creation or establishment of airport hazards and the elimination, removal, alteration, mitigation, or marking and lighting of existing airport hazards are public purposes for which political subdivision may raise and expend public funds and acquire land or interest in land;

HISTORY

Amended by Ord. [1152](#) on 1/13/2009

4-12-12 Airport Zones

In order to carry out the provisions of this ordinance, there are hereby created and established certain zones which include all of the land lying within the approach zones, transitional zones, horizontal zones, and conical zones as they apply to Hunt Field Airport. Such zones are shown within the Lander Municipal Airport Layout Plan consisting of eight (8) sheets, prepared by James Gores and Associates, which is on file at the Lander City Hall. An area located in more than one (1) of the following zones

is considered to be only in the zone with the more restrictive height limitation. The various zones are hereby established and defined as follows:

- A. Utility runway visual approach zone – The inner edge of this approach zone coincides with the width of the primary surface and is 250 feet wide. The approach zone expands outward uniformly to a width of 1,250 feet at a horizontal distance of 5,000 feet from the primary surface. Its centerline being the continuation of the centerline of the runway.
- B. Runway larger than utility with a visibility minimum as low as 3/4 mile non-precision instrument approach zone – The inner edge of this approach zone coincides with the width of the primary surface and is 1,000 feet wide. The approach zone expands outward uniformly to a width of 4,000 feet at a horizontal distance of 10,000 feet from the primary surface. Its centerline being the continuation of the centerline of the runway.
- C. Transitional zones – These zones are hereby established as the area beneath the transitional surfaces. These surfaces extend outward and upward at 90-degree angles to the runway centerline and the runway centerline extended at a slope of seven (7) feet horizontally for each foot vertically from the sides of the primary and approach surfaces to where they intersect the horizontal and conical surfaces. Transitional zones for those portions of the precision approach zones which project through and beyond the limits of the conical surface, extend a distance of 5,000 feet measured horizontally from the edge of the approach zones and at 90-degree angles to the extended runway centerline.
- D. Horizontal zone – The horizontal zone is hereby established by swinging arcs of 10,000 feet radii from the center of each end of the primary surface of each runway, and connecting the adjacent arcs by drawing lines tangent to those arcs. The horizontal zone does not include the approach and transitional zones.
- E. Conical zone – The conical zone is hereby established as the area that commences at the periphery of the horizontal zone and extends outward therefrom a horizontal distance of 4,000 feet. The conical zone does not include the precision instrument approach zones and the transitional zones.

4-12-13 Height Limitations

Except as otherwise provided in this ordinance, no structure or tree shall be erected, altered, allowed to grow, or be maintained in any zone created by this ordinance to a height in excess of the applicable height limit herein established for such zone. Such applicable height limitations are hereby established for each of the zones in question as follows:

- A. Utility runway visual approach zone – Slopes upward twenty (20) feet horizontally for each foot vertically, beginning at the end of and at the same elevation as the primary surface and extending to a horizontal distance of 5,000

feet along the extended runway centerline.

- B. Runway larger than utility with a visibility minimum as low as ¾ mile non-precision instrument approach zone – Slopes upward thirty-four (34) feet horizontally for each foot vertically beginning at the end of and at the same elevation as the primary surface and extending to a horizontal distance of 10,000 feet along the extended runway centerline.
- C. Transitional zones – Slopes upward and outward seven (7) feet horizontally for each foot vertically beginning at the sides of and at the same elevation as the primary surface and the approach zones, and extending to a height of 150 feet above the airport elevation which is 5,586 feet above mean sea level. In addition to the foregoing, there are established height limits sloping upward and outward seven (7) feet horizontally for each foot vertically beginning at the sides of and at the same elevation as the approach zones, and extending to where they intersect the conical surface. Where the precision instrument runway approach zone projects beyond the conical zone, height limits sloping upward and outward seven (7) feet horizontally for each foot vertically shall be maintained beginning at the sides of and at the same elevation as precision instrument runway approach surface, and extending to a horizontal distance of 5,000 feet measured at 90-degree angles to the extended runway centerline.
- D. Horizontal zone – One hundred and fifty (150) feet above the airport elevation or a height of 5,736 feet above mean sea level.
- E. Conical zone – Slopes upward and outward twenty (20) feet horizontally for each foot vertically beginning at the periphery of the horizontal zone and at one hundred and fifty (150) feet above the airport elevation and extending to a height of 350 feet above the airport elevation.
- F. Excepted height limitations – Nothing in this ordinance shall be construed as prohibiting the growth, construction, or maintenance of any tree or structure to a height which is not in conflict with any other provision of this ordinance.

Where an area is covered by more than one (1) height limitation, the more restrictive limitation shall prevail.

4-12-14 Use Limitations

Notwithstanding any other provisions of this ordinance, no use may be made of land or water within any zone established by this ordinance in such a manner as to create electrical interference with navigational signals or radio communication between the airport and aircraft, make it difficult for pilots to distinguish between airport lights and others, result in glare in the eyes of pilots using the airport, impair visibility in the vicinity of the airport or otherwise in any way create a hazard or endanger the landing, takeoff, or maneuvering of aircraft intending to use the airport.

4-12-15 Nonconforming Uses

- A. Regulations not retroactive – The regulations prescribed by this ordinance shall not be construed to require the removal, lowering, or other changes or alteration of any structure or tree not conforming to the regulations as of the effective date of this ordinance, or otherwise interfere with the continuance of a nonconforming use. Nothing contained herein shall require any change in the construction, alteration, or intended use of any structure, the construction or alteration of which was begun prior to the effective date of this ordinance, and is diligently prosecuted.
- B. Marking and lighting – Notwithstanding the preceding provision of this section, the owner of any existing nonconforming structure or tree is hereby required to permit the installation, operation, and maintenance thereon of such markers and lights as shall be deemed necessary by the Public Works Director to indicate to the operators of aircraft in the vicinity of the airport, the presence of such airport hazards. Such markers and lights shall be installed, operated, and maintained at the expense of the city.

4-12-16 Permits

- A. Future uses – No material change shall be made in the use of land and no structure or tree shall be erected, altered, planted, or otherwise established in any zone hereby created unless a permit thereof shall have been applied for and granted.
 - 1. However, a permit for a tree or structure of not less than seventy-five (75) feet of vertical height above the ground shall not be required in the horizontal and conical zones or in any approach and transitional zones beyond a horizontal distance of 4,200 feet from each end of the runway except when such tree or structure, because of terrain, land contour, or topographic features, would extend above the height limit prescribed for the respective zone.
 - 2. Each application for a permit shall indicate the purpose for which the permit is desired with sufficient particulars to determine whether the resulting use, structure, or tree would conform to the regulations herein prescribed. If such determination is in the affirmative, the permit shall granted.
- B. Existing uses – No permit shall be granted that would allow the establishment or creation of an airport hazard or permit a nonconforming use, structure, or tree to become a greater hazard to air navigation than it was on the effective date of this ordinance or any amendments thereto or than it is when the application for a permit is made. Except as indicated, all applications for such a permit shall be granted.
- C. Nonconforming uses abandoned or destroyed – Whenever the City Public

Works Director determines that a nonconforming tree or structure has been abandoned or more than 80 percent torn down, physically deteriorated, or decayed, no permit shall be granted that would allow such structure or tree to exceed the applicable height limit or otherwise deviate from the zoning regulations.

- D. Variances – Any person desiring to erect or increase the height of any structure, or permit the growth of any tree, or use his property not in accordance with the regulations prescribed in this ordinance, may apply to the Board of Adjustment for a variance from such regulations. Such variances shall be allowed where it is duly found that a literal application or enforcement of the regulations would result in practical difficulty or unnecessary hardship and relief granted would not be contrary to the public interest but will do substantial justice and be in accordance with the spirit of this ordinance.
- E. Hazard marking and lighting – Any permit or variance granted may, if such action is deemed advisable to effectuate the purpose of this ordinance and be reasonable in the circumstances, be so conditioned as to require the owner of the structure or tree in question to permit the city, at its own expense, to install, operate, and maintain thereon such markers and lights as may be necessary to indicate to pilots the presence of an airport hazard.

4-12-17 Enforcement

It shall be the duty of the Public Works Director to administer and enforce the regulations prescribed herein. Applications for permits and variances shall be made to the Lander Airport Commission upon a form furnished by the City. Applications required by this ordinance to be submitted to the Lander Airport Commission shall be promptly considered and granted or denied by them. Application for action by the Board of Adjustment shall be forthwith transmitted by the Public Works Director.

4-12-18 Appeals

- A. Any person aggrieved, or any taxpayer affected, by any decision of the Public Works Director made in his/her administration of this ordinance, may appeal to the Board of Adjustment.
- B. All appeals hereunder must be taken within thirty (30) days of the decision of the Public Works Director, by filing with the Public Works Director a notice of appeal specifying the grounds thereof. The Public Works Director shall forthwith transmit to the Board of Adjustment all the papers constituting the record upon which the action appealed from was taken.
- C. An appeal shall stay all proceedings in furtherance of the action appealed from unless the Public Works Director certifies to the Board of Adjustment, after the notice of appeal has been filed with it, that by reason of the facts stated in the certificate a stay would, in his/her opinion, cause imminent peril to life or

property. In such case, proceedings shall not be stayed except by order of the Board of Adjustment on notice to the Public Works Director, and on due cause shown.

- D. The Board of Adjustment shall fix a reasonable time for hearing appeals, give public notice and due notice to the parties in interest, and decide the same within a reasonable time. Upon the hearing, any party may appear in person or by agent or by attorney.
- E. The Board of Adjustment may, in conformity with the provision of this ordinance, reverse or affirm, in whole or in part, or modify the order, requirement, decision, or determination appealed from and may make such order, requirement, decision, or determination, as may be appropriate under the circumstances.

4-12-19 Penalties

Each violation of this ordinance or of any regulation, order, or ruling promulgated hereunder shall constitute a misdemeanor and be punishable by a fine of not more than \$750.00 or imprisonment for not more than six (6) months or both; and each day a violation continues to exist shall constitute a separate offense.

4-12-20 Conflicting Regulations

Where there exists a conflict between any of the regulations or limitations prescribed in this ordinance and any other regulations applicable to the same area, whether the conflict be with respect to the height of structures or trees, the use of land, or any other matter, the more stringent limitation or requirement shall govern and prevail.

4-12-21 Severability

If any of the provisions of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are declared to be severable.

4-13-1 District Regulations - Recreational Vehicle And Campground District

Intent. These regulations are intended to allow for development of R.V. parks and campgrounds in a planned environment.

- A. Maximum Density: 12 units per acre.
- B. When an R.V. park adjoins a residential district at the rear or side yard, the setback at that rear or side yard shall be 23 feet and a six (6) foot high solid fence shall be placed at the property line or approved buffer shall be required.
- C. Streets: Individual units within a R.V. park or campground are to be served by a

private street system, those streets shall:

1. provide an approved all weather surface of 24 feet consisting of soil cement, asphalt, concrete or other approved surface within an easement of 40 feet; and
2. be maintained at all times by the owner and operator of the R.V. park or campground.

D. Parking: In addition to each R.V. or tent space, an off street parking space shall be provided for each unit.

E. Standards of Operation:

1. R.V. parks and campgrounds shall not be used as permanent residences except for the owner, operator or permanent full-time maintenance personnel. A permanent residence shall not be construed to be a manufactured home, recreational vehicle or temporary structure.
2. the entire state of the R.V. park and campground must be constructed and maintained to be graded and well drained. All areas of the R.V. park to campground shall have a form of ground cover designed to prevent erosion and blowing of dust. A minimum 1.2 trees per unit shall be required. Twenty percent of the trees may be consolidated in common areas with the remainder dispersed among the campsites.
3. generator use shall be limited to the hours of 7:00 a.m. to 10:00 p.m.

4-15-1 Solar Rights

This Section shall be known, cited and referred to as the Solar Rights Act of the City of Lander, Fremont County, Wyoming.

HISTORY

Adopted by Ord. [1214](#) on 6/13/2017

4-15-2 Authority

This Section is adopted pursuant to and in accordance with the authority vested in the City Council of the City of Lander, Wyoming by the Statutes of the State of Wyoming Sections 34-22-101 through 34-22-106.

HISTORY

Adopted by Ord. [1214](#) on 6/13/2017

4-15-3 Purpose

The purpose of this Section is to protect the health, safety and general welfare of the community by encouraging the use of solar energy systems. The overall objective of

this Section is to provide adequate protection from interference by structures, trees, or topography. It is the intent of this Section to provide a means of protection for the use of solar collectors without causing undue hardships on the rights of adjacent property owners and to establish solar collectors as permitted use in all zoning districts.

HISTORY
Adopted by Ord. [1214](#) on 6/13/2017

4-15-4 Application

This Section shall apply to all lands within the corporate limits of the City of Lander, Wyoming, as they may from time to time be amended.

HISTORY
Adopted by Ord. [1214](#) on 6/13/2017

4-15-5 Administration And Enforcement

- A. Administration. The City of Lander City Administration shall be responsible for the administration of these regulations.
- B. Enforcement. Once a solar collector conforming to these regulations has been constructed, the permit has been approved by the City Administration, and it has been recorded in the County Clerk's office, then a solar property right is established. Violation of the permitted and recorded right is a violation of civil law. The City of Lander will not intervene in disputes over the use of solar energy.

HISTORY
Adopted by Ord. [1214](#) on 6/13/2017

4-15-6 Permits Required

- A. A solar permit shall be granted only after an application for solar access permit has been submitted to the City Administration. Application for a solar permit shall consist of the following information:
 - 1. a completed Solar Rights Access Permit application;
 - 2. fee shall be according to the City of Lander Fee Schedule.
 - 3. a site plan drawn to scale showing the following detail:
 - a. owner's name, legal description, street address of the site, and use of the structure(s);
 - b. north arrow, scale, and date of preparation;
 - c. names of all adjacent streets;

- d. dimensions of the property;
 - e. dimensions, height and location of all structures on the site;
 - f. location, height and type of all trees, bushes and shrubs on the between 90 and 270 azimuth (see definition in section 4-15-10 A) of the site and estimated height at full growth;
 - g. location and height of all walls and fences on the site;
 - h. dimensions and location of solar collector surface;
 - i. direction in which collector is oriented;
 - j. height of collector above ground level;
 - k. signature block for City Administration;
 - l. degree line from base of collector, as measured above the horizon.
 - m. provide the projected date when this system will be providing beneficial use.
 - n. is there an alternate location on the premises where this system could be installed.
- B. The application for a solar rights permit, along with the required fee, shall be filed on forms provided by the City Administration.
- C. Upon accepting a complete application for a solar access permit, the City administration shall notify owners of lots or parcels within 150 feet of the property on which the solar access permit is being requested. The notice shall include the information listed in section 4-15-6.
- D. The planning commission shall hold a public hearing on the proposed application no later than 30 days after the City administration accepts a complete application for the solar access permit. After holding the public hearing, the planning commission shall approve, approve with conditions or deny the proposed solar access permit. The planning commission shall consider whether the proposed solar access permit can protect the use of a solar collector without causing undue hardships on the rights of adjacent property owners. The planning commission may postpone action and continue the public hearing if needed. In approving or conditionally approving the solar access permit, the planning commission shall include the following:
- 1. A description of the collector surface or that portion of the collector surface to which the solar access permit is granted;
 - 2. The dimensions of the collector surface;
 - 3. The direction of orientation;

4. The height above ground level and the location of the collector on the solar user's property.

E. A solar collector shall be put to beneficial use within two years.

F. The permit holder, within 30 days after the solar collector is first put to a beneficial use, shall notify the City Administration and provide such proof of beneficial use as the City Administration requires, after which the City Administration shall certify such beneficial use by endorsing the same upon the permit.

HISTORY

Adopted by Ord. [1214](#) on 6/13/2017

4-15-7 Recording Procedure

After approval of the solar access permit by the planning commission the City Administration shall record the approved solar access permit and a site plan with the county clerk. The solar access permit shall include a description and square footage dimensions of the collector surface or that portion of the collector surface to which the solar access permit is granted.

HISTORY

Adopted by Ord. [1214](#) on 6/13/2017

4-15-8 Non-Conforming Use And Existing Solar Collectors

A. Structures or vegetation which existed prior to the time of installation of the solar energy collection system or the effective date of this Section shall not be subject to the requirement of this Section.

B. Existing solar collector users at the effective date of this ordinance who wish to receive a priority date for their solar rights as of the first date such solar collector was beneficially used shall apply for a permit as required by Section 11-7-7 within five years after the effective date of this Section.

HISTORY

Adopted by Ord. [1214](#) on 6/13/2017


4-15-9 Appeal Procedure

The decision of the City Planning Commission may be appealed to the City Council by any person or agency affected by such decision. Any such appeal shall be taken within 15 days from the date of the action appealed from by filing a written notice of appeal with the City Administration, which notice shall specify the grounds for the appeal. Forms shall be provided for this purpose. Upon receipt of a notice of appeal, the City Administration shall transmit to the City Council the notice of appeal and all of the

original documents, or true copies thereof, constituting the record upon which the action appealed from was taken.

HISTORY

Adopted by Ord. [1214](#) on 6/13/2017

	CITY OF LANDER		
	REGULAR CITY COUNCIL MEETING		
	Tuesday, September 10, 2024, at 6:00 PM		
	City Council Chambers, 240 Lincoln Street		
	MINUTES		

1. CALL TO ORDER Mayor Richardson led the Pledge of Allegiance and called the meeting to order at 6:00 PM. Roll Call. COUNCILMEMBERS PRESENT: John Larsen, Dan Hahn, Josh Hahn, Julia Stuble, Melinda Cox (VIA Zoom), Missy White and Mayor Monte Richardson. Declaration of a quorum. STAFF PRESENT: Public Works Director Lance Hopkin, Assistant Mayor RaJean Strube Fossen, City Attorney Adam Phillips, Deputy City Treasurer/Clerk Kevin Kulow.

2. APPROVAL OF AGENDA

Councilmember White moved to Motion to amend the agenda and remove New Business (Action Items) items G and I, Approve and Authorize the Mayor to sign the Easement and Right-of-Way Deed between the City of Lander and the Espinoza Family Revocable Trust dated February 1, 2024, and Approve and Authorize the Mayor to sign Change Order No. 2 for the Lander High-Pressure Water Systems Upgrades - Phase II Projects / Tank and Pump Station Project, Seconded by Councilmember Stuble. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

Councilmember White moved to approve the agenda as amended, Seconded by Councilmember Larsen. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

3. COMMUNICATION FROM THE FLOOR

A. Public Comment

Karen Wetzel addressed the Council regarding the two-million-dollar water meter replacement bid and other expenditures on the agenda. She asked if that money comes from 1% or 1/2% tax initiatives. She suggests waiting until the November vote to make sure they pass.

Dr. Charles Woolwine requested that the City Liaison send a message to the Chamber about some of their marketing strategies that encourage children to attend Brewfest. Dr. Woolwine read from a prepared statement that was handed out to the Deputy Clerk and all Council and Staff Present.

Nate Mariotti inquired about the cost increases at the Rural Water House. He has left his information with the Public Works Director and has not received a return call. He listed the Public Works Director and Assistant Mayor salaries and wondered if there could be significant savings if these positions were unfunded. He would like to see those funds redirected to a Recreation Center.

4. MAYOR AND COUNCIL UPDATES

Councilmember Larsen continues to gather more information on a potential fishing derby in Sinks Canyon. He also provided a Fly-In update.

Councilmember White provided a Planning Commission and Senior Center update.

Councilmember Dan Hahn echoed Councilmember Larsen’s comments concerning the Fly-In and thanked the crews for the street patches.

Councilmember Stuble commented that the Tree Board meets this Thursday and provided an EE Task Force update.

Councilmember Josh Hahn congratulated the football team.

Mayor Richardson thanked everyone for their hard work.

5. STAFF REPORTS

Chief Peters mentioned that the SRO agreement will come before the board at the next voting session. The four new police cars are in and being outfitted with lights and logos.

Public Works Director Lance Hopkin informed the Council that the new water tank is being chlorinated and tested. The Assistant Public Works Director will present Community Center landscaping options at the next work session. Meter project concerns are being heard about radio transmission. There is an option to install a meter pit if a customer does not want the meters in their house at the landowner's cost. Councilmember Stuble verified that the City needs 100% participation for the program to work. Lance verified that the meter project is being funded from the SLIB 44-million-dollar loan project with loan forgiveness and water user rate match. Councilmember Josh Hahn verified the need for the project. Lance reported that the current meters are nearing the end of their useful life, and the new technology will allow us to detect leaks, reduce waste, and protect our water rights.

Assistant Mayor RaJean Strube-Fossen reported for Treasurer Charri Lara that the ARPA grant reimbursement has been received for the Table Mountain Living Center (TMLC) project. The City is not carrying any balance on the design and plans of the project. Councilmember Dan Hahn asked if TMLC was moving forward. RaJean deferred the question until the Board had a prepared statement.

Deputy Treasurer/Clerk Kevin Kulow presented the new Google form for reporting meeting attendance for payroll purposes. He also handed out amended bills and claims reports showing a difference of minus \$93.95. Kevin reported that there will be a voting session at our next meeting in addition to the work session.

6. CONSENT AGENDA

- A. Approve Regular City Council Minutes from August 13, 2024.
- B. Approve August 27, 2024, Special Work Session City Council Minutes.
- C. Approve Bills and Claims.

ADAM E PHILLIPS ATTORNEY AT LAW Professional Fees 4,460.00, ADAPCO INC Mosquito Fogging Chemical - Permasease UC 2,047.20, ALSCO Community Center Linens 869.33 AMERI-TECH EQUIPMENT CO Western lift ram 243.00 ARDURRA GROUP INC Wetland Delineation and Permitting 15,896.30 ARMSTRONG CONSULTANTS INC Relocate Taxiway A 3,547.50 AYRES ASSOCIATES INC Ayres Master Planning services through July 20, 33,987.36 AYRES ASSOCIATES INC 2024 Master Plan billing through August 17, 202 15,310.24B & D DIAMOND PRO INC Baseball Diamond Clay 1,827.00 B & F ENTERPRISES LLC 2nd Street Fence 16,040.00 BADGER METER INC Meter Endpoints 2,632.83 BADGER METER INC Beacon Mobile Hosting Aug2024 325.80 BOBCAT OF THE BIG HORN BASIN INC Mower Parts 116.41 BRYAN ST. CLAIR registrations for skills basketball camp 420.00 CENTRAL BANK & TRUST Petty Cash Reimbursement AUG 2024 201.00 CENTRAL BANK & TRUST Petty Cash Reimbursement AUG 2024 115.00 CENTRAL BANK & TRUST Petty Cash Reimbursement AUG 2024 28.65 CENTRAL BANK & TRUST Petty Cash Reimbursement AUG 2024 4.21 CENTRAL BANK & TRUST Petty Cash Reimbursement AUG 2024 160.02 CENTRAL BANK & TRUST Petty Cash Reimbursement AUG 2024 67.00 CENTRAL BANK & TRUST Petty Cash Reimbursement 9.5.2024 186.00 CENTRAL BANK & TRUST Petty Cash Reimbursement 9.5.2024 268.00 CENTRAL BANK & TRUST Petty Cash Reimbursement 9.5.2024 7.87 CENTRAL BANK & TRUST Petty Cash Reimbursement 9.5.2024 60.00 CENTRAL WYOMING CLIMBERS ALLIANCE ½ recipient 2,518.50 CITY PLUMBING & HEATING INC Descaled Sewer from toilet due to clogging 239.67 CITY SERVICE VALCON Jet Fuel 18,730.37 CITY SERVICE VALCON Fuel - Airport 23,458.06 CLAIRE CELLA Planning Commission - Graphic Design Fees 624.00 CLOUDPERMIT INC Cloud Permit Software 11,000.00 CPS DISTRIBUTORS INC Maximizer flow series no fertilizer needed 4,121.65 CROELL INC holding tank for sewer ponds 1,944.00 CROELL INC flow fill s. 6th 291.00 CROELL INC flow fill for s. 6th 3,025.50 CROELL INC road base for s. 6th 1,244.16 CROELL INC road base for s. 6th 8,434.71 CROELL INC road base south 6th 263.01 CROELL INC drain rock yard 1,885.47 DEALERS ELECTRICAL SUPPLY New VFD drives for Floc drives 70,285.39 DOWL Contract work for TAP grant CD23514 3,723.18 DRUG TESTING SERVICES LLC employee screening 620.00 EATON SALES & SERVICE Leak repair on Jet A Tank 237.50 ELLIS CONCRETE INC south 6th concrete work 22,503.25 EMPLOYEE REIMBURSEMENTS FLY IN - AIRPORT FUEL 884.75 FASTENAL Paper towels 69.52 FERGUSON ENTERPRISES INC 12" megalugs 310.00 FERGUSON ENTERPRISES INC hyd. ext dollar gen., restock parts 2,964.72 FERGUSON ENTERPRISES INC sewer fittings for s. 6th 826.50 FLEX SHARE BENEFITS FSA Benefits Admin Fee AUG2024 250.90 FREMONT CO SOLID WASTE DISPOS trash 5.80 FREMONT CO SOLID WASTE DISPOS tall park trash cans 22.60 FREMONT COUNTY SCHOOL DIST #1 GOLF CAMP 1,860.00 FREMONT COUNTY SCHOOL DIST #25 Busing Sinks Canyon Camp 4,351.86 FREMONT COUNTY TREASURER Dispatch - Police & Fire 17,695.81 FREMONT COUNTY TREASURER Dispatch - Police & Fire 499.24 FREMONT COUNTY TREASURER July jail bill 10,670.00 FREMONT MOTOR COMPANY Door Panel 568.80 FREMONT MOTOR COMPANY steering module / clockspring 824.00 GAMBLES Chair & Sofa for Community Center 3,399.97 HAMMOND, CAMI 1/2 Recipient 1,350.00 HDR ENGINEERING INC Lander Ditches 1,412.50 HDR ENGINEERING INC Redlines from review 7,976.25 HDR ENGINEERING INC Push Root Engineering for Buena Vista 7,180.00 HDR ENGINEERING INC Baldwin Creek Intersection Study 8,592.50 HDR ENGINEERING INC Gannett Peak

Sidewalks 4,180.00 HDR ENGINEERING INC Lander Storage Tank Construction Engineering 4,910.98 HEIKKILA CONSTRUCTION LLC Demolition for City Hall remodel under general s 5,296.80 HIGH COUNTRY CONSTRUCTION Tank and Pump Station Construction 690,038.03 HUFF SANITATION INC Pig Roast - two handwashing stations and two p 450.00 KLEEN PIPE LLC s. 6th sewer inspection 3,031.90 L N CURTIS & SONS wildland boots that were on backorder 377.00 LANDER GOLF & COUNTRY CLUB Fencing materials 1,927.82 LANDER MEDICAL CLINIC New Firefighter Physical 135.00 LANDER PET CONNECTION This is for the 2023 and 2024 contract with the 5,000.00 LANDER SENIOR CITIZENS CENTER 24-Jul 1,946.92 LAWSON PRODUCTS bolts for Indian lookout valves 560.00 LHB APPRAISAL SERVICE Appraisals 5,000.00 LOCAL GOVERNMENT LIABILITY POOL Deductible GL240050 1,000.00 MASA Ceclre Renewal 228.00 MASTERCARD Meals L8 and L7 16.86 MASTERCARD Finance Charge 1.50 MASTERCARD Spectrum Phone July 2024 13.16 MASTERCARD Spectrum Phone July 2024 122.01 MASTERCARD Spectrum Phone July 2024 129.98 MASTERCARD Spectrum Phone July 2024 129.99 MASTERCARD Spectrum Phone July 2024 129.99 MASTERCARD Spectrum Phone July 2024 259.98 MASTERCARD Spectrum Phone July 2024 129.99 MASTERCARD Spectrum Phone July 2024 129.99 MASTERCARD Spectrum Phone July 2024 129.99 MASTERCARD misc sprinklers and nozzle 403.14 MASTERCARD Snacks for Ayres Master Plan Community Input 68.60 MASTERCARD drinking water for s. 6th 19.96 MASTERCARD drinking water for S. 6th 34.93 MASTERCARD Cleaning Supplies for Public Works Building 47.17 MASTERCARD Test Kits 112.60 MASTERCARD Phone 218.98 MASTERCARD Phone 249.21 MASTERCARD Phone 290.06 MASTERCARD Phone 25.76 MASTERCARD Phone 113.85 MASTERCARD Phone 829.00 MASTERCARD Supplies 41.97 MASTERCARD griddle and fastners 269.95 MASTERCARD camp food 32.42 MASTERCARD misc supplies shop 1,398.47 MASTERCARD Supplies 1,253.34 MASTERCARD Sat Phone for Sinks Canyon Camp 482.80 MASTERCARD Supplies 1,253.34 MASTERCARD Prof Fees - LCCC 249.00 MASTERCARD AAA batteries for Chlorine Tester 21.99 MASTERCARD August 2024 1st set of BacT samples 75.00 MASTERCARD Supplies 105.49 MASTERCARD BacT sample for south 6th street waterline repla 15.00 MASTERCARD Spectrum Fiber July 2024 449.50 MASTERCARD Spectrum Fiber July 2024 449.50 MASTERCARD ICC Digital Codes Premium 666.00 MASTERCARD Supplies 113.15 MASTERCARD Supplies 15.68 MASTERCARD Toner 281.20 MASTERCARD Printer supplies 63.57 MASTERCARD Phone screen saver and case 18.65 MASTERCARD Nitrle gloves, labels and yellow writing pads 87.18 MASTERCARD Printer supplies and patrol meth gloves 392.18 MASTERCARD Emergency egress replacement batteries 208.15 MASTERCARD Laser level part 107.80 MASTERCARD 24 mesh screen for reservoir tank vent to maint 385.00 MASTERCARD Cleaning supplies and soap 61.47 MASTERCARD Flat head screws and washers 21.49 MASTERCARD pipe wrap tape 119.40 MASTERCARD stainless nuts 13.73 MASTERCARD 75 pig roast posters 112.50 CITY OF LANDER Invoice Register - Council - Paper Page: 6 Input Dates: 8/15/2024 - 9/11/2024 Sep 09, 2024 11:21AM MASTERCARD August Chamber Newsletter Insert - Project Info 151.26 MASTERCARD Water Bills 696.63 MASTERCARD Ice for pig roast 15.98 MASTERCARD AWS Stacker 23.99 MASTERCARD Chief and Captain Lunch travelled to Riverton fo 18.64 MASTERCARD Recharge fire extinguisher Tadewald 35.25 MASTERCARD City of Lander Project Information Open House 75.00 MASTERCARD Contractor came in on a weekend to fix lagoon 165.00 MASTERCARD wipers 37.28 MASTERCARD advertising 2,239.35 MASTERCARD Pocket Wyoming law books for patrol 185.64 MASTERCARD Storage 40.00 MASTERCARD 1.097 gallons ethanol free fuel for mosquito fog 5.40 MASTERCARD 4.350 gallons of ethanol free fuel - Mosquito Fo 21.53 MASTERCARD 2 totes with lids for camp storage 17.60 MASTERCARD Supplies - Police 244.14 MASTERCARD Supplies - Police 244.14 MASTERCARD APT US&C MEMBERSHIP 2025 79.50 MASTERCARD APT US&C MEMBERSHIP 2025 79.50 MASTERCARD Caselle 2024 Annual Conference Registration 297.50 MASTERCARD Caselle 2024 Annual Conference Registration 297.50 MASTERCARD Light bulbs 18.98 MASTERCARD Registration - Caselle Annual Conference 2024 595.00 MASTERCARD 10 year Federal License for the use of our Anal 135.00 MASTERCARD Toner 101.89 MASTERCARD Toner 100.00 MASTERCARD Wall thermost 28.47 MASTERCARD Trash Removal July 2024 977.00 MASTERCARD Trash Removal July 2024 150.27 MASTERCARD Trash Removal July 2024 171.60 MASTERCARD Trash Removal July 2024 157.36 MASTERCARD Trash Removal July 2024 721.38 MASTERCARD Wyoming airport collocation registration 200.00 MASTERCARD Google Workspace August 2024 853.20 MASTERCARD Google Workspace August 2024 853.20 MASTERCARD Pig Roast 2,200.89 MASTERCARD Cold weld 7.19 MASTERCARD Lenses for the runway lights 543.12 MASTERCARD Flex funnel 41.00 MASTERCARD Supplies 80.00 MASTERCARD mints for council mtgs 9.90 MASTERCARD gloves and fencing supplies for volunteer clean 152.14 MASTERCARD replacement office supplies 38.53 MASTERCARD Paint handle and rollers for Sharrow volunteer p 18.76 MASTERCARD Pocket traffic code books for patrol 199.80 MASTERCARD July Wastewater Testing 309.00 MASTERCARD July Wastewater Testing 309.00 MASTERCARD July Wastewater testing 309.00 MASTERCARD July Wastewater Testing 309.00 MASTERCARD Meal for Chief and Captain on way home from t 23.23 MASTERCARD July 2024 Wastewater Testing 309.00 MASTERCARD August 2024 Wastewater Testing 309.00 MASTERCARD Replacement paint pole extension rod for bike s 31.49 MASTERCARD Screener bolts 16.60 MASTERCARD Planning presentation meeting to Realtors 27.05 MASTERCARD Domain Renewal 8.22.2024 - 8.21.2025 65.85 MASTERCARD Ice for Ayers master plan presentation booth 4.99 MASTERCARD Treats for Ayres Master Plan Open House at La 163.73 MASTERCARD Supplies 20.00 MASTERCARD camp 59.43 CITY OF LANDER Invoice Register - Council - Paper Page: 7 Input Dates: 8/15/2024 - 9/11/2024 Sep 09, 2024 11:21AM MASTERCARD camp 9.99 MASTERCARD WAMCAT 24 25 DUES 75.00 MASTERCARD Employee Benefit Retirement 25.99 MASTERCARD Air Filters 51.62 MASTERCARD camp supplies 356.91 MASTERCARD watermelons for camp 25.63 MASTERCARD Food for Training 16.56 MASTERCARD camp food 26.70 MASTERCARD camp food 34.86 MASTERCARD camp food 9.52 MASTERCARD camp supplies 14.86 MASTERCARD camp food 43.13 MASTERCARD Wet/Dry Vac 89.99 MASTERCARD replace 2 broken cots, camp food and supplies, 276.33 MASTERCARD watermelon for camp 17.77 MASTERCARD Lunch for Training in Douglas, WY 22.87 MASTERCARD Spare rounds keys after mine broke 10.77 MASTERCARD Food for Training 50.00 MASTERCARD food for camp 31.03 MASTERCARD camp food 42.59 MASTERCARD Drinks Retirement 7.50 MASTERCARD Employee Training 47.38 MASTERCARD Toner 52.89 MASTERCARD Parts needed to repair irrigation line along Mave 91.73 MASTERCARD Supplies 8.68 MASTERCARD

IIMC Membership Renewal 185.00 MASTERCARD food for camp 6.38 MASTERCARD irrigation supplies 132.41 MASTERCARD WAMCAT FALL INSTITUTE 550.00 MASTERCARD 7 spray nozzles for side-by-side booms. WD-40. 99.96 MASTERCARD pump for weed sprayer 149.99 MASTERCARD pressure gauge for test station 9.99 MASTERCARD Shop towels 23.98 MASTERCARD 3/8 inch tubing 7.74 MASTERCARD Chemical resistant boot replacement 120.24 MASTERCARD Wasp spray 17.96 MASTERCARD Toner 104.95 MASTERCARD rear windshield wiper 12.08 MASTERCARD Spark Plug Guardian Mosquito Fogger 3.51 MASTERCARD filter's, oil, brake fluid 165.26 MASTERCARD battery 212.19 MASTERCARD 5 GALLON GAS CAN FOR PREMIUM FUEL - 48.81 MASTERCARD tape, clamp 10.10 MASTERCARD trailer plugs, battery terminal, and battery shutof 76.79 MASTERCARD Credit Core return 49.38- MASTERCARD Credit 15.50- MASTERCARD remote batteries 17.08 MASTERCARD battery terminals 11.27 MASTERCARD credit 33.41- MASTERCARD filters 14.60 MASTERCARD Battery 126.89 MASTERCARD hose clamps 20.74 MASTERCARD oil filter 6.13 MASTERCARD battery, armor all 121.06 MASTERCARD hex bit set 3/8 socket adapter and 7/16 socket 20.67 MASTERCARD Runway light assembly's 3,493.12 MASTERCARD SHRM Membership 264.00 MASTERCARD Pastries for 2024 master plan open house held 241.25 MASTERCARD foam board for sewer service 100 blk s. 6th 222.40 MASTERCARD Postage to repair computer 8.60 CITY OF LANDER Invoice Register - Council - Paper Page: 8 Input Dates: 8/15/2024 - 9/11/2024 Sep 09, 2024 11:21AM MASTERCARD Postage on evidence to crime lab 16.25 MASTERCARD E-coli testing for July 2024 315.00 MASTERCARD MMC CLASS 60.00 MASTERCARD FIRE DEPARTMENT MEETING 87.90 MASTERCARD Nuts for overflow screen replacement 24.30 MASTERCARD New small engine after the old on seized up, an 906.41 MASTERCARD Housekeeping supplies 285.03 MASTERCARD replacement supplies 51.83 MASTERCARD ball valves and caps for psi test station 57.05 MASTERCARD bushing and plug for pump 19.10 MASTERCARD Plumbing parts 65.02 MASTERCARD Temp Water Fittings 117.79 MASTERCARD water service cap at shop 33.14 MASTERCARD plumbing for watering the arena 20.01 MASTERCARD 2 new batteries for mosquito traps 72.87 MASTERCARD fitting to fix highway park irr. line 37.75 MASTERCARD box fan's 59.01 MASTERCARD padlock for motel door temp water s. 6th 33.61 MASTERCARD Mixing chamber for polymer feed system, credit 889.76 MASTERCARD fire hydrant extension kit for dollar gen. 757.94 MASTERCARD Vonage Phone Charges August 2024 824.03 MASTERCARD Vonage Phone Charges August 2024 824.03 MASTERCARD Payment for equipment 50.00 MASTERCARD Gas can for pond pumps 35.99 MASTERCARD parts for weed sprayer 101.38 MASTERCARD Socket set for truck, carb cleaner for pond pump 67.64 MASTERCARD test station parts 47.30 MES ROCKY MOUNTAINS Replacement parts for helmets 128.08 MICHAELS FENCE & SUPPLY INC Gate gone over after lightning strike 1,570.02 MOTOROLA SOLUTIONS INC Yearly Service fee for E-Citation System 1,124.68 NORCO INC Acct#GT871 Cylinder Rental 100.75 OFFICE OF STATE LANDS & INVEST Loan Payment 132,000.00 OFFICE SHOP, INC. Repair on PW Copier 47.50 O'REILLY AUTO PARTS front wheel bearing 83.24 PATRICK CONSTRUCTION INC south 6th street improvements 67,732.00 PATRICK CONSTRUCTION INC south 6th street improvements subgrade 45,085.50 PATRICK CONSTRUCTION INC Popo Agie blue top 9,169.50 PATRICK CONSTRUCTION INC Dollar Gen. loop tie-in on Valley View 20,373.50 PATRICK CONSTRUCTION INC valve box and manhole work s. 6th and popo ag 4,090.00 PAVEMENT MAINTENANCE INC Museum Crack Seal and Seal Coat 6,400.00 PERFECT POWER INC Electrical Upgrade on Pump Station on GC Pro 10,075.03 QUADIENT INC Postage 1,000.00 RAMAKER & ASSOCIATES Hosting services 800.00 REWORX Grants Base, Safety Base and Support 5,265.00 RIVER OAKS COMMUNICATIONS CORP Franchise Attorney 3,285.00 RIVERTON TIRE & OIL CO 8 tires and 8 o-rings 1,208.00 ROCKY MOUNTAIN POWER 10.10 ROCKY MOUNTAIN PRE-MIX concrete for Popo agie 516.00 RUSSELL - MILLS STUDIOS INC Design for City Limit Signs for wayfinding projec 1,705.00 STEVEN MATTHEW MILLSAP Provide Live music and PA use for Lander Fly-in 800.00 STOTZ EQUIPMENT seat switch 16.63 STRIKE CONSULTING GROUP Setting Construction for Stream Guage 1,038.75 STRIKE CONSULTING GROUP Water Crossing at Trujillo Property 2,576.25 STRIKE CONSULTING GROUP Sewer Master Plan Work 4,276.25 STRIKE CONSULTING GROUP Water Meter Project 3,365.00 SUMMIT WEST CPA GROUP P.C. POE Switch and Ethernet Switch for PLC Room 601.33 TEAM LABORATORY CHEM LLC mega bugs plus for ponds 4,487.00 TEAM LABORATORY CHEM LLC cutrine ultra algae treatment 7,607.00 TRIHYDRO CORPORATION Wetlands delineation for CDBG grant for Jeffers 9,107.47 TWEEDS WHOLESALE CO. camp snacks 70.99 TYLER TECHNOLOGIES Annual Renewal Oct2024 - Sept20 6,593.53 TYLER TECHNOLOGIES Acct#52835 Annual Renewal Oct2024 - Sept20 6,593.53 VELASQUEZ, LIANA 1/2 Recipient 3,312.92 WALLER, TECIA Maintenance at LCCC 3,500.00 WALLER, TECIA Maintenance at City Hall 1,000.00 WALLER WAM - WCCA WAM membership dues 10,418.45 WATER REFUNDS REFUND - WATER 73.80 WESTERN LAW ASSOCIATES Professional Services 3,247.56 WHITING LAW PC Professional Services 542.50 WILLIAM H SMITH & ASSOC Lincoln Street Award 6,712.50 WIND HOSTING Sundowner - Community Center 9/2024-9/2025 240.00 WORKWISE post accident testing 210.00 WWC ENGINEERING Professional Services for Well Project 7,466.24 WYDOT 2025 License Plate Renewal 950.00 WYOGLASS LLC Windshield 2003 F-250 370.43 WYOGLASS LLC Glass Repair on a patrol car 50.00 WYOGLASS LLC windshield 357.11 WYOMING RETIREMENT SYSTEM Retirement for Firemen 618.75 PARTIME WAGES Cemetery 4,618.63, Municipal Court 1,304.10, Parks 17,777.65, Police Department 1,177.00, Weed and Pest 6,625.19, Aug 2024 Net Payroll 259,822.05, AFLAC 357.95, Child Support 1,554.50, Colonial Life 232.55, Payroll Taxes 91,087.42, Fascorp 7,115.00, Flexshare 866.67, NCPERS 128.00, Trustmark 394.65, WEBT 83, 990.54, Workers Compensation 5,579.88, WRS 61,308.51.

Councilmember Larsen moved to approve the consent agenda with the amended Bills and Claims as reported by Deputy Clerk Kevin Kulow, Seconded by Councilmember White. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn, and Mayor Richardson. Motion passed unanimously.

7. OLD BUSINESS (ACTION ITEMS)

- A. Approve the second reading of Ordinance 2024-7 Amending Ordinance 2023-3 and Title 12, Section 12-3-3, Parks and Recreation Potential Penalties for Park Rule Violations.
 Deputy Clerk Kevin Kulow read Ordinance 2024-7 amending Ordinance 2023-3 into the minutes noting that the ordinance passed on first reading on August 13, 2024.
 Motion made by Councilmember Stuble, Seconded by Councilmember White. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

8. NEW BUSINESS (ACTION ITEMS)

- A. Approve Resolution 1340 Exempting 236 S 2nd Street Building and Courtyard from the Open Container Provisions of City Ordinance 2-2-12.
 Motion made by Councilmember Stuble, Seconded by Councilmember White. Councilmembers Voting Yea: Larsen, White, D Hahn, Stuble, J Hahn, and Mayor Richardson. Councilmembers voting Nay: Cox. Motion passed.
- B. Approve Resolution No. 1339 Authorizing a Funding Amendment to the Wyoming Water Development Commission for Lander Wells and Transmission Line 2022 Project.
 Motion made by Councilmember D Hahn, Seconded by Councilmember Larsen. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.
 Lance updated the council about the funding aspects of this WWDC project. He is hopeful that this resolution showing council support will allow WWDC to fund this with returned/unused funds in the next omnibus bill.
- C. Approve and authorize the Mayor to sign the Lander Municipal Airport Hangar Lease Agreement between the City of Lander and Stephane Hefti for Space no. 441.
 Motion made by Councilmember Larsen, Seconded by Councilmember D Hahn. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.
 Council President Cox asked about the standard term for hangar leases and Fire Administrator Chris Johnson verified that 15 years is standard.
- D. Approve and authorize the Mayor to sign the Lander Municipal Airport Hangar Lease Agreement between the City of Lander and Joel Otto for Space no. 407.
 Motion made by Councilmember White, Seconded by Councilmember Larsen. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.
- E. Approve and authorize the Mayor to sign a five-year Lease Agreement between the City of Lander and Fremont County School District No. 1 for recreational use of five tracts of real property.
 Motion made by Councilmember Stuble, Seconded by Councilmember White. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.
 Council President Cox drew attention to the change that the two entities added whereby the district can post no alcohol usage during specific school use and times. She stated that this is a good addition and addresses the needs of both parties.
- F. Award of the Water Meter Replacement Project to the sole bidder Matron-Farnier in the amount of \$1,884,178.00 and authorization for the Mayor to sign Notice of Award, Agreement Between Owner and Contractor for Construction Contract (Stipulated Price), and Notice to Proceed.
 Motion made by Councilmember D Hahn, Seconded by Councilmember Larsen.
 Discussion: Councilmember D Hahn asked how we verify we got a good price with only one bidder. Lance responded that in general it is troubling to get only one bidder and that is why we have rebid some recent projects. The project bid was compared to the Riverton and Buffalo projects and Lance feels that we got a good value. This specification included identification of our lead-based lines as required by EPA and this was a good addition for the City.

Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, and Mayor Richardson.
Councilmembers voting Nay: J Hahn. Motion passed.

- G. Approve and Authorize the Mayor to sign Easement and Right-of-Way Deed between the City of Lander and the Espinoza Family Revocable Trust dated February 1, 2024, for water lines.

The item was removed from the agenda.

- H. Authorize Mayor to sign a license agreement for the Wyoming Department of Health dba Wyoming Life Resource Center to build security fencing in the Meadowview Drive City Right-of-Way.

Motion made by Councilmember Larsen, Seconded by Councilmember Stuble. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

- I. Approve and Authorize the Mayor to sign Change Order No. 2 for the Lander High-Pressure Water Systems Upgrades -Phase II Projects / Tank and Pump Station Project between the City of Lander and High-Country Construction, Inc. increasing the contract price in the amount of \$151, 220.87 for a total contract price of \$9,649,021.37.

The item was removed from the agenda.

9. ADJOURNMENT

Being no further business to come before the Council, the meeting was adjourned at 6:51 PM.

The City of Lander

ATTEST:

By: _____
Monte Richardson,
City of Lander Mayor

Kevin Kulow, Deputy Treasure/ Clerk


CITY OF LANDER MISSION STATEMENT

To provide a safe, stable, and responsive environment that promotes and supports a traditional yet progressive community resulting in a high quality of life.

VISION

Preserving the past, while embracing the future.

The City of Lander is an equal opportunity employer and does not discriminate. Qualified applicants are considered for positions without regard to race, religion, military status, sex, age, national origin, disability, dexual orientation, or other characteristics protected by law.

	CITY OF LANDER		
	REGULAR CITY COUNCIL MEETING		
	Tuesday, September 24, 2024, at 6:00 PM		
	City Council Chambers, 240 Lincoln Street		
	MINUTES		

1. CALL TO ORDER Mayor Richardson led the Pledge of Allegiance and called the meeting to order at 6:00 PM. Roll Call. COUNCILMEMBERS PRESENT: John Larsen, Dan Hahn, Josh Hahn, Julia Stuble, Melinda Cox (Via Zoom), Missy White and Mayor Monte Richardson. Declaration of a quorum. STAFF PRESENT: Chief Peters, Public Works Director Lance Hopkin, Assistant Public Works Director Hunter Roseberry, Assistant Mayor RaJean Strube Fossen, City Treasurer Charri Lara, City Attorney Adam Phillips, City Clerk Rachelle Fontaine.

2. APPROVAL OF AGENDA

Motion made by Councilmember Stuble to amend and approve amended agenda to add: J. Approve Lander Bar/ Coalter Group donation of alcohol to the Lander Pet Connection 501 (c)(3) Gear and Beer Fundraiser hosted at Wild Iris and Item 7. Executive Session concerning pending litigation, Seconded by Councilmember White. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

3. COMMUNICATION FROM THE FLOOR Public Comment: None

4. MAYOR AND COUNCIL UPDATES

Councilmember White reported that the Planning Commission Open House was well attended. There are some community concerns about the proposals. She commented that obtainable housing is a council priority. Expanding the City limits is expensive, and adding infrastructure is not always financially feasible. She urged the Council to provide suggestions on achieving obtainable housing. Councilmember D Hahn urged people to get out and see the leaves changing.

Councilmember Stuble provided a Popo Conservation District, Tree Board, and EE Task Force update, including the Mortimer Lane river gauge, the Tree Board’s first meeting, and a potential solar battery backup system for City Hall. solar battery backup option at City Hall.

Councilmember J Hahn congratulated the Lander Tiger football team on their win. Homecoming is this week.

Council discussion ensued concerning the terms affordable housing versus obtainable housing, home pricing versus local wages, the number of short-term rentals, and their effect on the availability of first-time homes. The council discussed the issue of capping short-term rentals and how that could infringe on private property rights. Housing is a complex topic.

5. STAFF REPORTS

Public Work Director Lance Hopkin provided an update on a small project by the lagoons. The Water Tank project is almost complete. The City is waiting to fill the new tank and is hooking up measuring devices so there is no waste of water during the leak test.

Assistant Mayor RaJean Strube-Fossen officially congratulated Charri Lara on being named WAMCAT Treasure of the Year. This is a statewide award. She read the letter of nomination into the record.

City Treasurer Charri Lara commented that the next council meeting will have a budget amendment. She finished the F66, and the auditors will be here next month. She would like the Council to consider a resolution concerning surplus funds.

6. NEW BUSINESS (ACTION ITEMS)

A. Approve LIFT Committee recommendation to fund 75% of Balsamaroot Production's \$21,070 request for an award of \$15,803.00 for the purchase of an 8kg roaster, a destonert, and a commercial grinder to increase roasting capacity.

Motion made by Councilmember White, Seconded by Councilmember Stuble. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

- B. Approve LIFT Committee recommendation to fund 100% of Slow Food Wind River's \$10,958.00 request for an award of \$10,958.00 to create and fund a marketing strategy for Meadowlark Market.

Motion made by Councilmember Larsen, Seconded by Councilmember Stuble. Councilmember White recused herself as she sells products at Meadowlark and has a conflict of interest. Councilmembers Voting Yea: Larsen, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

- C. Approve the LIFT Committee recommendation to fund 75% of the Little Green Truck's \$22,797.00 request for an award of \$17,098.00 to purchase another vehicle and build a pop-up counter.

Motion made by Councilmember White, Seconded by Councilmember Larsen. Councilmembers Voting Yea: White, D Hahn, Cox, Stuble, J Hahn, and Mayor Richardson. Councilmembers voting Nay: Larsen. Motion passed.

- D. Approve the LIFT Committee recommendation to fund 100% of the Lander Valley High School Tennis / Pickleball Courts' \$12,400.00 request for an award of \$12,400.00 to purchase fencing and containment netting stands.

Motion made by Councilmember Larsen, Seconded by Councilmember Stuble. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

- E. Approve the LIFT Committee recommendation to fund 50% of the Lander Free Medical Clinic's \$45,513.00 request for an award of \$22,757.00 for a full-time care coordinator salary.

Motion made by Councilmember White, Seconded by Councilmember Stuble.
 Discussion ensued on funding salaries. Councilmember White commented that this is a non-profit serving the residents and helping our community. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

- F. Approve the LIFT Committee recommendation to fund 0% of the Ten Tempura Business' \$7,500.00 request for an award of \$0.00.

Motion made by Councilmember Larsen, Seconded by Councilmember J Hahn. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

- G. Approve the LIFT Committee recommendation to fund 0% of 23 Squared's \$7,500.00 request for an award of \$0.00.

Motion made by Councilmember White, Seconded by Councilmember Larsen. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

- H. Approve correction of clerical error and re-number previously approved Resolution 1339 to Resolution 1341 Authorizing a Funding Amendment to the Wyoming Water Development Commission for the Wells and Transmission Line 2022 Project.

Motion made by Councilmember Larsen, Seconded by Councilmember Stuble. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

- I. Approve Resolution 1342 Authorizing Submission of a Federal Mineral Royalty Capital Construction Account Grant Application to the State Land and Investment Board on Behalf of the Governing Body of the City of Lander.

Public Works Director Lance Hopkin stated that the Resolution needs a correction. The city was recently informed it is only eligible for \$300,000, not \$500,00 and those numbers should be amended.

Councilmember White moved to amend Resolution 1342 and change \$500,000 to \$300,00 and approve. Seconded by Councilmember J Hahn. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

- J. Approve Lander Bar/ Coalter Group alcohol donation to the Lander Pet Connection 501 (c)(3) Gear and Beer Fundraiser hosted at Wild Iris.

Motion made by Councilmember Stuble, Seconded by Councilmember White. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

7. EXECUTIVE SESSION – Potential Litigation.

Motion to enter Executive Session at 6:37 PM made by Councilmember Stuble, Seconded by Councilmember White. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

Motion to exit Executive Session at 6:47 PM made by Councilmember Stuble, Seconded by Councilmember White. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

8. ADJOURNMENT

Motion made by Councilmember White, Seconded by Councilmember J Hahn. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

Being no further business to come before the Council, the meeting was adjourned at 6:48 PM.

The City of Lander

ATTEST:

By: _____
Monte Richardson,
City of Lander Mayor

Rachelle Fontaine, City Clerk


CITY OF LANDER MISSION STATEMENT

To provide a safe, stable, and responsive environment that promotes and supports a traditional yet progressive community resulting in a high quality of life.

VISION

Preserving the past, while embracing the future.

The City of Lander is an equal-opportunity employer and does not discriminate. Qualified applicants are considered for positions without regard to race, religion, military status, sex, age, national origin, disability, sexual orientation, or other characteristics protected by law.

	CITY OF LANDER		
	CITY COUNCIL WORK SESSION MEETING IMMEDIATELY FOLLOWING REGULAR MEETING		
	Tuesday, September 24, 2024, at 6:30 PM		
	City Council Chambers, 240 Lincoln Street		
	MINUTES		

COUNCILMEMBERS PRESENT: John Larsen, Dan Hahn, Josh Hahn, Julia Stuble, Melinda Cox (Via Zoom), Missy White and Mayor Monte Richardson. Declaration of a quorum. STAFF PRESENT: Chief Peters, Public Works Director Lance Hopkin, Assistant Public Works Director Hunter Roseberry, Assistant Mayor RaJean Strube Fossen, City Treasurer Charri Lara, City Attorney Adam Phillips, City Clerk Rachelle Fontaine.

1. NEW BUSINESS (NON-ACTION ITEMS)

- A. Housing Authority update concerning the Table Mountain Living project.

Judy Legerski, a member of Lander Housing Authority addressed the Council concerning the demise of the TMLC project. The project is 14 million dollars short. Additionally, it became apparent that there is no legal ability to proceed as the project is currently structured. The state statute states that the housing authority can only do things for indigent people and not private pay patients as planned. She discussed various ownership alternatives such as a joint powers board, the creation of a non-profit organization, a private operator, or a city enterprise fund. She discussed potential next steps concerning the leased land and donated funds. Some research needs to be done, but she stated that all the debt incurred has been paid. Discussion ensued concerning infrastructure, donated funds, and the potential for moving forward. City staff will research the potential of an enterprise fund and a joint powers board and report back to the council. Councilmembers expressed their gratitude for the Housing Authority’s hard work and efforts.

- B. Discussion concerning the creation of a Corporal position and job description within the existing staffing numbers.

Chief Peters explained this is position would be the result of restructuring one of the five sergeant positions. This would create an intermediate position to train officers for a leadership role. Councilmember D Hahn inquired if the position would be an in-house selection. Chief Peters answered that ideally, it would be an in-house promotional opportunity.

- C. Lander Community and Convention Center grounds contract discussion.

Public Works Director Lance Hopkin and Assistant Public Works Director Hunter Roseberry lead a discussion concerning groundskeeping at the Community Center. Hunter suggested obtaining bids at APPA Grounds Standards Level 2. Discussion ensued concerning the city budget, the Community Center as the face of the community, enforcing contracts, the age of the building, and changing some of the landscaping. This will be an ongoing conversation in terms of maintenance and infrastructure upkeep.

2. ADJOURNMENT

Being no further business to come before the Council, the meeting was adjourned at 7:30 PM.
The City of Lander

ATTEST:

By: _____
Monte Richardson,
City of Lander Mayor

Rachelle Fontaine, City Clerk

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71 CONSTRUCTION CO	Various Street Repairs	45,111.30
Total 71 CONSTRUCTION CO (2):		45,111.30
7220 CONSULTING LLC	City Hall Remodel	7,271.91
7220 CONSULTING LLC	City Hall Remodel	2,368.59
Total 7220 CONSULTING LLC (1221):		9,640.50
ADAM E PHILLIPS ATTORNEY AT LAW	Professional Fees	2,230.00
ADAM E PHILLIPS ATTORNEY AT LAW	Professional Fees	2,230.00
Total ADAM E PHILLIPS ATTORNEY AT LAW (666):		4,460.00
ALSCO	Community Center Linens	1,131.68
ALSCO	Community Center Linens	138.06
ALSCO	Community Center Linens	138.06
ALSCO	Community Center Linens	133.60
ALSCO	Community Center Linens	211.98
ALSCO	Community Center Linens	116.42
ALSCO	Community Center Linens	219.62
Total ALSCO (917):		2,089.42
API SYSTEMS INTEGRATORS	Installation and hardware for new cell dialer for f	1,200.00
API SYSTEMS INTEGRATORS	12 months cell based fire monitoring service for	547.35
Total API SYSTEMS INTEGRATORS (892):		1,747.35
ARDURRA GROUP INC	Popo Park Entrance	16,571.25
Total ARDURRA GROUP INC (1390):		16,571.25
AYRES ASSOCIATES INC	Master Plan through September 14, 2024	11,314.90
Total AYRES ASSOCIATES INC (1434):		11,314.90
BADGER METER INC	Beacon Mobile Hosting	326.20
Total BADGER METER INC (44):		326.20
BAGLEY, JOHN K.	Flyin	2,500.00
Total BAGLEY, JOHN K. (1168):		2,500.00
BOBCAT OF THE BIG HORN BASIN INC	Windshield wiper arm	76.62
Total BOBCAT OF THE BIG HORN BASIN INC (856):		76.62
BOYLE ELECTRIC	power to aerator	1,065.50
Total BOYLE ELECTRIC (1229):		1,065.50
BROWN COMPANY	Service call for computer reset	574.86
Total BROWN COMPANY (71):		574.86
CENTRAL BANK & TRUST	Petty Cash Reimbursement Sept. 2024 #2	75.00
CENTRAL BANK & TRUST	Petty Cash Reimbursement Sept. 2024 #2	625.00
CENTRAL BANK & TRUST	Petty Cash Reimbursement Sept. 2024 #2	11.70

		711.70
Total CENTRAL BANK & TRUST (96):		
CENTURY LINK	Acct #333469244 8.28.2024	176.06
CENTURY LINK	Acct #333636735 8.28.2024	110.58
CENTURY LINK	Acct #333645632 8.28.2024	110.58
CENTURY LINK	Acct #333888956 8.28.2024	37.66
CENTURY LINK	Acct #333888960 8.28.2024	45.15
		480.03
Total CENTURY LINK (99):		
CFS INSPECTIONS	Ladder testing for ground ladders and aerial	1,933.00
		1,933.00
Total CFS INSPECTIONS (1454):		
COMMUNICATION TECHNOLOGIES INC	Power supplies for radios	325.00
		325.00
Total COMMUNICATION TECHNOLOGIES INC (116):		
COMMUNITY CENTER REFUNDS	COMM. CTR REFUND - ONE SHOT	500.00
		500.00
Total COMMUNITY CENTER REFUNDS (1210):		
CONNOR, ADAM	1/2 Recipient	13,431.59
		13,431.59
Total CONNOR, ADAM (1373):		
COWBOY SUPPLY HOUSE	Acct #1119 Community Center Cleaning Suppli	192.90
		192.90
Total COWBOY SUPPLY HOUSE (121):		
CROELL INC	rock for stock pile	2,284.78
CROELL INC	concrete for valves and manhole s. 6th	613.50
CROELL INC	cement for softball batting cage	603.75
		3,502.03
Total CROELL INC (1452):		
DOWL	Park pathway design to be reimbursed by CD23	6,054.86
		6,054.86
Total DOWL (147):		
DRUG TESTING SERVICES LLC	employee screening	100.00
DRUG TESTING SERVICES LLC	employee testing	65.00
		165.00
Total DRUG TESTING SERVICES LLC (148):		
ELLIS CONCRETE INC	curb and sidewalk Valley View dr.	12,169.50
		12,169.50
Total ELLIS CONCRETE INC (988):		
EMPLOYEE REIMBURSEMENTS	HOTEL 1 NIGHT SLIB MEETING	227.50
		227.50
Total EMPLOYEE REIMBURSEMENTS (154):		
FERGUSON ENTERPRISES INC	4" megalugs	345.92
FERGUSON ENTERPRISES INC	sewer fittings stock	316.96
FERGUSON ENTERPRISES INC	20" cap for ac line	899.91
FERGUSON ENTERPRISES INC	curb stop for well	400.00
FERGUSON ENTERPRISES INC	repair clamps	750.00

		2,712.79
Total FERGUSON ENTERPRISES INC (553):		
FLEX SHARE BENEFITS	Admin Fee Sept2024 Group #310036	125.45
FLEX SHARE BENEFITS	Admin Fee Sept2024 Group #310036	125.45
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Total FLEX SHARE BENEFITS (173):		250.90
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FLOYD'S TRUCK CENTER WY	Charge air cooler	1,174.24
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Total FLOYD'S TRUCK CENTER WY (646):		1,174.24
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FREMONT CO SOLID WASTE DISPOS	trash removal	33.80
FREMONT CO SOLID WASTE DISPOS	lander live and gravel bike race	13.00
FREMONT CO SOLID WASTE DISPOS	trash removal	33.80
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Total FREMONT CO SOLID WASTE DISPOS (183):		80.60
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FREMONT COUNTY TREASURER	JAIL BILL	4,565.00
FREMONT COUNTY TREASURER	Dispatch - Police & Fire	17,695.81
FREMONT COUNTY TREASURER	Dispatch - Police & Fire	499.24
FREMONT COUNTY TREASURER	Maven Property Taxes 1/2	12,852.22
FREMONT COUNTY TREASURER	JAIL BILL	9,570.00
FREMONT COUNTY TREASURER	Property Taxes Sinks	1,639.08
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Total FREMONT COUNTY TREASURER (190):		46,821.35
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FREMONT ENGINEERING & SURVEYING	Survey Check on Buena Vista	705.00
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Total FREMONT ENGINEERING & SURVEYING (1334):		705.00
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FREMONT MOTOR COMPANY	2024 DODGE DURANGO PD	41,433.00
FREMONT MOTOR COMPANY	2024 DODGE DURANGO PD	41,433.00
FREMONT MOTOR COMPANY	2024 DODGE DURANGO PD	41,433.00
FREMONT MOTOR COMPANY	2024 DODGE DURANGO PD	41,433.00
FREMONT MOTOR COMPANY	Evac recharge 1234yf	422.40
FREMONT MOTOR COMPANY	Alignment	141.00
FREMONT MOTOR COMPANY	alignment	164.95
FREMONT MOTOR COMPANY	Gear shift and module	1,023.20
FREMONT MOTOR COMPANY	Electric power steering fluid	45.92
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Total FREMONT MOTOR COMPANY (194):		167,529.47
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GALES CARPET ONE	Flooring supplies for city remodel	2,439.22
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Total GALES CARPET ONE (1460):		2,439.22
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HDR ENGINEERING INC	Baldwin Creek Intersection Study	3,177.50
HDR ENGINEERING INC	Buena Vista Design	2,570.36
HDR ENGINEERING INC	Buena Vista Roadway Design	1,853.75
HDR ENGINEERING INC	Pay Estimate	12,988.08
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Total HDR ENGINEERING INC (994):		20,589.69
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HEIKKILA CONSTRUCTION LLC	Drywall labor for remodel	11,524.54
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Total HEIKKILA CONSTRUCTION LLC (1424):		11,524.54
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HEIL ELECTRIC	Repair on electrical bugs at LCCC	182.00

Total HEIL ELECTRIC (1080):		182.00
HIGH COUNTRY CONSTRUCTION	Tank and Pump Station Work	655,226.65
Total HIGH COUNTRY CONSTRUCTION (1062):		655,226.65
LANDER PET CONNECTION	This is for the 2023 and 2024 contract with the	5,000.00-
Total LANDER PET CONNECTION (1241):		5,000.00-
LANDER SENIOR CITIZENS CENTER	24-Aug	900.74
Total LANDER SENIOR CITIZENS CENTER (296):		900.74
LANDER SWIM CLUB	2024 Spook Splash Sponsorship	200.00
Total LANDER SWIM CLUB (723):		200.00
LAWSON PRODUCTS	Rags	124.40
Total LAWSON PRODUCTS (305):		124.40
MASA	MASA Flight Insurance Renewal - Pieracini Oc	228.00
Total MASA (1167):		228.00
MASTERCARD	Tree tools	166.61
MASTERCARD	Supplies	20.00
MASTERCARD	Microwave	73.85
MASTERCARD	wrpa state conference cheyenne	235.00
MASTERCARD	wrpa conference cheyenne, Jason Byrd	235.00
MASTERCARD	Birthday Cake for employee Birthday	25.99
MASTERCARD	Checked Bag for Flight	20.00
MASTERCARD	Checked Bag for Flight	20.00
MASTERCARD	Phone	218.98
MASTERCARD	Phone	249.21
MASTERCARD	Phone	290.06
MASTERCARD	Phone	25.76
MASTERCARD	Phone	113.85
MASTERCARD	August 2024 2nd set of BacT samples	60.00
MASTERCARD	assorted supplies	123.85
MASTERCARD	Travel	16.23
MASTERCARD	Travel	36.55
MASTERCARD	Travel	79.08
MASTERCARD	Travel	22.75
MASTERCARD	Travel	4.67
MASTERCARD	Misc Supplies	72.94
MASTERCARD	Travel	45.45
MASTERCARD	Travel	22.60
MASTERCARD	Travel	28.60
MASTERCARD	Prof fees - LCCC	249.00
MASTERCARD	Meeting supplies	65.90
MASTERCARD	Remodel furniture storage	175.00
MASTERCARD	misc fencing supplies, padlocks, wasp spray, wo	955.29
MASTERCARD	Supplies for Rotary volunteer project on City Pa	36.27
MASTERCARD	September 1st set of BacT sampling	75.00
MASTERCARD	WAMCAT Silent Auction item	51.17
MASTERCARD	Cross walk paint	595.44
MASTERCARD	Acct#173012201 AUG2024 Fiber	449.50

MASTERCARD	Acct#173012201 AUG2024 Fiber	449.50
MASTERCARD	sewer caps and fittings	38.84
MASTERCARD	fittings for stilling well	120.76
MASTERCARD	Ethanol Free - Premium Fuel Mosquito Foggers	25.00
MASTERCARD	Yellow writing pads	9.93
MASTERCARD	digital recorder, aa and aaa batteries and water	100.24
MASTERCARD	New paper towel holder for kitchen break room	9.49
MASTERCARD	Vandal proof TP holders for WEIcome Center	73.98
MASTERCARD	Wall Mount for TV in back conference room	29.99
MASTERCARD	Rubber mat to seal fuel tank for Jet A Tank	30.99
MASTERCARD	towel dispenser for Welcome Center	48.00
MASTERCARD	Refill for soap for bathrooms	61.68
MASTERCARD	New pull reel for honda engine	13.47
MASTERCARD	Crankcase cover for honda engine	48.95
MASTERCARD	Copy Paper	119.24
MASTERCARD	Video Storage fee	39.88
MASTERCARD	Toilet paper for the terminal	101.48
MASTERCARD	fuel shut off sign for the airport	29.95
MASTERCARD	sprayer nozzle	14.78
MASTERCARD	battery's and furnco's	45.80
MASTERCARD	Headcover and assembly for honda engine	68.95
MASTERCARD	Stainless washers	29.10
MASTERCARD	Video Storage	3.38
MASTERCARD	flyers for wings and wheels - fly in at airport	75.00
MASTERCARD	j&s forms	294.55
MASTERCARD	August 2024 Water Bills	692.22
MASTERCARD	Video Storage	1,548.00
MASTERCARD	Travel	6.50
MASTERCARD	Returned the Honda engine that we ordered	750.29-
MASTERCARD	Concrete work	315.13
MASTERCARD	Travel	7.00
MASTERCARD	Supplies	965.43
MASTERCARD	Supplies	965.43
MASTERCARD	AWS Stacker	23.99
MASTERCARD	Initial lightning strike response from Perfect Pow	2,330.01
MASTERCARD	Training in Utah 9-24-26-2024 Sgt Maus	400.00
MASTERCARD	LED Screen for master power switch hit by light	10,714.10
MASTERCARD	Paying for lightning strike repairs	11,844.10
MASTERCARD	Refund on a Invoice that was paid separately.	10,714.10-
MASTERCARD	Travel police	477.99
MASTERCARD	publication	3,643.19
MASTERCARD	Lifeguard Training Modules for camp	1,176.00
MASTERCARD	Travel	522.53
MASTERCARD	Uniforms	144.00
MASTERCARD	Uniform shirts and Ties	328.81
MASTERCARD	Hotel Room APT Conf 2024	382.96
MASTERCARD	Hotel Room APT Conf 2024	382.96
MASTERCARD	Travel	10.56
MASTERCARD	Travel	1.99
MASTERCARD	Track	4,598.00
MASTERCARD	Wildland boots	405.00
MASTERCARD	Acct#8313 30 500 0003689 AUG2024 Phone C	14.22
MASTERCARD	Acct#8313 30 500 0003689 AUG2024 Phone C	122.01
MASTERCARD	Acct#8313 30 500 0003689 AUG2024 Phone C	129.98
MASTERCARD	Acct#8313 30 500 0003689 AUG2024 Phone C	129.99
MASTERCARD	Acct#8313 30 500 0003689 AUG2024 Phone C	129.99
MASTERCARD	Acct#8313 30 500 0003689 AUG2024 Phone C	259.98
MASTERCARD	Acct#8313 30 500 0003689 AUG2024 Phone C	129.99
MASTERCARD	Acct#8313 30 500 0003689 AUG2024 Phone C	129.99
MASTERCARD	Acct#8313 30 500 0003689 AUG2024 Phone C	129.99

MASTERCARD	Travel	4.00
MASTERCARD	Travel	28.00
MASTERCARD	Past due taser order	1,829.18
MASTERCARD	Acct#3024-9062730-001 AUG2024 Trash Serv	977.00
MASTERCARD	Acct#3024-9062730-001 AUG2024 Trash Serv	150.27
MASTERCARD	Acct#3024-9062730-001 AUG2024 Trash Serv	171.60
MASTERCARD	Acct#3024-9062730-001 AUG2024 Trash Serv	157.36
MASTERCARD	Acct#3024-9062730-001 AUG2024 Trash Serv	721.38
MASTERCARD	Fuel for paint buggy	13.48
MASTERCARD	ammonia standards	171.58
MASTERCARD	hi level alarm for sewer ponds	681.43
MASTERCARD	Google Workspace August 2024	853.20
MASTERCARD	Google Workspace August 2024	853.20
MASTERCARD	misc bolts, screws, paint, wire ties, hooks	586.05
MASTERCARD	Cinch door btm	30.75
MASTERCARD	Supplies	80.00
MASTERCARD	Supplies	26.48
MASTERCARD	Materials for City office remodel	990.10
MASTERCARD	Recording plats/deeds	242.00
MASTERCARD	Travel	22.95
MASTERCARD	Redd Fox Park TTHM & HAA5 testing	333.00
MASTERCARD	August Wastewater Sampling	254.00
MASTERCARD	August Wastewater Sampling	362.00
MASTERCARD	WTP 3rd Quarter TOC sampling	108.00
MASTERCARD	August Wastewater Samples	309.00
MASTERCARD	Shipping for 3rd Quarter TOC sampling	55.00
MASTERCARD	August Wastewater Testing	309.00
MASTERCARD	2024 Lead and Copper Sampling	508.00
MASTERCARD	August Wastewater Testing	254.00
MASTERCARD	August Wastewater Testing	309.00
MASTERCARD	Collar brass for uniform shirts	113.00
MASTERCARD	Travel	37.55
MASTERCARD	Travel	5.55
MASTERCARD	materials for city office remodel	839.60
MASTERCARD	Live trap and bait for rock chucks digging holes i	74.98
MASTERCARD	Oil for gas pumps and a funnel to fill them	26.99
MASTERCARD	Oil for gas pumps and a funnel to fill them	4.99
MASTERCARD	Reducer Coupling	37.97
MASTERCARD	Screw extractors	15.98
MASTERCARD	fittings for sewer at ponds	45.08
MASTERCARD	plumbing fittings for sewer ponds	22.34
MASTERCARD	2 hole punch	34.48
MASTERCARD	Travel	957.40
MASTERCARD	column shifter tube	48.92
MASTERCARD	filters	83.70
MASTERCARD	Evap purge solenoid	55.54
MASTERCARD	valve and fittings	52.09
MASTERCARD	Filter and adhesive	52.42
MASTERCARD	filters, oil, wiper blades for stock	384.52
MASTERCARD	Windshield washer fluid	185.99
MASTERCARD	upper control arm's, and wheel bearing	424.24
MASTERCARD	door hinges	159.63
MASTERCARD	stock order	497.63
MASTERCARD	rear main seal, oil pan gasket, i beam bushings	100.89
MASTERCARD	Heater Hose	42.41
MASTERCARD	A/C Condenser	147.65
MASTERCARD	AC Condenser	140.25
MASTERCARD	Credit	321.01-
MASTERCARD	Travel	11.73
MASTERCARD	Travel	11.41

MASTERCARD	Food for training	38.91
MASTERCARD	Food for Training	43.68
MASTERCARD	Mattocks - UT trip	7.41
MASTERCARD	Rebate	.93-
MASTERCARD	Rebate - Fuel	.42-
MASTERCARD	Day of Concrete Work - no break	74.75
MASTERCARD	Supplies	468.00
MASTERCARD	membership renewal	264.00
MASTERCARD	water testing	15.00
MASTERCARD	Staples	25.76
MASTERCARD	lag screw and eye bolt	37.45
MASTERCARD	post for stilling well	42.12
MASTERCARD	post for level alarm housing at ponds	19.28
MASTERCARD	e-coli testing for August 2024	270.00
MASTERCARD	WT-8 Battery	320.42
MASTERCARD	Storage	40.00
MASTERCARD	Food during Water Break	94.14
MASTERCARD	plumbing fittings for ponds	19.03
MASTERCARD	Office supplies	14.84
MASTERCARD	Travel	5.04
MASTERCARD	Dog chip readers x 2	879.98
MASTERCARD	Taser batteries x 4	348.80
MASTERCARD	CPVC glue recommended by spears to avoid le	123.30
MASTERCARD	Vonage Phone Services AUG2024	823.90
MASTERCARD	Vonage Phone Services AUG2024	823.89
MASTERCARD	storage container for remodel at City Hall	265.00
MASTERCARD	Brass valve	5.39
Total MASTERCARD (327):		59,093.85
MES ROCKY MOUNTAINS	Helmet replacement parts	118.11
Total MES ROCKY MOUNTAINS (336):		118.11
METRON FARNIER	meters to try	4,860.00
Total METRON FARNIER (1451):		4,860.00
NORCO INC	Cylinder Rental Acct#	100.75
Total NORCO INC (364):		100.75
OFFICE OF STATE LANDS & INVEST	Loan payment 06/30/2025	185,000.00-
OFFICE OF STATE LANDS & INVEST	06/30/2025 Loan Payment	66,000.00-
OFFICE OF STATE LANDS & INVEST	06/30/2025 Loan Payment	33,000.00-
OFFICE OF STATE LANDS & INVEST	Loan #CW142	66,000.00
OFFICE OF STATE LANDS & INVEST	Loan #DW180	33,000.00
OFFICE OF STATE LANDS & INVEST	Loan #DW194	185,000.00
Total OFFICE OF STATE LANDS & INVEST (372):		.00
OFFICE SHOP, INC.	Service call to fix copy machine at City Hall	75.00
Total OFFICE SHOP, INC. (373):		75.00
ONE CALL OF WYOMING	dig tickets for Aug. 2024	57.00
Total ONE CALL OF WYOMING (374):		57.00
PAINT SYSTEMS LLC	Paint for city hall remodel	2,075.00

		2,075.00
Total PAINT SYSTEMS LLC (1461):		
PATRICK CONSTRUCTION INC	vault at sewer ponds	10,414.50
Total PATRICK CONSTRUCTION INC (385):		10,414.50
PERFECT POWER INC	City 2024 remodel electrical rough in and demol	12,456.39
Total PERFECT POWER INC (762):		12,456.39
POSTMASTER	Utility Billing Postage	5,000.00
Total POSTMASTER (399):		5,000.00
RDO EQUIPMENT CO	Credit Adjustment Cust #28700002	6.00-
RDO EQUIPMENT CO	mower blades	201.99
Total RDO EQUIPMENT CO (1414):		195.99
REWORX	Contract work for tracking systems and automat	2,482.50
REWORX	Contract work for tracking systems and automat	2,482.50
Total REWORX (1347):		4,965.00
RIVERTON TIRE & OIL CO	tires	739.42
RIVERTON TIRE & OIL CO	tires	585.68
RIVERTON TIRE & OIL CO	tires	1,144.00
RIVERTON TIRE & OIL CO	tires	585.68
RIVERTON TIRE & OIL CO	tires	671.28
Total RIVERTON TIRE & OIL CO (431):		3,726.06
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 July 2024	3,232.03
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 July 2024	271.98
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 July 2024	1,562.92
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 July 2024	3,925.85
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 July 2024	366.57
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 July 2024	164.34
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 July 2024	4,386.60
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 July 2024	3,432.11
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 August 2024	3,850.17
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 August 2024	324.61
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 August 2024	1,548.66
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 August 2024	4,199.48
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 August 2024	313.55
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 August 2024	123.98
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 August 2024	4,496.72
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 August 2024	3,437.30
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 September 2024	4,577.34
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 September 2024	368.66
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 September 2024	1,566.50
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 September 2024	4,299.04
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 September 2024	381.11
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 September 2024	55.55
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 September 2024	4,067.74
ROCKY MOUNTAIN POWER	Acct #58604211-001 3 September 2024	3,925.12
ROCKY MOUNTAIN POWER	Acct #58693041-001 2	10.25

Total ROCKY MOUNTAIN POWER (435):		54,888.18
SENTINEL SECURITY	secure all exterior and pole cameras and a syst	95.00
Total SENTINEL SECURITY (1135):		95.00
STOTZ EQUIPMENT	Used mower for parks	7,100.00
Total STOTZ EQUIPMENT (824):		7,100.00
STRIKE CONSULTING GROUP	Stilling Well Installation	12,140.64
STRIKE CONSULTING GROUP	Sewer Master Plan	761.25
STRIKE CONSULTING GROUP	Water Meter Project	906.25
Total STRIKE CONSULTING GROUP (1112):		13,808.14
SUMMIT FIRE & SECURITY	Fire Inspection at LCCC & Fire Extinguisher	468.25
Total SUMMIT FIRE & SECURITY (1279):		468.25
SWEETWATER AIRE	fix ice machine at the fire hall	1,212.09
SWEETWATER AIRE	ac at public works	172.50
Total SWEETWATER AIRE (484):		1,384.59
TEAM LABORATORY CHEM LLC	Cold mix	1,137.00
TEAM LABORATORY CHEM LLC	Ammonia Bugs	3,482.00
Total TEAM LABORATORY CHEM LLC (493):		4,619.00
TEGELER AND ASSOCIATES	Add 2024 Western Star Sewer Jett Vehicle	1,460.00
TEGELER AND ASSOCIATES	Vol Fire Insurance	3,785.00
Total TEGELER AND ASSOCIATES (933):		5,245.00
THATCHER COMPANY	Pup of Chlorine	9,036.11
THATCHER COMPANY	Tanker of Aluminum Sulfate	10,477.21
Total THATCHER COMPANY (498):		19,513.32
THE PRINT SHOP	scan large prints	50.00
Total THE PRINT SHOP (1457):		50.00
TRIHYDRO CORPORATION	Final bill for Wetland determination Popo Agie R	3,090.25
Total TRIHYDRO CORPORATION (1208):		3,090.25
USA BLUE BOOK	2 new jar testing beakers	221.84
USA BLUE BOOK	4 new jar testing beakers	368.60
USA BLUE BOOK	6 new jar testing beakers	552.90
Total USA BLUE BOOK (532):		1,143.34
VAN DIEST SUPPLY CO.	3-D Broadleaf Herbicide - Parks and city propert	239.00
VAN DIEST SUPPLY CO.	Cleantraxx, Highnoon, and Milestone Herbicide	3,348.00
VAN DIEST SUPPLY CO.	RangerPro Glyphosate Herbicide - Streets and	435.75
VAN DIEST SUPPLY CO.	2nd Shipment of 3-D Turf Herbicide for broadlea	478.00
VAN DIEST SUPPLY CO.	Ranger Pro Glyphosate Herbicide - bare ground	473.75

Total VAN DIEST SUPPLY CO. (542):		4,974.50
VELASQUEZ, LIANA	1/2 Recipient	1,258.38-
Total VELASQUEZ, LIANA (1423):		1,258.38-
VERIZON WIRELESS - VSAT	Preservation of evidence L24-03053	50.00
Total VERIZON WIRELESS - VSAT (1103):		50.00
WALLER, TECIA	Maintenance at LCCC and City Hall	3,500.00
WALLER, TECIA	Maintenance at LCCC and City Hall	500.00
WALLER, TECIA	Maintenance at LCCC and City Hall	500.00
Total WALLER, TECIA (1333):		4,500.00
WAM - WCCA	WYCMA conference registration for RAJean	105.00
Total WAM - WCCA (546):		105.00
WAMCO LAB INC.	wet test sewer ponds	2,300.00
WAMCO LAB INC.	DMRQA wet test	380.00
Total WAMCO LAB INC. (548):		2,680.00
WATER REFUNDS	REFUND - WATER - PALMENO	216.04
Total WATER REFUNDS (552):		216.04
WESTERN LAW ASSOCIATES	Professional Services	3,633.79
Total WESTERN LAW ASSOCIATES (559):		3,633.79
WHITING LAW PC	September 2024 Services	857.50
Total WHITING LAW PC (564):		857.50
WILLIAM H SMITH & ASSOC	Lincoln Street Construction Admin	3,890.00
WILLIAM H SMITH & ASSOC	Baldwin Creek Road Task 3	2,080.00
WILLIAM H SMITH & ASSOC	Streets Testing	450.00
Total WILLIAM H SMITH & ASSOC (1058):		6,420.00
WWC ENGINEERING	Well Project Engineering	1,500.00
Total WWC ENGINEERING (1326):		1,500.00
WYDOT	Agency Code: 10-03-000 License Plates 101 T	1,010.00
WYDOT	exempt vehicle plates 4 pd vac truck	50.00
Total WYDOT (594):		1,060.00
WYDOT - FINANCIAL SERVICES	Cust #60 AUGUST 2024 Fuel	4,199.58
WYDOT - FINANCIAL SERVICES	Cust #60 AUGUST 2024 Fuel	252.12
WYDOT - FINANCIAL SERVICES	Cust #60 AUGUST 2024 Fuel	2,099.79
WYDOT - FINANCIAL SERVICES	Cust #60 AUGUST 2024 Fuel	2,099.78
Total WYDOT - FINANCIAL SERVICES (606):		8,651.27

CITY OF LANDER

Invoice Register - Council - Paper
Input Dates: 9/12/2024 - 10/9/2024

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WYOGLOSS LLC	windshield	527.75
Total WYOGLOSS LLC (1370):		527.75
WYOMING RETIREMENT SYSTEM	Firefighter retirement	637.50
Total WYOMING RETIREMENT SYSTEM (614):		637.50
WYOMING STATE FIREMEN'S ASSN.	Uniform Patches	31.00
Total WYOMING STATE FIREMEN'S ASSN. (615):		31.00
Grand Totals:		1,289,989.29

Report GL Period Summary

Vendor number hash:	0
Vendor number hash - split:	0
Total number of invoices:	0
Total number of transactions:	0

Part time employee gross wages by department for the pay period 8/19/2024 – 9/18/2024

Cemetery = \$4,439.63

Municipal Court = \$1,181.25

Park = \$1,494.00

Police = \$1,584.00

Weed & Pest = \$4,919.23

September 30, 2024 Net Payroll

\$ 248,755.33

Transmittals

Aflac	\$	454.68
Child Support	\$	1,554.50
Colonial Life	\$	232.55
Payroll Taxes	\$	88,006.15
Fascorp - Deferred Comp	\$	7,115.00
FlexShare Benefits	\$	866.67
NCPERS - Prudential Life	\$	128.00
Trustmark Insurance Benefits	\$	394.65
WEBT - WY Educators Benefit Trust (Health Ins.)	\$	86,298.28
Workers Comp	\$	5,335.20
Wyoming Retirement System	\$	61,328.45

ORDINANCE 2024-7

AMENDING ORDINANCE 2023-3 AND TITLE 12, SECTION 12-3-3, PARKS AND RECREATION POTENTIAL PENALTIES FOR PARK RULE VIOLATIONS

WHEREAS, Section 12-3-3- of Title 12 provides City Park Rules specific to each municipal park and potential penalties for violation of said rules; and

WHEREAS, the Mayor and Council of the City of Lander find it is in the best interest of the City of Lander to amend Ordinance 2023-3 and Title 12, Section 12-3-3 as to the potential penalties for violations of the park rules,

NOW THEREFORE, be it ordained by the Mayor and Council of the City of Lander, in the State of Wyoming, as follows:

SECTION 1: AMENDMENT “12-3-3 Parks And Recreation” of the City of Lander Municipal Code is hereby *amended* as follows:

12-3-3 Parks And Recreation

A. Individual City Park Rules

All parks and recreational facilities within the City maintained by the City for the public shall have park rules for each park location as created by Resolution and approved and adopted by the Governing Body. Each park location shall have posted signage listing park rules pertaining to each location.

SECTION 2: Any person who violates this Ordinance and/or the park rules as set forth in Resolutions 1321, 1322, 1323, 1327 and 1328 as they may be amended located at www.landerwyoming.org/parkssites and as posted on each park restroom is :

- A. A conviction of a first offense guilty of a misdemeanor punishable by a maximum fine of \$75.00.
- B. A Second or subsequent offense is punishable by increased fines not to exceed a maximum of \$750.00. ~~or imprisonment for not more than six months~~. Forfeitable bonds will be as outlined in the Lander Municipal Court Bond Schedule as adopted from time to time.

SECTION 3: All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4: Severability. If any section, subsection, sentence, phrase, or clause of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are declared to be severable.

SECTION 5: This Ordinance shall take effect from and after its passage, approval and publication as required by law and the ordinances of the City of Lander.

PUBLIC HEARING DATE: AUGUST 13, 2024.

PASSED ON FIRST READING: AUGUST 13, 2024.

PASSED ON SECOND READING: SEPTEMBER 10, 2024.

PASSED ON THIRD READING: *OCTOBER 8, 2024.*

PASSED, ADOPTED AND APPROVED by the Mayor and the CITY OF LANDER COUNCIL on the ____ day of _____, 2024.

THE CITY OF LANDER
A Municipal Corporation

ATTEST: By _____
Monte Richardson, Mayor

Rachelle Fontaine, City Clerk

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

CERTIFICATE

I hereby certify that on _____, 2024 , following passage, adoption and approval of Ordinance 2024-7, Monte Richardson, the duly elected, qualified and acting Mayor of the City of Lander, issued this proclamation and said ordinance was published at least once in the Lander Journal, a newspaper of general circulation within Lander, Wyoming, the effective date and publication being _____2024.

Rachelle Fontaine, City Clerk

RESOLUTION 1344

A RESOLUTION CREATING A JOB DESCRIPTION FOR POLICE DEPARTMENT CORPORAL

WHEREAS, pursuant to Section 12-2-6 of the Lander City Code the Mayor and City Council have adopted a personnel and policies manual; and

WHEREAS, as part of said manual, there is a compensation plan which contains job descriptions for the various city employees and which job description; and

WHEREAS the Governing Body desires to create the job description for a Police Department Corporal; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Governing Body of the City of Lander that the job description for the Police Department Corporal, shall be created as attached hereto and incorporated herein.

PASSED, APPROVED AND ADOPTED the 8th day of October 2024.

The City of Lander
A Municipal Corporation

Attest:

By: _____
Monte Richardson, Mayor

Rachelle Fontaine, City Clerk

CERTIFICATE

I, Rachelle Fontaine, hereby certify that the foregoing Resolution was adopted by the Governing Body of the City of Lander at a regular meeting held on October 8, 2024 , and that the meeting was held according to law; and that the said Resolution has been duly entered into the minute book of the City of Lander.

Rachelle Fontaine, City Clerk



City of Lander

Job Description

Title: Police Corporal	Grade: 8
Department: Police Department	Effective Date: 9/2024
Division: Patrol FSLA- NONEXEMPT	Last Revised: 9/2024

GENERAL PURPOSE

This position provides supervisory direction for police officers, assists training officers, and performs a variety of law enforcement-related functions associated with the operations of a shift, division, or assignment. Assists the Patrol Sergeant with a variety of leadership, management, and supervisory functions for assigned shifts.

SUPERVISION RECEIVED

Works under the supervision of the Patrol Sergeant.

SUPERVISION EXERCISED

Provides direct supervision to Police Officers I, II, and III. The Corporal assigns work in terms of very general instructions. The supervisor spot-checks completed work for compliance with procedures and the nature and propriety of the final results.

ESSENTIAL FUNCTIONS

- Assures the integration and application of and compliance with the Core Values of the City of Lander and the Law Enforcement Code of Ethics.
- Responds to calls for service; investigates crimes; conducts patrols; provides on-scene supervision for officers.
- Produces case reports; manages internal records.
- Approves shift case reports; handles complaints from citizens; provides assistance and assigns tasks to other officers.
- Responds to citizen complaints.
- Trains, assigns, supervises, and evaluates personnel.
- Completes a variety of administrative tasks, including scheduling, timecard maintenance, and the preparation of reports and memoranda.

- Provides first responder first-aid.
- Interviews witnesses and interrogates suspects.
- Performs the duties of Field Training Officer as assigned; completes daily and weekly training evaluations.
- Performs related duties.

CORE COMPETENCIES

- **Adaptability:** Adapts to changes in work environment, procedures, and assignments; Manages competing demands; Accepts criticism and feedback; Changes approach/method to best fit the situation/work assignment.
- **Communication:** Expresses ideas and thoughts both verbally and in written form; Exhibits good listening and comprehension; Keeps others adequately informed; Selects and uses appropriate communication methods.
- **Cooperation:** Establishes and maintains effective relations; Displays positive outlook and pleasant manner; Exhibits tact and consideration; Offers assistance and support to co-workers; Works cooperatively with supervisor and co-workers.
- **Customer Service:** Displays courtesy and sensitivity; Manages difficult / emotional customer situations; Responds promptly to customer needs; Meets commitments; Solicits customer feedback to improve service.
- **Dependability:** Consistently reports to work on time ready to begin work; Responds promptly to requests for service and assistance; Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments.
- **Initiative:** Volunteers readily; Seeks increased responsibility; Identifies opportunities to improve systems & procedures; Asks for help when needed.
- **Job Knowledge:** Competent and knowledgeable in key result areas; Exhibits ability to learn and apply new skills; Requires minimal supervision; Displays understanding of how job relates to others.
- **Judgment:** Displays a willingness to make decisions; Exhibits sound and accurate judgment; Supports and explains reasoning for decisions; Includes appropriate people in decision making process; Makes timely decisions.
- **Planning & Organization:** Prioritizes and plans work activities; Uses time efficiently; Plans and uses available resources; Works in an organized manner.

- Quality: Demonstrates accuracy and thoroughness; Displays commitment to excellence; Looks for ways to improve and promote quality; Applies feedback to improve performance; Monitors own work to ensure quality.

MINIMUM QUALIFICATIONS

- A high school diploma or GED **AND** three (5) years of relevant police, law enforcement or closely related experience **OR** any equivalent combination of experience and/or education from which comparable knowledge, skills and abilities have been achieved.
- Possession of a valid driver's license issued by the State of Wyoming for the type of vehicle or equipment operated.
- Ability to meet current requirements set forth by the Police Officer Standards and Training Certification for the State of Wyoming at the level of Advanced Peace Officer.
- Successful completion of the trial period.

ESSENTIAL FUNCTIONS, KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of relevant federal and state laws and local ordinances.
- Knowledge of the theories, principles, and practices of police administration.
- Knowledge of criminal procedures, use of force standards, proper patrol techniques, emergency vehicle operation, and firearm safety.
- Knowledge of interview and interrogation techniques.
- Knowledge of the principles of evidence handling.
- Knowledge of city and department policies and procedures.
- Knowledge of management and supervisory principles and techniques.
- Knowledge of employee evaluation guidelines.
- Knowledge of the criminal justice system.
- Skill in planning, organizing, analyzing, decision making, and problem solving.
- Skill in the supervision of personnel.
- Skill in the use of firearms and other standard and specialized equipment.
- Skill in public and interpersonal relations.

- Skill in oral and written communication.
- Skill in the use of computers and job-related software programs.

WORK ENVIRONMENT:

- The work consists of varied supervisory and technical law enforcement duties. The potential for life-threatening situations contributes to the complexity of the work.
- The work is typically performed while intermittently sitting, standing, walking, running, stooping, bending, or crouching. The employee must be able to restrain persons, lift objects of varying weights, and distinguish between shades of color. The employee must possess manual dexterity.
- The work is typically performed indoors, traveling in a vehicle, and outside, where the employee may be exposed to heat, cold, or inclement weather. The employee may be exposed to infectious or contagious diseases and life-threatening situations.

DRIVING REQUIREMENTS:

For driving essential positions, employment with the City of Lander is contingent upon a satisfactory driving record. A driving record that has any of the following may be considered unsatisfactory: 1). Conviction of three or more moving violations from separate incidents, within the past 36 months; 2) A conviction within the previous 36 months of any of the following: Driving Under the Influence of Alcohol or Drugs; Leaving the scene of an accident; Fleeing to avoid arrest; Reckless Driving; Driving without automobile insurance; Driving on a suspended license; or Refusal to take a blood/breathalyzer test for suspected impaired driving.

SUPPLEMENTAL INFORMATION

Women, minorities, and individuals with disabilities are encouraged to apply. The City of Lander is an equal opportunity employer. Qualified applicants are considered for positions for which they have applied without regard to race, religion, sex, age, national origin, disability, sexual orientation, or other characteristics protected by law.

Employment with the City of Lander is contingent upon successful background screen and a pre-employment drug test.

Random, reasonable suspicion and post-accident drug and alcohol testing are administered to City employees in accordance with the law, Federal requirements and City policy.

Driving records are required for all new employees. If the employee has not held a Wyoming driver's license for the last three (3) years, the employee must provide at their own expense and initiate a driving record from all previous States of residency.

If you have questions regarding the background screen, or pre-employment, random, reasonable suspicion or post-accident drug testing, please contact the Human Resource Director at (307) 332-2870 X-7 prior to accepting the job offer.

Employees are required to follow the established guidelines of the City to include, but are not limited to, the employee manual, safety policies and procedures, and departmental policies and procedures.

I have read this job description and understand my job duties and responsibilities. I am able to perform the essential functions as outlined with or without accommodations. I understand that my job may change on a temporary or regular basis according to the needs of my location or department without it being specifically included in the job description. The above statements describe the general nature, level, and type of work performed by the incumbent(s) assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, demands, and skills required of personnel so classified. Job descriptions are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. The City of Lander reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice, to the extent allowed by law. This job description supersedes earlier versions.

Employee's Name (Printed)

Employee's Signature

Date

RESOLUTION 1345

**A RESOLUTION AMENDING
SALARY STRUCTURE WITHIN THE CITY OF LANDER TO ADD NEW
POLICE DEPARTMENT CORPORAL POSITION**

WHEREAS, pursuant to Section 12-2-6 of the City of Lander Code Book, the Mayor, subject to the approval of the City Council, may establish regulations and policies concerning all city personnel; and

WHEREAS, pursuant to Section 12-2-6 of the City of Lander Code Book, the Mayor and City Council have adopted personnel regulations; and

WHEREAS, all classified city positions should have a pay grade chart that reflects a fair and equitable pay as determined by the Mayor and City Council; and

WHEREAS, a compensation plan containing a grade chart was previously adopted pursuant to the personnel regulations; and

WHEREAS, the governing body of the City of Lander desires to amend the Salary Structure to add the new Police Department Corporal position to grade 8 within the City of Lander; and

WHEREAS, the governing body for the City of Lander has considered the criteria set forth and described in the Compensation Section of the Managerial Guidelines in amending the compensation plan as hereinafter set forth.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF LANDER that the governing body may amend, repeal or revoke the compensation plan at any time by resolution of the governing body pursuant to the City of Lander’s personnel regulations.

BE IT FURTHER RESOLVED BY THE GOVERNING BODY OF THE CITY OF LANDER, by the Governing Body of the City of Lander that the Salary Structure and be amended to add the new Police Department Corporal position to grade 8 within the City of Lander as set forth in Exhibit “A” attached hereto and incorporated herein by reference hereby added to the compensation plan portion of the City of Lander Managerial Guidelines and or other city compensation plan documents.

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

The City of Lander
A Municipal Corporation

Attest:

By: _____
Monte Richardson, Mayor

Rachelle Fontaine, City Clerk

CERTIFICATE

I, Rachelle Fontaine, hereby certify that the foregoing Resolution was adopted by the Governing Body of the City of Lander at a regular meeting held on _____ and that the meeting was held according to law; and that the said Resolution has been duly entered into the minute book of the City of Lander.

Rachelle Fontaine, City Clerk

City of Lander
Salary Structure & Tables July 2024

Pay Grade	Annual Pay Rates			12 Monthly Pay Rates			2080 Hourly Pay Rates			Positions
	Minimum	Mid	Maximum	Minimum	Mid	Maximum	Minimum	Mid	Maximum	
1	43,332	55,422	67,511	3,611	4,618	5,626	20.83	26.65	32.46	Assistant Sexton, Court Clerk, Judge, Maintenance Worker, Parks Clerk, Water Clerk, Weed & Pest Controller, Clerk/Evidence Tech Assistant, Detective Secretary Evidence Clerk, Equipment Operator I, II, Code Enforcement
2	46,926	60,017	73,108	3,910	5,001	6,092	22.56	28.85	35.15	Water Operator I, Water Operator II, Equipment Operator III,
3	50,880	65,075	79,270	4,240	5,423	6,606	24.46	31.29	38.11	Water Operator III, Mechanic
4	53,023	67,815	82,607	4,419	5,651	6,884	25.49	32.60	39.71	Police Officer I
5	55,254	70,669	86,083	4,605	5,889	7,174	26.56	33.98	41.39	Police Officer II, Street Foreman, Water System Foreman,
6	57,594	73,662	89,730	4,799	6,138	7,477	27.69	35.41	43.14	Airport and Fire Hall Facilities Manager, Weed & Pest Supervisor, Police Officer III, Water Operator IV
7	60,098	76,864	93,631	5,008	6,405	7,803	28.89	36.95	45.01	Detective, Community Development Coordinator, Parks Maintenance Foreman
8	62,621	80,092	97,563	5,218	6,674	8,130	30.11	38.51	46.91	Building Inspector, Sexton, Police Department Corporal
9	65,343	83,572	101,801	5,445	6,964	8,483	31.41	40.18	48.94	Sergeant, Shop Supervisor
10	68,209	87,238	106,267	5,684	7,270	8,856	32.79	41.94	51.09	Assistant to the Mayor, Deputy Clerk/Treasurer,
11	71,205	91,069	110,933	5,934	7,589	9,244	34.23	43.78	53.33	Streets Supervisor, Water/Sewer Supervisor, Parks and Recreation Director
12	79,039	101,088	123,138	6,587	8,424	10,261	38.00	48.60	59.20	City Clerk, Human Resource Director, Assistant Public Works Director
13	88,957	113,775	138,593	7,413	9,481	11,549	42.77	54.70	66.63	City Treasurer, Police Captain
14	100,122	128,054	155,986	8,343	10,671	12,999	48.14	61.56	74.99	Police Chief, Engineer/Public Works Director

EXHIBIT "A"

Date of Issuance: 10/1/24	Effective Date: 10/1/24
Owner: City of Lander	Owner's Contract No.:
Contractor: High Country Construction	Contractor's Project No.:
Engineer: HDR Engineering, Inc.	Engineer's Project No.: 10193520
Project: Tank and Pump Station	Contract Name: Lander High Pressure Water System Upgrades – Phase III Projects

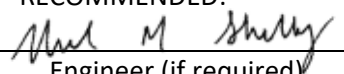
The Contract is modified as follows upon execution of this Change Order:

Description:

Item	Item Description	Cost	Time (calendar days)
1	Reconnection of customer at 15+34 (05C002) after abandonment of old lines	\$ 27,350.00	14
2	Additional Level Sensor Installed in Tank + Conduit, Wiring, Programming	\$ 4,671.07	1
3	Additional Flange adapters needed in PRV vaults	\$ 1,865.44	1
4	Pump skid modifications for field fit and maintenance	\$ 1,195.43	2
Total		\$ 35,081.94	18

Attachments: *Contractor Price Proposals*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: <u>\$ 9,484,375.50</u>	Original Contract Times: Substantial Completion: <u>6/26/2024</u> Ready for Final Payment: <u>7/26/2024</u>
Increase from previously approved Change Orders No. <u>0</u> to No. <u>1</u> : <u>\$ 13,425</u>	Increase from previously approved Change Orders No. <u>0</u> to No. <u>1</u> : Substantial Completion: <u>11/30/2024</u> Ready for Final Payment: <u>30 calendar days after substantial completion</u>
Contract Price prior to this Change Order: <u>\$ 9,497,800.50</u>	Contract Times prior to this Change Order: Substantial Completion: <u>11/30/2024</u> Ready for Final Payment: <u>30 calendar days after substantial completion</u>
Increase of this Change Order: <u>\$ 35,081.94</u>	Increase of this Change Order: Substantial Completion: <u>18 calendar days</u> Ready for Final Payment: <u>no change</u>
Contract Price incorporating this Change Order: <u>\$ 9,532,882.44</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>12/18/2024</u> Ready for Final Payment: <u>30 calendar days after substantial completion</u>

<p style="text-align: center;">RECOMMENDED:</p> <p>By: <u></u> Title: <u>Project Manager</u> Date: <u>10/1/2024</u></p>	<p style="text-align: center;">ACCEPTED:</p> <p>By: _____ Title: <u>Owner (Authorized Signature)</u> Date: _____</p>	<p style="text-align: center;">ACCEPTED:</p> <p>By: _____ Title: <u>Contractor (Authorized Signature)</u> Date: _____</p>
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08/26/2024
2302CO

14:56
2302 Lander High Pressure Change Order

Section 10, Item E.

BID TOTALS

<u>Biditem</u>	<u>Description</u>	<u>Status - Rnd</u>	<u>Quantity</u>	<u>Units</u>	<u>Unit Price</u>	<u>Bid Total</u>
10	REMOVE EXISTING FENCE	U	10.000	LF	15.00	150.00
20	TEMPORARY WATER SERVICE	U	1.000	EA	1,610.00	1,610.00
30	REMOVE REPLACE GRADING W BASE	U	4.000	TONS	125.00	500.00
40	REMOVE REPLACE ASPHALT PAVING	U	13.000	SY	357.00	4,641.00
50	EXPOSE EXISTING SERVICE CONNECTION	U	1.000	EA	879.00	879.00
60	16" SERVICE SADDLE FOR 1" W/CORP STOP	U	1.000	EA	2,564.00	2,564.00
70	1" PE SERVICE LINE	U	20.000	LF	51.00	1,020.00
80	18" TANDEM METER PIT W/PRV	U	1.000	EA	5,044.00	5,044.00
90	1" CURB VALVE AND CURB BOX	U	1.000	EA	1,927.00	1,927.00
100	1" SERVICE LINE IN EXISTING CASING	U	220.000	LS	36.00	7,920.00
110	CONNECT TO EXISTING WATER SERVICE AT CURB STOP	U	1.000	EA	586.00	586.00
120	REMOVE EXISTING CURB STOP	U	1.000	EA	293.00	293.00
130	REMOVE AND INSTALL TYPE F FENCE END PANEL	U	1.000	EA	1,555.00	1,555.00

Service in Casing \$28,689.00

200	REMOVE EXISTING FENCE	U	10.000	LF	15.00	150.00
210	EXPOSE EXISTING SERVICE CONNECTION	U	1.000	EA	879.00	879.00
220	16" SERVICE SADDLE FOR 1" SERVICE W/CORPSTOP	U	1.000	EA	2,564.00	2,564.00
230	1" PE SEVICE LINE	U	20.000	LF	51.00	1,020.00
240	18" TANDEM COUL METER PIT W/PRV	U	1.000	EA	5,044.00	5,044.00
250	1" CURV VALVE AND CURB BOX	U	1.000	EA	1,927.00	1,927.00
260	TRENCHLESS 1" SERVICE LINE	U	220.000	LF	60.60	13,332.00
270	CONNECT TO EXISTING WATER SERVICE @ CURB STOP	U	1.000	EA	586.00	586.00
280	REMOVE EXISTING CURB STOP	U	1.000	EA	293.00	293.00
290	REMOVE AND INSTALL TYPE F FENCE END PANEL	U	1.000	EA	1,555.00	1,555.00

Trenchless Option \$27,350.00

300	CONNECT TO EXIST WATER SERVICE	U	2.000	EA	1,785.00	3,570.00
310	2" COMPRESSION 90 BEND	U	1.000	EA	578.00	578.00
320	2" COMPRESSION 45 BEND	U	1.000	EA	542.00	542.00
330	2" PE SERVICE LINE	U	30.000	LF	81.00	2,430.00

08/26/2024
 2302CO

14:56
 2302 Lander High Pressure Change Order

Section 10, Item E.

BID TOTALS

<u>Biditem</u>	<u>Description</u>	<u>Status - Rnd</u>	<u>Quantity</u>	<u>Units</u>	<u>Unit Price</u>	<u>Bid Total</u>
340	PLUG/ABANDON OLD LINES	U	4.000	EA	2,150.00	8,600.00
350	20" SERVICE SADDLE FOR 2" SERVICE	U	3.000	EA	3,170.00	9,510.00
360	2" CURB VALVE & CURB SERVICE BOX	U	3.000	EA	4,490.00	13,470.00
370	METER PIT ASSEMBLY	U	3.000	EA	4,620.00	13,860.00
380	CONTINUOUS COLLAR AROUND CURB BOX	U	1.000	EA	1,500.00	1,500.00
390	EXPLORATORY EX	U	3.000	HR	800.00	2,400.00
400	TRENCHLESS 2" SERVICE LINE.	U	660.000	LF	97.50	64,350.00

Bore Services \$120,810.00

500	6" FLANGE ADAPTER PRV		8.000	EA	233.18	1,865.44
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PRV Extra Fittings \$1,865.44

Bid Total =====> \$178,714.44

Shelby, Uriel

From: Chad Connell <chadc@highcountryconst.com>
Sent: Thursday, September 5, 2024 10:28 AM
To: Shelby, Uriel
Subject: cost for pump

CAUTION: [EXTERNAL] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Urie,

The cost for the pump is \$1,195.43

Labor \$669.60

Material \$525.83

Thank You

Chad Connell
President
High Country Construction, Inc.
307-332-4933
307-330-8175 Cell



Shelby, Uriel

From: Chad Connell <chadc@highcountryconst.com>
Sent: Tuesday, October 1, 2024 1:40 PM
To: Shelby, Uriel
Subject: level indicator

CAUTION: [EXTERNAL] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Uri

Cost to install level indicator

\$4,671.07

Thank You

Chad Connell
President
High Country Construction, Inc.
307-332-4933
307-330-8175 Cell

