



**CITY OF LANDER**  
**BOARD OF ADJUSTMENT & PLANNING COMMISSION MEETING**

Thursday, May 16, 2024 at 6:00 PM  
City Council Chambers, 240 Lincoln Street

**AGENDA**

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**Join Zoom Meeting**

<Insert Zoom Link>

Attendance: Chair Zach Mahlum, Members, Tom Russell, Kara Colovich, Kristin Yannone, Dave Fehringer, Rob Newsom, and Joe Henry. City Attorney Adam Phillips, Council Liaison Missy White, Assistant Public Works Director Hunter Roseberry, Recording Secretary RaJean Strube Fossen

**1. CALL TO ORDER / PLEDGE OF ALLEGIANCE**

This meeting is being recorded electronically. All petitioners to the Board of Adjustments will receive a written decision and order within thirty (30) days of this hearing. The decision will be clearly stated with findings of fact and conclusions of law. Anyone wishing to appeal against a decision and order may do so through District Court.

Anyone wishing to speak tonight, must first be recognized, come to the podium, take the oath, and state your name prior to speaking.

**2. APPROVAL OF MINUTES**

A. **BOARD OF ADJUSTMENT MINUTES** of May 2, 2024

**3. BOARD OF ADJUSTMENT - NEW BUSINESS**

**4. BOARD OF ADJUSTMENT - OLD BUSINESS**

**5. PLANNING COMMISSION - NEW BUSINESS**

A. S 24.02 Landent Subdivision Re-Plat, 799 S 2nd, Olson/Bills

**6. PLANNING COMMISSION - OLD BUSINESS**

A. Proposed Title 4 changes final edits

**7. ADJOURNMENT**



**CITY OF LANDER**  
**SUBDIVISION CHECKLIST – TITLE 4-9-4**  
**NON-REFUNDABLE FEES**  
**PRELIMINARY PLAT \$600.00**  
**FINAL PLAT \$400.00 plus recording fees**

Section 5, Item A.

For Office use only: Case # S24.02 Public hearing date \_\_\_\_\_  
 Date Received 4/15/24 Date Fee Paid 4/15/24  
 Date of public notice \_\_\_\_\_ Commission Decision \_\_\_\_\_

Name of Applicant Laural Bills Chambers Email LAURALCH14@OUTLOOK.COM  
 Address PO BOX 1838, Lander, WY 82520 Phone 307-349-2201

Do you own this property Yes  No \_\_\_\_\_

If no, Name of Owner \_\_\_\_\_ Email \_\_\_\_\_  
 Address \_\_\_\_\_ Phone \_\_\_\_\_

Legal Description of Property (Street address, subdivision lot and block numbers, or attached a Legal description prepared by a surveyor)  
SW1/4SE1/4 of Section 18, Township 33 North, Range 99 West, 6th P.M

Name of Subdivision Landent Subdivision Re-Plat

Total area of this subdivision: .63 acres.

If part of a proposed larger development, total adjacent area contemplated for future subdivision \_\_\_\_\_ acres.

Number of Proposed Lots: 2 Typical Lot Size Tract A-.42, Tract B-.21  
 Linear feet of proposed streets: Total \_\_\_\_\_ Arterial \_\_\_\_\_  
 Collector \_\_\_\_\_ Local \_\_\_\_\_

Existing Zoning R-Med Proposed Zoning R-Med  
 (Please fill out a Request for Re-Zoning if appropriate)



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Section 5, Item A.

Type of Development Proposed:

Residential (single-family)	_____	acres
Residential (multi-family)	_____	acres
Commercial	_____	acres
Industrial	_____	acres
Open Space (Title 4-9-8)	_____	acres
Street Rights-of-Way	_____	acres
Other <u>R-Med</u>	<u>.63</u>	acres

Name of **Surveyor** David A. Fehringer Email dave.f@fremontsurveying.com

Address 155 N 1st, STE A, PO Box 1292, Lander, WY 82520 Phone 307-349-0840

Name of **Engineering firm** Fremont Engineering & Surveying Email chat@fremontsurveying.com

Address 155 N 1st St., STE A, Lander, WY 82520 Phone 307-206-1007

**PRELIMINARY PLAT CHECKLIST -**

- (1) Preliminary Plats shall be submitted in two (2) hard copies, and one (1) PDF, to the Department of Planning. The Preliminary Plat shall consist of a drawing or drawings and accompanying material and information prescribed as follows:
- NA (2) The Preliminary Plat drawing 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:
  - (a) The name of the subdivision. The name shall not duplicate or too closely resemble the name of any subdivision previously filed in the County.
  - (b) Date of preparation, scale and north arrow. The top of each sheet shall represent north wherever possible.
  - (c) 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.
  - (d) The names, addresses and phone numbers of the developer or subdivider, and the individual or firm responsible for the preparation of the Preliminary Plat.
  - (e) A legal description of the subdivision boundary.



**CITY OF LANDER  
SUBDIVISION CHECKLIST – TITLE 4-9-4  
NON-REFUNDABLE FEES**

Section 5, Item A.

**PRELIMINARY PLAT \$600.00**

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- X (f) The boundary lines of the subdivision in a heavy, solid line and referenced to section or quarter section lines.
  - X (g) 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.
  - NA (h) Existing contours at an interval of two (2) feet unless portions of the proposed subdivision has such severe slopes that, as determined by the City Engineer, intervals greater than two (2) feet would be more suitable.
  - NA (i) General location and extent of any significant natural features such as wooded areas, streams, drainage ways, or lakes.
  - NA (j) Floodplains of designated streams as delineated on maps available in the office of the City Engineer.
  - X (k) 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.
  - X (l) 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.
  - X (m) Location and dimensions of all easements of record.
  - X (n) Existing zoning and land use of proposed subdivision and immediately adjacent areas.
  - X (o) Location and width of proposed streets, alleys, pedestrian ways and easements.
  - X (p) Layout, numbers and approximate dimensions of proposed lots and blocks.
  - X (q) 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.
  - X (r) 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.
- (3) The following information and material shall accompany the Preliminary Plat drawing:
- X (a) Payment of the total amount of the Preliminary Plat fee.



**CITY OF LANDER  
SUBDIVISION CHECKLIST – TITLE 4-9-4  
NON-REFUNDABLE FEES**

Section 5, Item A.

**PRELIMINARY PLAT \$600.00**

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- NA (b) A statement explaining how and when the subdivider proposes to install water, sewer, paving, sidewalks, drainage ways, and other required improvements.
  - NA (c) A statement describing the development and maintenance responsibility for any private streets, ways or open spaces.
  - NA (d) A soils report, or the recommendation of a qualified professional engineer, or a letter from the affected Soil Conservation District) regarding soil suitability, including corrosion hazard, erosion control, sedimentation and flooding problems.
  - NA (e) A description of the phasing and scheduling of phases for the development if the Final Plat is to be submitted in separate phases.
  - NA (f) 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 or the city.
  - NA (g) 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.
  - X (h) A subdivision application on the standard forms provided.
  - NA (i) A completed Preliminary Plat check list on the standard forms provided.
  - NA (j) Information as to appurtenant water rights, including but not limited to quantity, source and applicable documents.
  - NA (k) A copy of the warranty or proof of clear title to the lands within the legal description.
- (4) After receipt of the Preliminary Plat and all required supporting material, the Department of Planning shall schedule the Plat for consideration at the next regular meeting of the Planning Commission which occurs after twenty-one (21) days from the date on which the Plat was submitted.



# THE CITY OF LANDER

240 LINCOLN STREET, LANDER, WY 82520

TELEPHONE 307-332-2870

OFFICE OF  
PLANNING COMMISSION

May 13, 2024

City Staff Comments on S 24.02, Landent Subdivision Re-plat, Secret Valley, Bills/Olsen

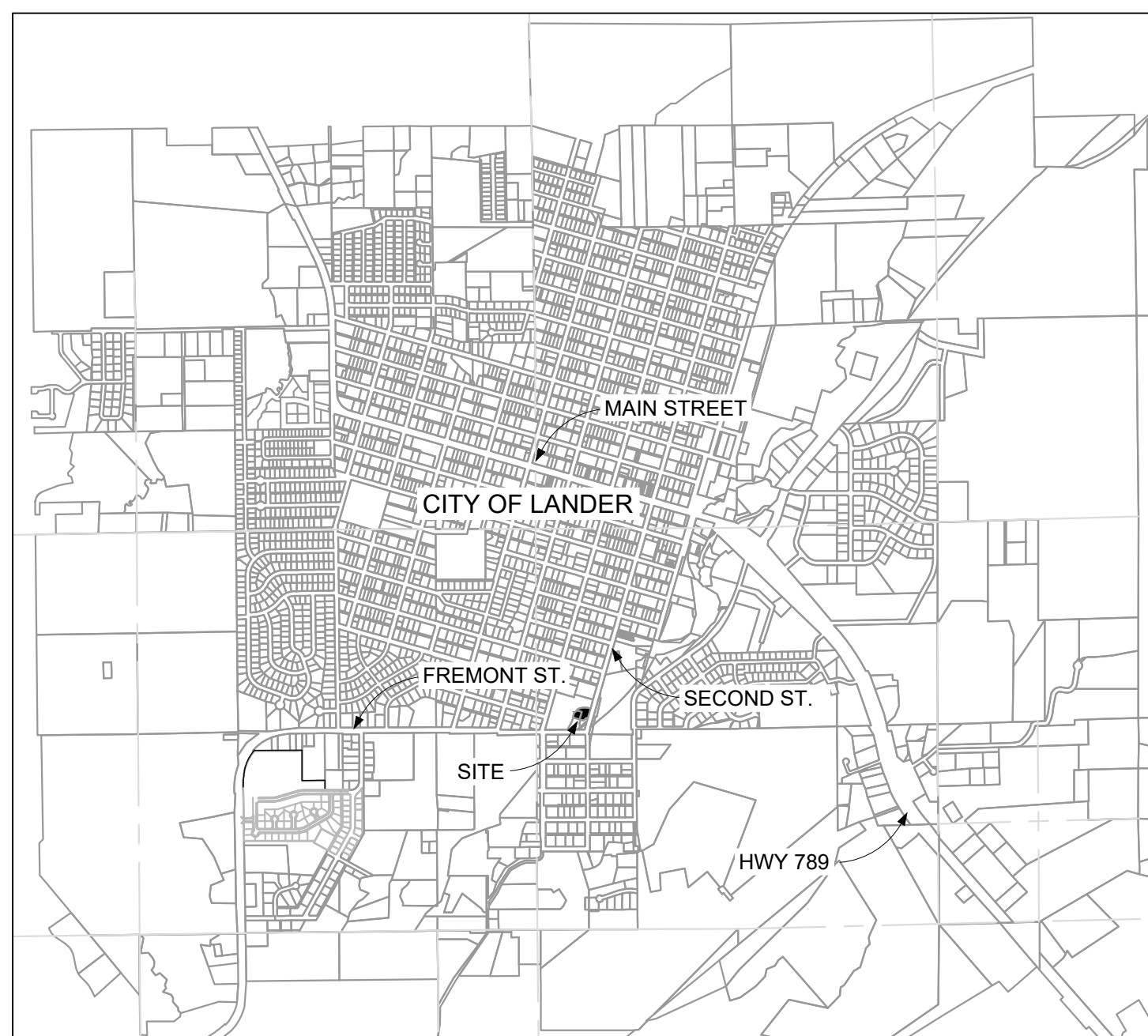
The City has had several pre subdivision meetings with the owner's representative to reflect the proper lot lines and building locations for a recent land sale. City Staff has reviewed the subject Minor plat based on the subdivision codes set forth in Title 4-9-5 - Minor Plats and the drawing changes have already been incorporated.

City Staff recommends approval of S 24.02 to reflect the actual built environment for all future land transactions.

RaJean Strube Fossen  
Hunter Roseberry



# LANDENT SUBDIVISION TRACTS A & B RE-PLAT TO THE CITY OF LANDER LOCATED IN THE SW¼SE¼ SECTION 18, T33N, R99W, 6th PM FREMONT COUNTY, WY



VICINITY MAP  
SCALE: 1" = 2000'

- LEGEND:**
- Set Property Corner - 2" Aluminum Cap on a 5/8" x 24' rebar marked PELS 10052
  - Found 5/8" Rebar
  - Found 1-1/2" Aluminum Cap PLS 6048
  - (R) Record - (M) Measured
  - Subdivision Boundary
  - Utility Easements
  - Adjacent property boundary
  - Parking & access easement

**RE-PLAT INFORMATION:**  
2 LOTS - 27,443 SF (0.63 AC.)  
ZONE R-MED

**CITY COUNCIL CERTIFICATE:**

Approved by the City Council of Lander on this \_\_\_\_ day of \_\_\_\_ 2024

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

**CLERK OR RECORDERS CERTIFICATE:**

This plat was filed for record on the Office of the Clerk and Recorder at \_\_\_\_ o'clock \_\_\_\_ on the \_\_\_\_ day of \_\_\_\_ 2024 and is duly recorded in Plat Cabinet \_\_\_\_ Page \_\_\_\_ No \_\_\_\_

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Deputy Clerk

**PLANNING COMMISSION CERTIFICATE:**

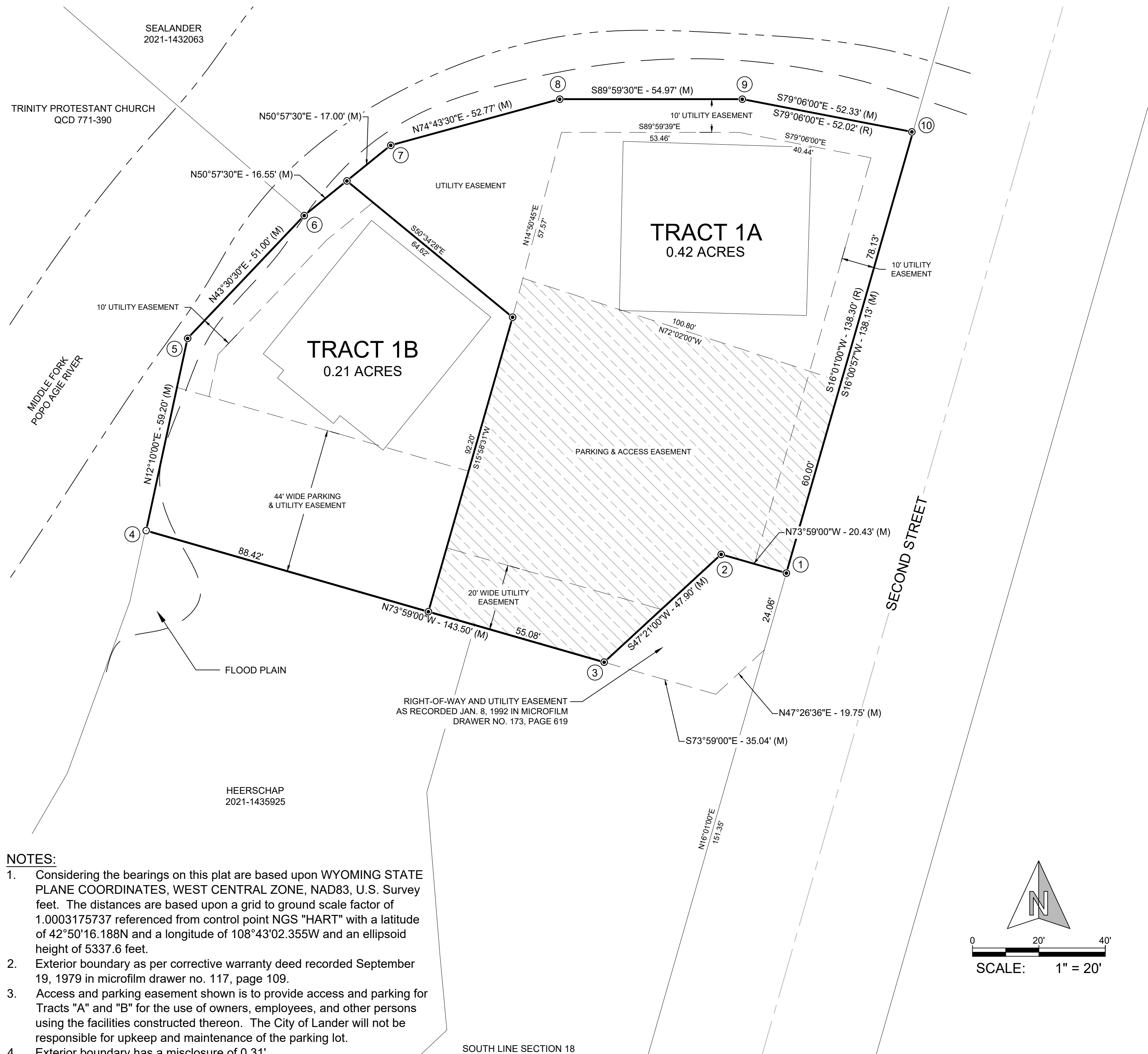
This plat approved by the City Of Lander Planning Commission on this \_\_\_\_ day of \_\_\_\_ 2024.

\_\_\_\_\_  
Chairman

**CITY ENGINEER CERTIFICATE:**

Data on this plat approved by the City Of Lander Engineer on this \_\_\_\_ day of \_\_\_\_ 2024.

\_\_\_\_\_  
City Engineer



**NOTES:**

1. Considering the bearings on this plat are based upon WYOMING STATE PLANE COORDINATES, WEST CENTRAL ZONE, NAD83, U.S. Survey feet. The distances are based upon a grid to ground scale factor of 1.0003175737 referenced from control point NGS "HART" with a latitude of 42°50'16.188N and a longitude of 108°43'02.355W and an ellipsoid height of 5337.6 feet.
2. Exterior boundary as per corrective warranty deed recorded September 19, 1979 in microfilm drawer no. 117, page 109.
3. Access and parking easement shown is to provide access and parking for Tracts "A" and "B" for the use of owners, employees, and other persons using the facilities constructed thereon. The City of Lander will not be responsible for upkeep and maintenance of the parking lot.
4. Exterior boundary has a misclosure of 0.31'.

**CERTIFICATE OF SURVEYOR**

I, David A. Fehring, of Lander, Wyoming, 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, complete, and correct representation of the LANDENT SUBDIVISION, TRACTS A & B RE-PLAT, City of Lander, Fremont County, Wyoming; that this plat was made from an accurate survey of said property, made by me, and correctly shows that location and dimensions of the lot and streets of said subdivision to the best of my knowledge.



**CERTIFICATE OF OWNERSHIP AND DEDICATION:**

Know all men by these presents that:

LANDBUILT, a Limited Liability Company, owner of Tract A, Landent Subdivision, and SECRET VALLEY, LLC, owner of Tract B, Landent Subdivision, being the owners of the real property more particularly described as follows:

A tract of land within the SW¼SE¼ of Section 18, Township 33 North, Range 99 West, 6<sup>th</sup> P.M., Fremont County, Wyoming, being more particularly described as follows:

Beginning at a point on the west boundary line of said Second Street which point lies N16°01'00"E, a distance of 151.35 feet from intersection of the said west boundary of Second Street and the South boundary of Section 18, Township 33 North, Range 99 West, 6th P.M.) for Corner No. 1 of this description:  
Thence N73°59'00"W, a distance of 20.43 feet to Corner No. 2;  
Thence S47°21'00"W, a distance of 47.90 feet to Corner No. 3;  
Thence N73°59'00"W, a distance of 143.50 feet to the east bank of the Popo Agie River to Corner No. 4;  
Thence Northeasterly along said river bank N12°10'00"E, a distance of 59.20 feet to Corner No. 5;  
Thence N43°30'30"E, a distance of 51.00 feet to Corner No. 6;  
Thence N50°57'30"E, a distance of 33.55 feet to Corner No. 7;  
Thence N74°43'30"E, a distance of 52.77 feet to Corner No. 8;  
Thence S89°59'30"E, a distance of 54.97 feet to Corner No. 9;  
Thence S79°06'00"E, a distance of 52.33 feet, more or less, to an intersection with said West boundary line of said Second Street for Corner No. 10;  
Thence S16°01'00"W along said West boundary line of said Second Street a distance of 138.13 feet, more or less, to Corner No. 1, the point of beginning.  
Described tract contains 0.63 acres, more or less.

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 owners and proprietors, and that this is a correct plat of the area as it is divided into tracts and easements, and do hereby designate the same as the LANDENT SUBDIVISION, TRACTS A&B RE-PLAT.

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, water lines, gas lines, electric lines, telephone lines, cable television lines and other forms and types of public utilities now and hereafter generally utilized by the public.

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

EXECUTED this \_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_  
DALE R. PETERSON, DDS  
Registered Agent  
LANDBUILT, A LIMITED LIABILITY COMPANY

STATE OF WYOMING )  
                                  ) SS.  
COUNTY OF FREMONT )

The foregoing dedication was acknowledged before me by DALE R. PETERSON, DDS, Registered Agent for LANDBUILT, A Limited Liability Company this

\_\_\_\_ day of \_\_\_\_\_, 2024.

By: \_\_\_\_\_

Witness my hand and official seal

My commission expires \_\_\_\_\_

\_\_\_\_\_  
MARC OLSEN  
Register Agent  
SECRET VALLEY, LLC

STATE OF WYOMING )  
                                  ) SS.  
COUNTY OF FREMONT )

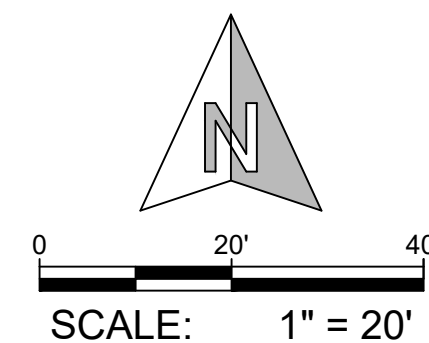
The foregoing dedication was acknowledged before me by MARC OLSEN, Registered Agent for SECRET VALLEY, LLC, A Limited Liability Company this

\_\_\_\_ day of \_\_\_\_\_, 2024.

By: \_\_\_\_\_

Witness my hand and official seal

My commission expires \_\_\_\_\_



155 N 1ST ST., STE A  
LANDER, WY 82520

307.206.1007 | FREMONTSURVEYING.COM

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