

PRE-MEETING AGENDA




Casper City Council
City Hall, Council Meeting Room
Tuesday, November 19, 2019, 5:30 p.m.


	Presentation	Allotted	Beginning Time
	Distribution of Executive Session Minutes *Council – please initial by your name on the minutes to indicate your approval*		
1.	December 24 Meeting (cancel?)		5:30
2.	<ul style="list-style-type: none"> ● Council Leadership Nominations ● Schedule Straw Poll (November 26 Work Session?) 		5:30
3.	Moneta Divide	5 min	5:30
4.	Wyoming Business Council Grant (November 26 Work Session?)	5 min	5:35
5.	Sole Source – Polymers for the Wastewater Treatment Plant	5 min	5:40
6.	Annexation Update – South Poplar Street Properties	10 min	5:45
7.	Agenda Review	5 min	5:55
	Approximate Ending Time		6:00

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November 19, 2019

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director 
Bruce Martin, Public Utilities Manager
Megan Lockwood, WWTP Manager

SUBJECT: Authorizing the sole source purchase of eight (8) 2000 lb. bags of Zetag 7593 polymer from Kubwater Resources, Inc., in the amount of \$44,960.00 for use at the Wastewater Treatment Plant (WWTP).

Meeting Type & Date
Council Pre-Meeting
November 19, 2019

Action Type
Authorization

Recommendation:

That Council authorize the sole source purchase of (8) 2000 lb. bags of polymer from Kubwater Resources, Inc. in the amount of \$44,960.00 for use at the WWTP.

Summary:

In the final step of the sludge treatment process, the WWTP dewateres anaerobically digested sludge with the use of centrifuge dewatering equipment. The resulting biosolids are then sent to the City of Casper Landfill for beneficial use as landfill cover. The centrifuge dewatering process requires the addition of polymer to the sludge prior to it entering the centrifuge. The polymer acts as a sludge coagulant which aids in efficient dewatering of the sludge and production of quality biosolids.

Upon installation of the dewatering equipment in 2008, staff performed numerous tests with multiple polymer providers to determine which product best suited Casper's dewatering operations. Through testing, it was determined that Kubwater Resources Zetag 7593 polymer provided the best results. By virtue of this process, the dewatering equipment has been calibrated to this specific product. It is in the best interest of the WWTP operation to continue to use the product that is proven to produce the greatest operational results, therefore, the Public Services Department requests that the polymer be sole sourced and purchased through negotiations with Kubwater Resources, Inc.

This purchase will provide sufficient enough chemical to sustain operations through the remainder of this fiscal year, at which time a new sole source contract will be brought forward for Council's consideration.

Financial Considerations

Funding for the polymer will come from the Wastewater Treatment Plant Fund.



Oversight/Project Responsibility

Megan Lockwood, Wastewater Treatment Plant Manager

Attachments

None

November 15, 2019

MEMO TO: J. Carter Napier, City Manager 
FROM: Liz Becher, Community Development Director 
Craig Collins, AICP, City Planner
SUBJECT: Annexation Update – South Poplar Street Properties

Meeting Type & Date:

Council Pre Session, November 19, 2019

Action Type:

Information only, no action required

Summary:

Prior to the approval of any annexation the City is required, by State law, to complete an annexation report/study of the area to determine potential costs to the City as well as the residents of the area, and to ensure that City-provided public services are available to the area. The annexation report/study is typically reviewed, and findings are made by resolution concurrent with the third reading of the ordinance approving the annexation. The annexation report/study is sent to affected property owners, as well as all utility companies approximately a month before the final hearing. Staff has not received any comments or concerns from anyone that received the report/study.

By law, the report/study must contain certain information and details, including:

- (i) A map of the area proposed to be annexed showing identifiable landmarks and boundaries and the area which, as a result of the annexation, will then be brought within one-half (1/2) mile of the new corporate limits of the City, if it has exercised the authority granted under W.S. 15-3-202(b)(ii).
- (ii) The total estimated cost of infrastructure improvements required of all landowners by the annexing municipality related to the annexation.
- (iii) A list of basic and other services customarily available to residents of the city or town and a timetable when those services will reasonably be available to the area proposed to be annexed.
- (iv) A projected annual fee or service cost for services described in paragraph (iii) of this subsection.
- (v) The current and projected property tax mill levies imposed by the municipality.
- (vi) The cost of infrastructure improvements required within the existing boundaries of the municipality to accommodate the proposed annexation.

The attached annexation report/study goes into detail to provide all the required items listed. The report/study concludes that the City can provide all customary City-services to the area, and will not incur any additional costs.

Community Development staff held a neighborhood meeting at City Hall on September 12, 2019 to take comments from property owners and to answer their questions. The meeting was attended by approximately a dozen property owners as well as the Mayor. As a follow up to the conversation that occurred, staff responded via written correspondence dated October 8, 2019. In preparation for the neighborhood meeting, staff put together a Frequently Asked Question/Answer sheet, which is also being provided with this memo.

Financial Considerations:

None at this time

Oversight/Project Responsibility:

Community Development Department

Attachments:

Final Annexation Report/Study
Frequently Asked Question/Answer Sheet
Correspondence Dated October 8, 2019
Vicinity Map

South Poplar Street Annexation

(South Garden Creek Acres Addition and South Garden Creek
Acres No. 2 Addition)

2019 ANNEXATION REPORT

October, 2019

PREPARED BY:

CITY OF CASPER
COMMUNITY DEVELOPMENT DEPARTMENT

PURPOSE

This report, a statutory requirement of annexations, is in general terms, a cost/benefit analysis meant to provide the City and affected property owners a clear picture of the financial consequences of annexing properties into the City of Casper.

BACKGROUND INFORMATION / DESCRIPTION OF AREA

The Casper City Council approved Resolution No. 19-162 initiating the annexation of multiple unincorporated properties located generally west of South Poplar Street, and south of SW Wyoming Boulevard. Those properties are described more particularly as follows:

- E ½, Tracts 34 and 35, South Garden Creek Acres No. 2 Addition
- Tracts 14-31, Inclusive, South Garden Creek Acres No. 2 Addition
- Tracts 1-10, and the South Portion of 11, South Garden Creek Acres Addition

The annexation is proposed to incorporate thirteen (13) semi-rural, single-family residential properties into the City limits. The City limits is located immediately east of the area, and falls under the City's R-1 (Residential Estate) zoning. The properties being proposed for annexation will most likely be zoned AG (Urban Agriculture), once annexed. All properties have access to City water service, and have previously-signed commitments to annex associated with their individual deeds. A handful of the properties are currently connected to City sewer; however, the majority have septic systems. All properties involved in the annexation have frontage on a public right-of-way.

For the purpose of analysis within this report, the following assumptions have been made:

▪ Estimated Population	32 (2.45 persons per household x 13 houses)
▪ Potential yearly sales tax revenue	\$18,112 (total)
▪ Potential yearly property tax revenue	\$8,000 (total combined)
▪ Area within designated Growth Boundary	Yes
▪ Enterprise Departments	Unaffected – Service is available
▪ Potential building permit revenue	Negligible, area is built-out
▪ Surveying requirements	Platted – No cost for surveying
▪ Transit/Bus	Area is not currently served
▪ Municipal Code Compliance	Limited instances of non-conforming uses
▪ Likely zoning classification	AG (Urban Agriculture)

DEVELOPMENT COSTS

There will not be any City-borne infrastructure development costs as a result of this annexation. All properties being annexed currently have access to public streets. South Poplar Street is a State owned and maintained highway, and West 50th Street is an improved City street. Although South Poplar Street is not currently constructed to City standard specifications because it lacks curb, gutter and sidewalks, there are no immediate plans for the City to take over the ownership and maintenance of the street; and therefore, no immediate need to upgrade it to meet City standards. A funding mechanism will have to

be identified in the future, at such time as South Poplar Street requires improvements. A public sewer main extends up the east side of South Poplar Street, approximately half the length of the annexation. The decision as to when each property will be required to connect to public sewer rests solely with the City/County Health Department, and is independent of whether or not the properties are located in the City or the County. It is typical that the Health Department will allow septic systems to remain in use until such time as they fail. At such time, if a property is located within three hundred (300) feet of a public sewer main, the Health Department will typically require connection rather than permitting a new septic system to be installed. There are no future plans in the works at this time to extend the sewer main to the south, beyond its current terminus.

The property owners will not be required to complete any public improvements as a result of annexation into the City, and therefore, will not incur any immediate development costs.

STATUTORY REQUIREMENTS

Wyoming Statute 15-1-402 sets specific requirements with regard to the annexation process and the supporting documentation. Subsection (c) requires that an annexing municipality prepare an annexation report, which shall, at a minimum, contain:

- (i) A map of the area proposed to be annexed showing identifiable landmarks and boundaries and the area which, as a result of the annexation, will then be brought within one-half (1/2) mile of the new corporate limits of the City, if it has exercised the authority granted under W.S. 15-3-202(b)(ii); *(See appendix for map).*
- (ii) The total estimated cost of infrastructure improvements required of all landowners by the annexing municipality related to the annexation; *(See "Development Costs" section above).*
- (iii) A list of basic and other services customarily available to residents of the city or town and a timetable when those services will reasonably be available to the area proposed to be annexed; *(See individual City Department or Division sections below, all services will be available immediately upon annexation).*
- (iv) A projected annual fee or service cost for services described in paragraph (iii) of this subsection; *(See individual City Department or Division sections below).*
- (v) The current and projected property tax mill levies imposed by the municipality; and, *(See "Economics and Sources of Revenue" section below for tax information).*
- (vi) The cost of infrastructure improvements required within the existing boundaries of the municipality to accommodate the proposed annexation. *(See "Development Costs" section above).*

COMPLIANCE WITH W.S. 15-1-402.

The annexation of the subject property meets the requirements of W.S. 15-1-402 for the following reasons:

1. The annexation of the area is for the protection of health, safety, and welfare of the persons residing in the area and in the City because public utilities, including water and/or sewer, are available to the property, as are all other City services, including, but not limited to Emergency Services.
2. The urban development of the area will constitute a natural, geographical, economical, and social part of the City because the area is directly adjacent to current City properties. The area is not isolated by any natural or man-made features and is a natural extension of the City limits.
3. The annexation of the area is a logical and feasible addition to the City and the provision of basic and other services customarily available to the residents of the City can reasonably be furnished to the area because the area is immediately adjacent to properties currently being served by the City. The area can be serviced without the need for additional City-funded infrastructure such as water trunk lines, booster stations, or storage tanks. The City of Casper will not have to expend capital dollars on emergency response or public works equipment, nor hire additional personnel to serve this area for the foreseeable future.
4. The annexation of the area is contiguous with, and adjacent to, the City limits along the eastern boundary.
5. The City does not operate its own electric utility. Rocky Mountain Power will provide electric service for the area, as they do for the balance of the City of Casper.
6. All of the conditions required and set forth in Wyoming State Statute 15-1-402(c) exist and the required procedures for the annexation of the area have been met. This annexation report was prepared pursuant to Wyoming State Statute 15-1-402(c) and will be disseminated to affected landowners and utility companies according to Wyoming Law.
7. The time and place for the public hearing to determine whether or not the proposed annexation complies with Wyoming State Statute 15-1-402 will be published in the Casper Star-Tribune twice; a minimum of 15-days prior to the final public hearing, and notice will be given as provided by Wyoming State Statute 15-1-405.

SERVICES TO BE PROVIDED BY THE CITY OF CASPER AND ESTIMATED COSTS.

Properties located within the City of Casper benefit from all the programs and services of local government. For purposes of this study, the eight (8) departments or divisions that

provide direct, basic City services to incorporated properties have been considered to gain a relative measure of service costs. In addition, the report considers the possible effects to the City's transit system, overseen by the Metropolitan Planning Organization (MPO), which is funded in large part by the federal government.

The relative service costs for City services that are attributable to each property within the City of Casper municipal limits were derived by dividing each department's FY 2020 budget by the number of "properties" or "accounts" in the City of Casper (obtained from Public Utility Billing). According to the Public Utilities Division, there are approximately 20,559 residential properties/accounts and 1,874 commercial properties/accounts, for an approximate total of 22,433 properties/accounts in Casper. This analysis is intended to meet the Wyoming State Statutes' requirement to provide estimated service "costs" associated with the annexation. The analysis as presented does not suggest ACTUAL costs being incurred by the City, unless specifically noted herein, but attempts to quantifiably measure the impact of the annexation based on existing budgets and properties served. A second method of estimating costs has also been included, which is based on population rather than the number of properties/accounts in Casper. The property-based analysis in this case paints a similar picture regarding the costs of growth. It is acknowledged that neither method is an ideal way to determine ACTUAL costs, but instead, both are useful to illustrate the relative financial effects of growth on the organization.

Although the costs provided within this report can, in most cases, be considered theoretical, and are only a consideration of immediate costs/benefits today, it is important for decision-makers to note that in general, whenever the City grows through annexations, and new streets are constructed/improved, or new utilities are constructed, the City also acquires long-term maintenance costs associated with that new infrastructure, even if the improvements are initially paid for by a developer, as is the case with most voluntary annexations. In addition, over the long-term, the incremental expansion of the City requires that City services such as fire, police, sanitation, snow plowing, transit, etc. must also expand, typically, with an inadequate increase in City funding/revenue necessary to cover the yearly provision of those services. It is, more often than not, a misconception that the increased tax revenue that the City receives as a result of annexations will adequately cover the actual long-term costs involved, especially if life-cycle/maintenance costs, and service costs are considered. Incrementally, these costs, over time, can have a negative impact on City finances. For this reason, carefully managing growth to be located in appropriate (infill) areas, and also managing the eventual land uses and densities associated with growth, is a financially conservative strategy that the City must consider to remain solvent over the long term.

Some examples of development costs - 2019

- \$500-\$600 per lineal foot – Cost to build a standard City (local) street. Equates to \$2,640,000 - \$3,168,000 per mile, and includes curb, gutter, sidewalk, streetlights, asphalt, etc. (Source: CEPI – Civil Engineering Professionals Inc.)
- \$300,000 - \$591,000 per mile – Cost to maintain a local City Street (not collector or arterial) over a 20-year life-cycle. (Source: City Engineering Division)
 - Expected routine maintenance includes:
 - Year 2 – Crack Sealing
 - Year 5 – Chip Seal and Crack Seal
 - Year 7 – Crack Sealing
 - Year 10 – Major Repair/Patching
 - Year 13 – Crack Seal
 - Year 15 – Chip Seal and Crack Seal
 - Year 20 – Reconstruction

POLICE DEPARTMENT COST OF PROVIDING SERVICE:

The Casper Police Department will provide law enforcement services, which consist of answering calls for service, and patrolling the proposed addition. Based on the total budget for the Police Department, and the 22,433 properties served in the City of Casper, it could be estimated that the fraction of the Police Department budget that is apportioned to each property/account in the City is \$690 (*\$15,490,691 current Police Department budget, divided by 22,433 properties/accounts in the City*). Based on thirteen (13) newly annexed properties, the total estimated cost would be \$8,970 (*13 properties x \$690*). Because each property/account is unique, and requires different levels of City resources based on a multitude of factors, such as density, land use, etc., this method of determining cost may not always be an accurate assessment. In this case, if estimated cost were based on population rather than the number of properties served, the analysis would look very similar. The addition of thirty-two (32) persons would comprise a 0.06% population increase (*U.S. Census, 2017 estimated population of Casper - 57,814*); therefore, the estimated Police Department service cost (*portion of the total Police Department budget*) that would be attributable to this annexation would be \$9,294 per year (*\$15,490,691 x 0.06%*) if based on the expected population increase.

The Casper Police Department will not have to make any departmental changes in terms of personnel, equipment or vehicles that involve actual costs to the City as a result of this annexation. Police services will be available immediately upon the completion of the annexation.

FIRE DEPARTMENT COST OF PROVIDING SERVICE:

The Casper Fire Department provides fire / EMS services, which consist primarily of answering calls for emergency services. Based on the total budget for the Fire Department, and the 22,433 properties served in the City of Casper, it could be estimated that the fraction of the Fire Department budget that is apportioned to each property/account in the City is

\$413 (*\$9,278,947 current Fire Department budget, divided by 22,433 properties*). Based on thirteen (13) newly annexed properties, the total estimated cost would be \$5,369 (*13 properties x \$413*). Because each property/account is unique, and requires different levels of City resources based on a multitude of factors, such as density, land use, etc., this method of determining cost may not always be an accurate assessment. In this case, if estimated cost were based on population, the analysis would look very similar. The addition of thirty-two (32) persons would comprise a 0.06% population increase (*U.S. Census, 2017 estimated population of Casper - 57,814*); therefore, the estimated service cost (*portion of the total Fire Department budget*) that would be attributable to this annexation is approximately \$5,567 per year (*\$9,278,947 x 0.06%*).

The Casper Fire Department will not have to make any departmental changes in terms of personnel, equipment or vehicles that involve actual costs to the City as a result of this annexation. Fire service will be available immediately upon the completion of the annexation.

STREETS AND TRAFFIC DIVISIONS COST OF PROVIDING SERVICE:

The Casper Street Division provides services such as road maintenance, snow-plowing and snow removal. The Traffic Division provides services such as traffic sign installation, streetlight repair, and traffic signal maintenance. Based on the total budget for the Street and Traffic Divisions, and the 22,433 properties served in the City of Casper, it could be estimated that the fraction of the Street and Traffic budget that is apportioned to each property/account in the City is \$171 (*\$3,831,942 current Street/Traffic budget, divided by 22,433 properties*). Based on thirteen (13) newly annexed properties, the total estimated cost would be \$2,223 (*13 properties x \$171*). Because each property/account is unique, and requires different levels of City resources based on a multitude of factors, such as density, land use, etc., this method of determining cost may not always be an accurate assessment. In this case, if estimated cost were based on population, the analysis would look very similar. The addition of thirty-two (32) persons would comprise a 0.06% population increase (*U.S. Census, 2017 estimated population of Casper - 57,814*); therefore, the estimated service cost (*portion of the total Street/Traffic budget*) that would be attributable to this annexation is approximately \$2,299 per year (*\$3,831,942 x 0.06%*).

In the immediate future, the Streets/Traffic Division will not incur additional capital costs as a result of this annexation, and will not need to hire additional personnel or purchase additional equipment to service this property. At such time that South Poplar Street becomes a City street, it will require the City to expend funds to construct improvements to meet City standard street construction specifications, including the provision of curb, gutter, and sidewalk. In addition, additional maintenance costs can be expected, which in today's dollars, would be approximately \$201,000 - \$395,970 for this 0.67-mile section of roadway, over twenty (20) years. Streets/Traffic Division service will be available immediately upon the completion of the annexation.

PUBLIC UTILITIES DIVISION (WATER AND SEWER) COST OF PROVIDING SERVICE:

The Public Utilities Division provides services such as water and sewer service, main maintenance, meter reading, hydrant flushing, meter replacement, and service line installation. The Public Utilities Division is an Enterprise Account and is totally self-funded through various fees.

All properties currently enjoy City water service, and the majority of the properties use septic systems. As is the case with all properties in Natrona County, the City/County Health Department determines when property owners are required to abandon their septic systems and hook into the public sewer system, regardless of whether or not the property is located in the City or the County. A City sewer main is located in proximity to about half of the parcels being annexed, along the east side of South Poplar Street, and would need to be extended farther to the south at some point in the future to serve the additional properties beyond the current terminus.

The City will not incur any immediate capital costs associated with providing sewer service to the area, but the funding mechanism for a future extension of public sewer has not yet been identified. The ultimate cost of the extension could conceivably be borne by the residents, the City, or a combination of both. Long term, all City costs to provide water and sewer service to the area should be equal to revenues generated by the properties.

SANITATION DIVISION COST OF PROVIDING SERVICE:

The Sanitation Division provides weekly garbage collection and disposal services. The Sanitation Division is an Enterprise account, which means that the service is entirely paid for by user fees and is not funded out of the City general fund. All sanitation costs should equal the revenues generated by the users. Sanitation service will be available immediately upon the completion of the annexation of the area, should the property owners desire to use City garbage collection.

PARKS DIVISION COST OF PROVIDING SERVICE:

The Parks Division builds and maintains parks, landscaping, sports facilities, open space and trails throughout the City, for the benefit of Casper residents. Based on the total budget for the Parks Division, and the 22,433 properties served in the City of Casper, it could be estimated that the fraction of the Parks Division budget that is apportioned to each property/account in the City is \$90 (*\$2,026,527 current Parks Division budget, divided by 22,433 properties*). Based on thirteen (13) newly annexed properties, the total estimated cost would be \$1,170 (*13 properties x \$90*). Because each property/account is unique, and requires different levels of City resources based on a multitude of factors, such as density, land use, etc., this method of determining cost may not always be an accurate assessment. In this case, if estimated cost were based on population, the analysis would look very similar. The addition of thirty-two (32) would comprise a 0.06% population increase (*U.S. Census, 2017 estimated population of Casper - 57,814*); therefore, the estimated service

cost (*portion of the total Parks Division budget*) that would be attributable to this annexation is approximately \$1,216 per year ($\$2,026,527 \times 0.06\%$).

The Parks Division will not have to make any departmental changes in terms of personnel, equipment, vehicles or new parks that involve actual costs to the City as a result of this annexation. Parks Division service will be available immediately upon the completion of the annexation.

COMMUNITY DEVELOPMENT DEPARTMENT COST OF PROVIDING SERVICE:

The Planning, Building/Code Enforcement Divisions provide services related to the inspection of structures as they are constructed, response to citizen complaints regarding violations of the Municipal Zoning Code, permitting and licensing contractors, and future land-use planning for the City. Based on the total budget for the Community Development Department, and the 22,433 properties served in the City of Casper, it could be estimated that the fraction of the Community Development budget that is apportioned to each property/account in the City is \$75 ($\$1,676,978$ current Planning/Code Enforcement budget, divided by 22,433 properties). Based on thirteen (13) newly annexed properties, the total estimated cost would be \$975 (13 properties \times \$75). Because each property/account is unique, and requires different levels of City resources based on a multitude of factors, such as density, land use, etc., this method of determining cost may not always be an accurate assessment. In this case, if estimated cost were based on population, the analysis would look very similar. The addition of thirty-two (32) persons would comprise a 0.06% population increase (*U.S. Census, 2017 estimated population of Casper - 57,814*); therefore, the estimated service cost (*portion of the total Planning/Code Enforcement budget*) that would be attributable to this annexation is approximately \$1,006 per year ($\$1,676,978 \times 0.06\%$).

The Community Development Department will not need to make any changes that will involve additional costs to the City as a result of the annexation of the area. Community Development Department service will be available immediately upon the completion of the annexation.

ENGINEERING DIVISION COST OF PROVIDING SERVICE:

The Engineering Division provides services such as the permitting of curb cuts, public utility locating, investigating drainage concerns, surveying, and oversight of capital construction projects. Based on the total budget for the Engineering Division, and the 22,433 properties served in the City of Casper, it could be estimated that the fraction of the Community Development budget that is apportioned to each property/account in the City is \$36 ($\$815,871$ current Planning/Code Enforcement budget, divided by 22,433 properties). Based on thirteen (13) newly annexed properties, the total estimated cost would be \$468 (13 properties \times \$36). Because each property/account is unique, and requires different levels of City resources based on a multitude of factors, such as density, land use, etc., this method of determining cost may not always be an accurate assessment.

In this case, if estimated cost were based on population, the analysis would look very similar. The addition of thirty-two (32) persons would comprise a 0.06% population increase (*U.S. Census, 2017 estimated population of Casper - 57,814*); therefore, the estimated service cost (*portion of the total Engineering Division budget*) that would be attributable to this annexation is approximately \$490 per year ($\$815,871 \times 0.06\%$).

Current Engineering Division staff levels and equipment are adequate, and there will be no actual cost increase to the Engineering Division as a result of the annexation of the area. Engineering Division service will be available immediately upon the completion of the annexation.

TRANSIT COST OF PROVIDING SERVICE:

The City of Casper, along with surrounding towns, contracts with the Casper Area Transportation Coalition (CATC), a non-profit group, for transit service. The present contractor, CATC, is a private, non-profit organization governed by a Board of Directors that also oversees CATC's operations. CATC oversees two services:

1. The eponymously named CATC, which is a door-to-door paratransit service, providing transportation for the Casper area's handicapped and elderly populations;
2. The Bus, which is a fixed-route bus transit system.

Casper Area Transit (CAT) is financed through a combination of sources including the City of Casper One-Cent and General Fund, and Federal Transit Administration (FTA) Section 5307 and Section 5316 funds. The total amount of local Casper-only funding budgeted for Fiscal Year 2020 is \$608,000, while Federal funding sources total \$1,024,312. It is estimated that the fraction of the Transit budget that is apportioned to each property/account in the City of Casper to provide transit service is \$73 ($\$1,632,312$ is current Transit Casper and Federal-sourced budget, divided by 22,433 properties). Based on thirteen (13) newly annexed properties, the total estimated cost would be \$949 (13 properties \times \$73). Because each property/account is unique, and requires different levels of City resources based on a multitude of factors, such as density, land use, etc., this method of determining cost may not always be an accurate assessment. In this case, if estimated cost were based on population, the analysis would look very similar. The addition of thirty-two (32) persons would comprise a 0.06% population increase (*U.S. Census, 2017 estimated population of Casper - 57,814*); therefore, the estimated service cost (*portion of the total Transit budget*) that would be attributable to this annexation is approximately \$979 per year ($\$1,632,312 \times 0.06\%$).

There will be no immediate budgetary impact to Transit as a result of this annexation. Fixed route transit service is not located in the immediate area, but service is available to the north, at the Sunrise Shopping Center.

ECONOMICS AND SOURCES OF REVENUE

City services are funded through a number of sources, including taxes and service/user fees. As indicated above, the enterprise fund services (water, sewer, and sanitation) are paid for one hundred percent (100%) by service/user fees collected, and do not impact the City's general fund. The remaining City services, funded out of the general fund, are supported in large part by various taxes and fees for services. The largest projected sources of general fund revenues for the City in FY20 are sales tax (\$18,672,852), revenue from the State of Wyoming (\$12,574,924), property taxes (\$4,160,683), charges for goods and services (\$5,196,957) and license/permit fees (\$6,238,998). It is generally accepted that given the current Wyoming tax structure, many residential properties do not generate sufficient tax revenue to the City to offset the expense to provide them with City services; whereas commercial properties typically generate higher property taxes, as well as sales taxes, to more-adequately cover the cost of providing City services.

In general, as properties are developed, license/permit fees will be paid to the City in the form of building permits. Once developed, these areas generate revenues in the form of franchise fees for utilities such as cable, telephone, electricity and natural gas. Other impacts of an annexation are not easily measured but are no less important. With all development come construction jobs, sale of construction materials, furniture, furnishings, and numerous direct and indirect support to existing local businesses. In addition to direct employment generated in the construction industry, other employment sectors likely benefit as well, such as, but not limited to, real estate, engineers, environmental testing, architects and utility companies, all of which positively contribute to the overall local economy.

CONCLUSION

Assuming the City Council ultimately annexes the properties, the property owners will receive the same City services that every other property within the incorporated City receive. As illustrated throughout this report, the City of Casper can provide these services without incurring any immediate additional costs related to a need for additional staff, equipment or publicly-funded facility expansion or infrastructure. The properties are located directly adjacent to properties that are already receiving City services; therefore, these thirteen (13) properties can be absorbed into the City of Casper without any noticeable financial or operational effect.

Summary of Yearly Service Costs by Department/Division

General Fund Dept./Div.	Estimated Property-Based Cost	Estimated Population-Based Cost
Police	\$8,970	\$9,294
Fire	\$5,369	\$5,567
Streets/Traffic	\$2,223	\$2,299
Parks	\$1,170	\$1,216
Community Development	\$975	\$1,006
Engineering	\$468	\$490
Transit	\$949	\$979

Total Yearly Cost	\$20,124	\$20,851
Total 20-Year Cost	\$402,480	\$417,020

Summary of Yearly Revenues

Source of Revenue	Estimated Amount
Sales Tax	\$18,112
Property Tax	\$8,000
Building Permits	\$0

Total Yearly Revenue	\$26,112
Total 20-Year Revenue	\$522,240

Summary of City-Borne Capital Costs

Description	Estimated Cost
Street Improvements (Immediate Cost)	\$0 (<i>State Highway</i>)
Curb, Gutter, Sidewalk (Eventual Cost for 0.67 Miles)	Unknown
Street Maintenance (Immediate Cost)	\$0 (<i>State Highway</i>)
Street Maintenance (Eventual 20-Year Cost for 0.67 Miles)	\$201,000 - \$395,970
Sewer Main Extension	Unknown
Surveying	\$0 (<i>Currently Platted</i>)
Administrative	\$3,000

Although this report primarily analyzes the costs and benefits to the City of Casper (the organization), as with any development proposal, it must also be considered that there are costs and benefits that affect the entire community as well. When reviewing annexation proposals and for that matter, any development proposal in general, the City Council must recognize that there are significant differences in the cost/benefit balance depending on whether the growth/development is financially sustainable over the short term versus the long term. Location is almost always the most important factor determining whether the effects of growth are positive.

Denser, infill-type development, in proximity to existing City properties, is always cheaper to provide with City services than new development areas on the outskirts. Conversely, low density, sprawling development is much costlier because of inherent inefficiencies in its location and design. Location, in the land use planning context, correlates to proximity to existing public services, adequate roads and transportation infrastructure, utility availability, the overall density, and the ultimate type of land use of the area.

APPENDIX

1. RESOLUTION INITIATING ANNEXATION.
2. VICINITY MAP OF AREA TO BE ANNEXED.
3. ANNEXATION EXHIBITS – PLATS
4. 2018 MILL LEVIES FOR NATRONA COUNTY.
5. UTILITY COMPANY ADDRESSES.

RESOLUTION NO. 19-162

A RESOLUTION INITIATING THE ANNEXATION OF MULTIPLE UNINCORPORATED PROPERTIES LOCATED GENERALLY WEST OF SOUTH POPLAR STREET, AND SOUTH OF SW WYOMING BOULEVARD, IN THE SOUTH GARDEN CREEK ACRES ADDITION AND SOUTH GARDEN CREEK ACRES NO. 2 ADDITION

WHEREAS, the City of Casper ("City") has identified multiple properties ("Outside Properties") in the South Garden Creek Acres Addition and the South Garden Creek Acres No. 2 Addition, which are not currently included within the Casper corporate limits; and,

WHEREAS, the Outside Properties are all contiguous with properties currently located within the corporate limits of the City; and,

WHEREAS, it is a substantial benefit to outside property owners and their successors in interest ("Outside Property Owners") to utilize City-maintained roads for access to their properties, and to enjoy access to City-funded services; and,

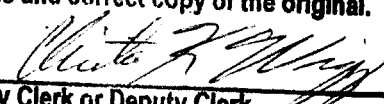
WHEREAS, the annexation of the Outside Properties will ensure that those who are benefitting from City services are contributing financially to the cost of providing those services; and,

WHEREAS, City Council desires to initiate the annexation of the unincorporated area, as described below, pursuant to Section 16.36.010 of the Casper Municipal Code, and in accordance with Wyoming State Statutes.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That City staff shall initiate the annexation of the eligible unincorporated properties located generally west of South Poplar Street, and South of SW Wyoming Boulevard, and described more particularly as follows:

- o E ½, Tracts 34 and 35, South Garden Creek Acres No. 2 Addition
- o Tracts 14-31, Inclusive, South Garden Creek Acres No. 2 Addition
- o Tracts 1-10, and the South Portion of 11, South Garden Creek Acres Addition

I hereby certify that this document is a true and correct copy of the original.


City Clerk or Deputy Clerk



PASSED, APPROVED AND ADOPTED this 6th day of August, 2019.

APPROVED AS TO FORM:

Walter Tremel

ATTEST:

Fleur D. Tremel

Fleur D. Tremel
City Clerk

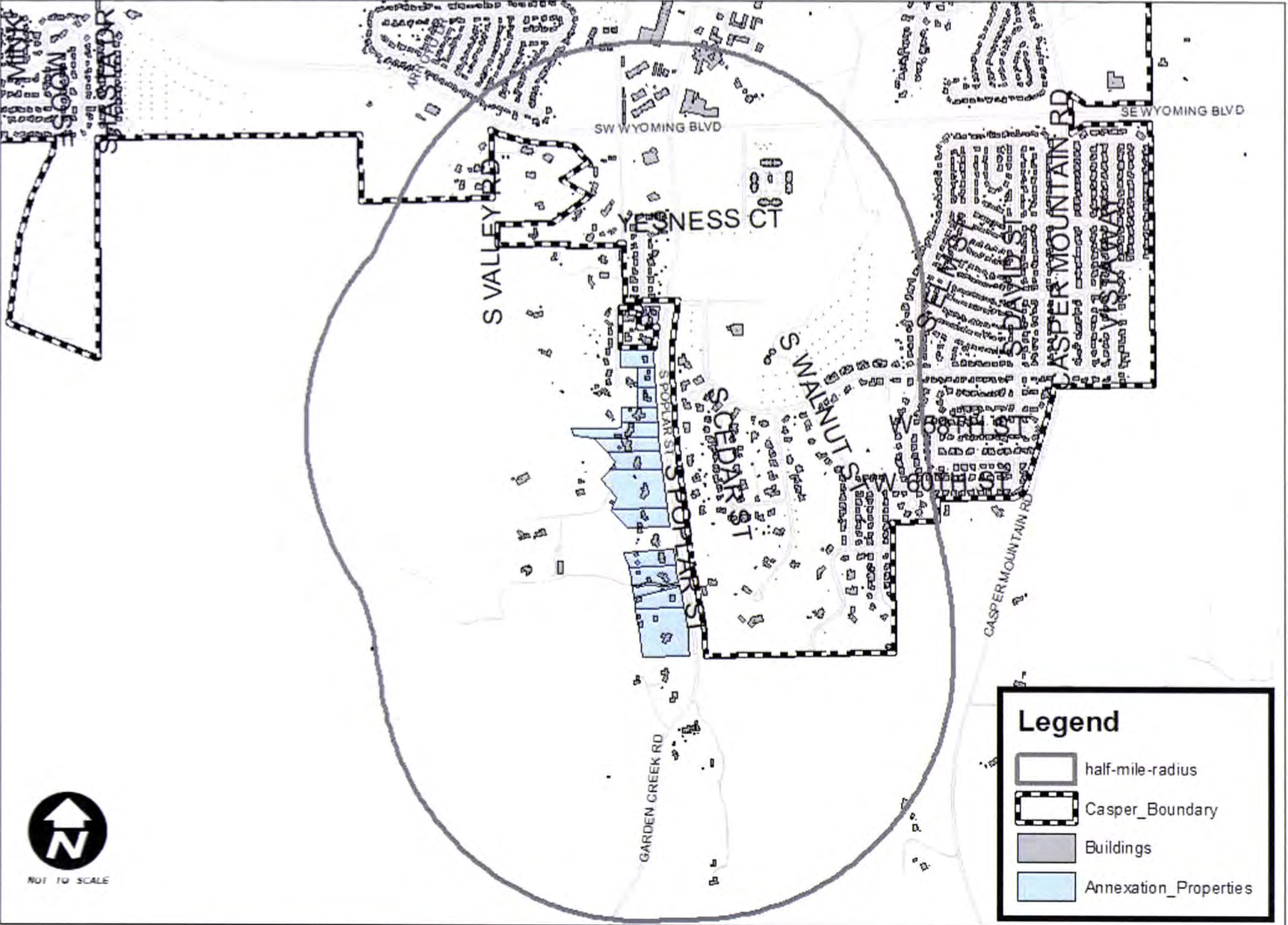


CITY OF CASPER, WYOMING
A Municipal Corporation

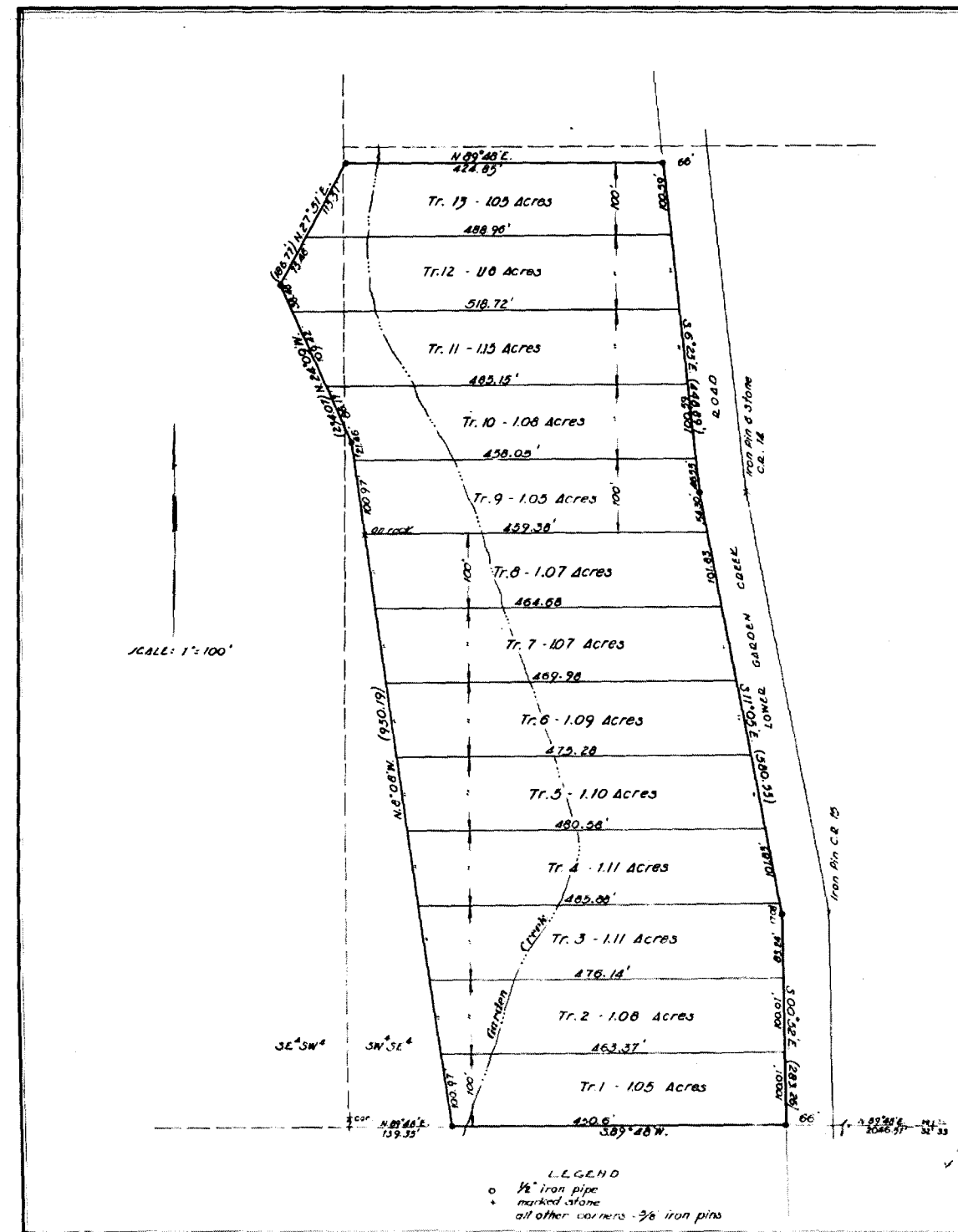
Charles Powell

Charles Powell
Mayor

Proposed Annexation of Properties on S Poplar St.



NOT TO SCALE



SOUTH GARDEN CREEK ACRES
 A SUBDIVISION OF A PORTION OF
 THE SW⁴SE⁴ AND THE SE⁴SW⁴, SEC. 29, T.33N., R.79W.
 NATRONA COUNTY - WYOMING

— CERTIFICATE OF DEDICATION —
SOUTH GARDEN CREEK ACRES
 NATRONA COUNTY - WYOMING

I, Harry Yesness, a single man do hereby certify:
 That the foregoing subdivision of that portion of the SW⁴SE⁴ and SE⁴SW⁴, Sec. 29, T.33N., R.79W. of the 6th principal meridian, said portion being more particularly described as follows: Beginning at a point which is the intersection of the south boundary of sec. 29, T.33N., R.79W. of the 6th P.M. and the west boundary of a 66-foot right of way of Lower Garden Creek Road run S. 89° 48' W. along the south boundary of the said Sec. 29, 450.6 feet to a point which is the southwest corner of the said SOUTH GARDEN CREEK ACRES and which bears N. 89° 48' E. 139.35 feet from the S¹ cor. of the said Sec. 29; thence N. 8° 08' W. 951.19 feet to a point; thence N. 24° 09' W. 234.07 feet to a point; thence N. 21° 51' E. 106.77 feet to a point; thence N. 89° 48' E. 424.85 feet to a point; thence S. 6° 23' E. 448.89 feet to a point; thence S. 11° 05' E. 580.53 feet to a point; thence S. 00° 52' E. 283.42 feet to the point of beginning. Containing 12.19 acres more or less, as appears on this plat, is with the free consent and in accordance with the desires of me, the undersigned owner and proprietor of said lands; that the name of the said subdivision shall be "SOUTH GARDEN CREEK ACRES, NATRONA COUNTY, WYOMING," and that the streets, alleys, and public ways shown on this plat are hereby dedicated to public use.

Harry Yesness
 HARRY YESNESS

STATE OF WYOMING } ss
 COUNTY OF NATRONA }

On this 2nd day of May, 1951, before me appeared Harry Yesness, a single man, to me known to be the person described in and who executed the foregoing instrument, and acknowledged that he executed the same as his free act and deed.

Given under my hand and notarial seal the day and the year in this certificate first above written.

My commission expires on the 2nd day of May, 1953.

V. B. Nichols
 V. B. NICHOLS
 NOTARY PUBLIC

CERTIFICATE OF SURVEYOR

I, Albert Park, of Casper, Wyoming, hereby certify that during the month of May, 1951, the "SOUTH GARDEN CREEK ACRES, NATRONA COUNTY, WYOMING," in the SW⁴SE⁴ and the SE⁴SW⁴, sec. 29, T.33N., R.79W., of the 6th P.M., Wyoming was surveyed by me and that the same is correctly shown on this plat which is drawn to a scale of one inch equals one hundred feet. Tract corners and other points are marked as shown on the plat. Each tract bears its respective number. Said plat is true and correct, and I accurately surveyed said subdivision and the tracts, blocks, streets, avenues, alleys, parks, commons, and other grounds are well and accurately staked off and marked. Widths of streets and alleys and dimensions of tracts are given in feet and decimals.

Albert Park
 ALBERT PARK - PROFESSIONAL ENGINEER &
 LAND SURVEYOR LICENSE #1160

Subscribed in my presence and sworn to before me this 2nd day of May, 1951.

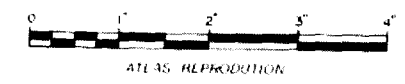
My commission expires on the 15th day of June, 1951.

Notary Public
 NOTARY PUBLIC

APPROVED:
 BOARD OF COUNTY COMMISSIONERS
 OF NATRONA COUNTY, WYOMING

Chairman of Board
 CHAIRMAN OF BOARD
County Clerk
 COUNTY CLERK

BY
 ATTEST
 DATED





IRON MAIDEN®
U.S.A. DESIGN PATENT 4139248-1979
CANADIAN PATENT 10655729-1979

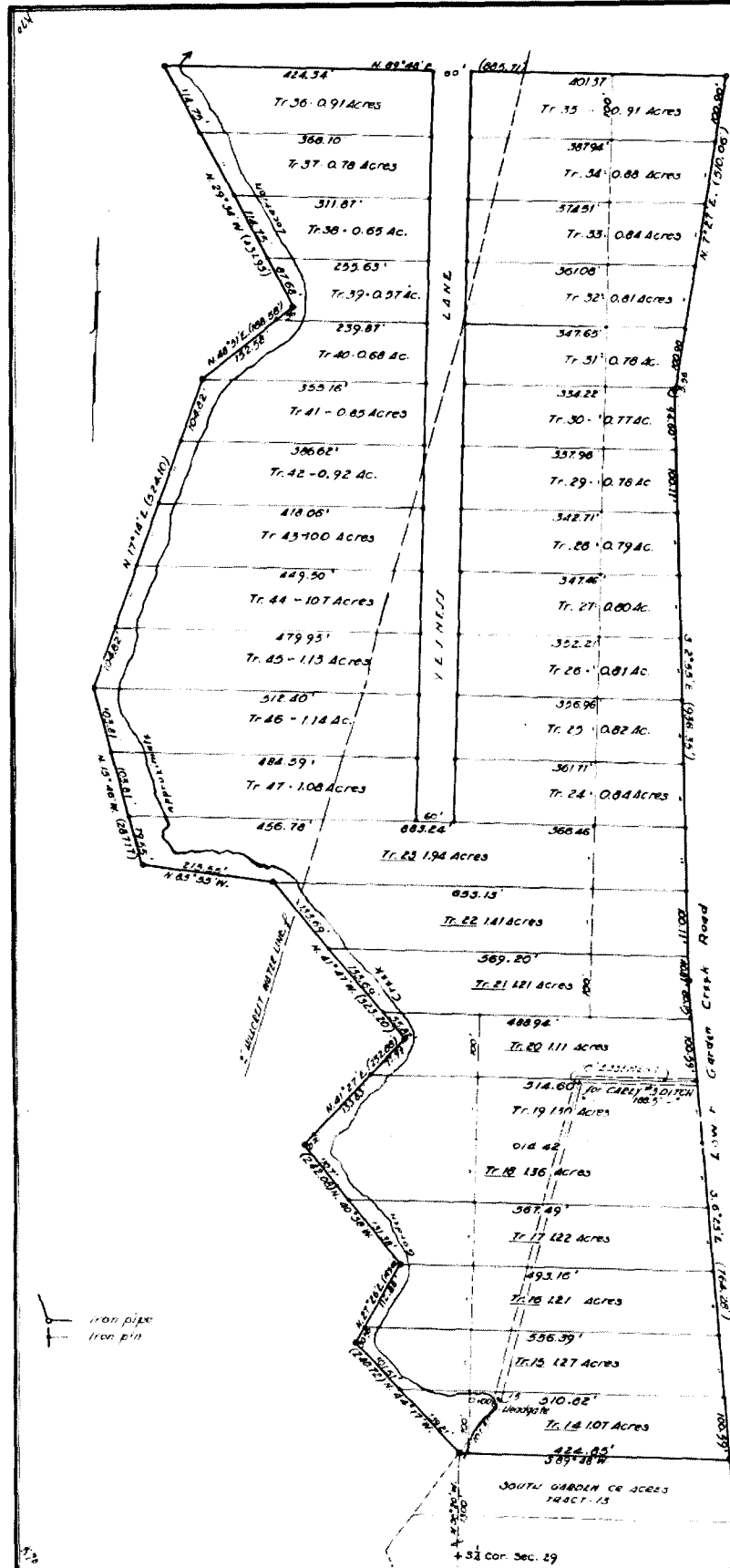
RD 1977

IRON MAIDEN® SYSTEMS HOUSTON, TEXAS, U.S.A.



1M36

Project File # 3



SOUTH GARDEN CREEK ACRES NO. 2
A SUBDIVISION OF A PORTION OF
THE W²SE⁴ AND E²SW⁴ AND SE⁴NW⁴ AND SW⁴NE⁴
SEC. 29, T.33N., R.79W., 6TH PRINCIPAL MERIDIAN
NATRONA COUNTY, WYOMING

— CERTIFICATE OF DEDICATION —
SOUTH GARDEN CREEK ACRES NO. 2
NATRONA COUNTY, WYOMING
SCALE: 1" = 100'

I, Larry Yeasness, a single man, do hereby certify that the foregoing subdivision of that portion of the W²SE⁴ and E²SW⁴ and SE⁴NW⁴ and SW⁴NE⁴, Sec. 29, T.33N., R.79W., of the 6th principal meridian, said portion being more particularly described as follows: Beginning at a point which bears N. 00° 00' 00" 1300 feet from the S¹/₂ corner of section 29, T.33N., R.79W., 6th principal meridian and which is also the northwest corner of tract 13 South Garden Creek Acres; thence N. 44° 17' W. 240.72 feet to a point; thence N. 27° 26' E. 143.44 feet to a point; thence N. 40° 28' W. 242.08 feet to a point; thence N. 41° 27' E. 252.08 feet to a point; thence N. 41° 47' E. 323.20 feet to a point; thence N. 63° 35' W. 213.55 feet to a point; thence N. 15° 46' W. 287.77 feet to a point; thence N. 17° 14' E. 524.40 feet to a point; thence N. 48° 51' E. 188.58 feet to a point; thence N. 29° 34' W. 431.93 feet to a point; thence N. 89° 48' E. 885.71 feet to a point; thence S. 7° 27' W. 510.06 feet to a point; thence S. 2° 55' E. 936.53 feet to a point; thence S. 6° 25' E. 784.28 feet to a point; thence S. 89° 48' N. 424.85 feet to the point of beginning. Containing 23.39 acres more or less, as appears on this plat, is with the free consent and in accordance with the desires of me, the undersigned owner and proprietor of said lands, that the same of said subdivision shall be a subdivision thereof in NATRONA COUNTY, WYOMING, and that the streets, alleys, and public ways shown on this plat are hereby dedicated to public use.

Harry Yeasness
Notary Public

STATE OF WYOMING
COUNTY OF NATRONA

On this 10th day of Sept., 1951, before me appeared Larry Yeasness, a single man, to me known to be the person described in and who executed the foregoing instrument, and acknowledged that he executed the same as his free act and deed.

Given under my hand and notarial seal the day and the year in this certificate first above written.

My commission expires on the 30th day of Oct., 1952.

Notary Public

CERTIFICATE OF SURVEYOR

I, Albert Park, of Casper, Wyoming, hereby certify that during the month of July, 1951, the SOUTH GARDEN CREEK ACRES NO. 2, NATRONA COUNTY, WYOMING, in the W²SE⁴ and E²SW⁴ and SE⁴NW⁴ and SW⁴NE⁴, Sec. 29, T.33N., R.79W., of the 6th principal meridian, Wyoming was surveyed by me and that the same is correctly shown on this plat which is drawn to a scale of one inch equals one hundred feet. Tract corners and other points are marked as shown on the plat. Each tract bears its respective number. Said plat is true and correct, and I accurately surveyed said subdivision and the tracts, blocks, streets, avenues, alleys, parks, commons, and other grounds are well and accurately staked off and marked. Widths of streets and alleys and dimensions of tracts are given in feet and decimals.

Albert Park
Surveyor

Subscribed in my presence and sworn to before me this 10th day of Sept., 1951.

My commission expires on the 24th day of Oct., 1952.

Notary Public

APPROVED:
BOARD OF COUNTY COMMISSIONERS
OF NATRONA COUNTY, WYOMING

BY: Chairman of Board
ATTEST: County Clerk
DATED: _____



**2018 TAX LEVIES NATRONA COUNTY
TAXING DISTRICTS**

DISTRICT DIST #	CASPER							S D #1
	CASPER 150	EDGERTON 151	EVANSVILLE 152	MIDWEST 153	MILLS 154	BAR NUNN 155	MOUNTAIN 121	
State School Foundation Program	12.000	12.000	12.000	12.000	12.000	12.000	12.000	12.000
School District #1								
6 mill school levy	6.000	6.000	6.000	6.000	6.000	6.000	6.000	6.000
Operating Levy	25.000	25.000	25.000	25.000	25.000	25.000	25.000	25.000
Recreation Levy-	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000
BOCES	0.500	0.500	0.500	0.500	0.500	0.500	0.500	0.500
Bonds & Interest	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
TOTAL SCHOOL DISTRICT	32.500	32.500	32.500	32.500	32.500	32.500	32.500	32.500
Community College								
Operating Levy	4.000	4.000	4.000	4.000	4.000	4.000	4.000	4.000
Additional Operating Levy	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000
BOCES	0.500	0.500	0.500	0.500	0.500	0.500	0.500	0.500
Bonds & Interest	1.890	1.890	1.890	1.890	1.890	1.890	1.890	1.890
TOTAL COMMUNITY COLLEGE	7.390	7.390	7.390	7.390	7.390	7.390	7.390	7.390
Natrona County								
General Fund	12.000	12.000	12.000	12.000	12.000	12.000	12.000	12.000
TOTAL NATRONA COUNTY	12.000	12.000	12.000	12.000	12.000	12.000	12.000	12.000
County Weed & Pest	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000
Municipal Levies	8.000	8.000	8.000	8.000	8.000	8.000		
Sewer, Water & Fire Bonds								
Fire Protection							3.000	3.000
TOTAL LEVY FOR DISTRICT	72.890	72.890	72.890	72.890	72.890	72.890	67.890	67.890

2018 SPECIAL DISTRICTS

TAX DISTRICT	MILL LEVY		
0121 CASPER MOUNTAIN FIRE	3.000	0149 BRANDT-GOTHBERG	VARIES
0156 DOWNTOWN DEV AUTHORITY	16.00	0160 BLOODY TURNIP	\$150/\$300
0122 PIONEER WATER & SEWER	8.000	0162 BROOKHURST	\$120.00
0128 WARDWELL WATER & SEWER	8.000	0163 EAST HENRIE ROADWAY	\$264.00
0134 MILLS/WARDWELL	8.000	0164 BIG RIVER ESTATES	\$250 PER OWNER
		0167 NORTH MOUNTAIN VIEW	\$295.00 PER LOT OR \$20.00 ADM
		0169 MILE HIGH	\$175.00 PER TAP
TAXING ENTITIES MILL LEVY		CATTLE TRAIL ACRES	
STATE SCHOOL FOUNDATION	12.00	WEEK CREEK	
SCHOOL DISTRICT #1	32.50	0148 CLEAR FORK	\$600
CASPER COLLEGE	7.390	0170 SCHLAGER I & S	
COUNTY WEED & PEST	1.000	0171 SIX MILE DRAW	
MUNICIPAL LEVIES	8.000	0172 HORSE RANCH ACRES I & S	
COUNTY FIRE PROTECTION	3.000	0173 CATTLE TRAIL ACRES I & S	
CASPER MOUNTAIN FIRE	3.000		
NATRONA COUNTY	12.00		

IMPROVEMENT & SERVICE DISTRICTS	REQUESTED DOLLARS
0123 PURSEL LANDS	\$100.00 PER LOT
0124 LAKEVIEW	\$530.00
0126 WESTLAND PARK	\$250.00
0127 RED BUTTE	\$225.00
0131 RENAUNA	VARIES
0132 SKYLINE RANCHES	VARIES
0136 VISTA WEST/WESTGATE PARK	\$986.00
0137 WEBB CREEK	\$700.00
0139 SANDY LAKE ESTATES	\$100.00
0140 SUNLIGHT	\$100.00
0141 INDIAN SPRINGS	VARIES
0142 THE ASPENS	\$250.00
0143 PARK EAST RANCHETTES	\$40.00
0144 POISON SPIDER	\$625.00
0146 SKYVIEW/COLMAN	\$200.00 PER LOT

UTILITIES

Rocky Mountain Power

Rocky Mountain Power
2840 East Yellowstone Hwy
Casper, WY 82609

Century Link

Century Link
103 North Durbin Street
Casper, WY 82601

Charter

Charter
451 South Durbin Street
Casper, WY 82601

Black Hills Energy

Black Hills Energy
1535 East Yellowstone
Casper, WY 82601

Mountain West Telephone

Mountain West Telephone
123 West 1st Street, Suite C-95
Casper, WY 82601

ANNEXATION

Frequently Asked Questions

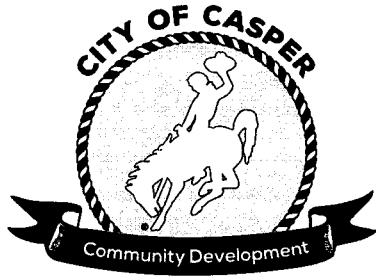
1. **Will we have to switch to City sanitation?** – The City will not force residents of the area to use City sanitation service. Now that the area will be part of the City of Casper, you may find our rates and services to be very competitive with the private waste haulers. Everyone that has City sanitation service is entitled to a “no-extra-charge” extra pickup and a “dump coupon” every month, as a part of the service.
2. **Will our water/sewer rates change?** – City residents pay less for water/sewer than County customers do, so you should see a decrease in cost. Typically, customers outside the City limits pay 150% in relation to City customers.
3. **Will our taxes increase?** – Property taxes typically increase slightly as a result of an annexation into the City. Taxes are collected by the Natrona County Assessor, so any questions should be directed to that office, (307)-235-9497.
4. **Who will provide police and fire protection?** – The City will become the primary agency to provide emergency services. However, as with all areas, there are mutual aid agreements in place that allow the City and County to “cross lines” and provide service.
5. **Will my homeowner’s insurance rates change?** - Possibly. Insurance rates depend on jurisdiction, and its ISO (Insurance Services Office) rating. You should call your insurance company to let them know of the change. The City of Casper enjoys a very good ISO rating, resulting in the best possible insurance rates for our residents.
6. **Why is Casper considering the annexation of these properties?** – The properties abut the City limits and geographically, should also be part of Casper. All properties in this area enjoy City water service, and were previously required to sign an agreement to annex into the City in order to receive that service. This area is one of multiple areas that the City is in the process of annexing. Additionally, the City benefits financially from having a greater population, and the timing of these annexations are in anticipation of the 2020 Census.
7. **How will Zoning and Code Enforcement change?** The City and the County are very similar with regard to Zoning and Code Enforcement. However, there may be some slight differences in regulations. The City realizes that change is occurring, and will focus initially on education, rather than strict enforcement, if issues arise.

September 12, 2019

8. **Can we keep our horses/chickens/goats, etc. after we are annexed?** Although the eventual zoning of the area may not allow horses or other livestock, if you have non-conforming animals/livestock when you are annexed you will be “grandfathered,” and allowed to maintain whatever exists at the time you are annexed, in perpetuity. For more information, please take a look at Section 17.12.030(A)(4) of the Municipal Code on the City’s website: casperwy.gov.

9. **When and where are the City Council public hearings, related to this annexation, if we’d like to go?** – City Council will have multiple public hearings on the proposed annexations; however, the dates have not yet been determined. Prior to the first public hearing, you will receive a postcard in the mail notifying you of the date, time and place. You will also receive an annexation report/study, once completed, as required by State law.

10. **Who can I contact for more information, or to discuss my concerns?** –
 - Craig Collins – City Planner – (307)-235-8241 or ccollins@casperwy.gov
 - Bob Hopkins, Ward I Councilperson – (307)-472-1837 or bhopkins@casperwy.gov
 - Mike Huber, Ward I Councilperson – (307)-266-4188 or mhuber@casperwy.gov
 - Khrystyn Lutz, Ward I Councilperson – (307)-359-3673 or klutz@casperwy.gov



City of Casper
200 N. David Street
Casper, WY 82601-1862
Phone: (307) 235-8241
Fax: (307) 235-8362

October 8, 2019

Dear Poplar Street Property Owners:

We wanted follow up on some of the questions that were raised in our meeting on September 12th, 2019 regarding the potential annexation of multiple properties along South Poplar Street. In addition, we also wanted to express our sincere appreciation to those of you who have taken the time to be involved, and who have reached out after the meeting for further discussion. As always, if anyone would like to talk, I am available by phone at (307)-235-7579 or by E-mail at ccollins@casperwy.gov.

Zoning – The question was raised as to whether AG (Urban Agriculture) zoning would be appropriate for the properties in question, given the semi-rural nature of the area and the prevalence of livestock on some of the parcels. After reviewing the AG (Urban Agriculture) zoning regulations, staff supports the zoning of the property as AG (Urban Agriculture). An information sheet on the AG (Urban Agriculture) zoning regulations is included with this letter for your reference.

Non-conforming existing land uses – One concern centered around the ability to continue to keep horses, cattle and other “livestock” that have been historically permitted under County zoning. Should the AG (Urban Agriculture) zoning be approved for these properties, the keeping of “livestock” will be a legal, permitted use by right. In that keeping livestock would be considered to be legal and conforming, property owners would be able to increase the number kept, or introduce livestock where none previously existed.

The other concern that was expressed was about whether multiple dwelling units would be allowed on a single parcel. There are no single-family zoning districts in the City that allow for multiple dwelling units on a single parcel, including the proposed AG (Urban Agriculture) district. If a property currently has multiple dwelling units on a single parcel, we need to know about it so that we can “grandfather” the accessory dwelling unit(s) as being legal, and as legitimate uses of the property upon annexation. If there are no accessory dwelling units located on the property at the time of annexation, then none will be permitted moving forward, unless the City Council were to approve a change to the Municipal Code to allow it. One option that may allow for a second dwelling unit on a property would be to split the parcel into two or more lots. There would be a financial cost incurred by you to process a lot split. If this is something that you are interested in moving forward, I am happy to work with you to see how we can accommodate your wishes.



Firearms – A question was raised about the City’s restriction on discharging weapons in the City limits for “snake control.” There is a process in the City Code to allow the Police Chief to waive the restriction on discharging weapons in the City limits, in certain circumstances. I have spoken to the City’s Police Chief, Keith McPheeters, about the situation in your area, and he is willing to entertain your requests. For more information, please contact the Police Department at (307)235-8469.

South Poplar Street Maintenance – There are no immediate plans for the City to take over the maintenance of South Poplar Street from the State Department of Transportation. If WYDOT asked the City to consider it in the future, we certainly would; however, that request has not yet been made.

Sewer – We asked the Public Utilities Department to identify the locations of existing sewer mains in the area, and they provided the map/picture below. As we discussed at the neighborhood meeting, the requirement to hook up to City sewer is a decision made by the Health Department, not the City. Their decision as to whether a property is required to hook to public sewer is not based on whether or not the property is located within the City limits, but on a number of other factors, the primary one being proximity to existing public sewer mains. Typically, if a septic system fails, and the property is within 300’ of a sewer line, the Health Department will require the property owner to connect to it. The City has no current plans, or funds available for extending the sewer main farther south on South Poplar than where it currently terminates. Any extension of private sewer service lines or public mains that may someday be required by the Health Department would be at the property owners’ cost, regardless of whether or not the properties are part of the City of Casper.

If there is anything that we've forgotten to address, please let me know. The State-mandated annexation report/study is in process, and will be mailed to each of you by certified mail in the near future.

Respectfully,

A handwritten signature in black ink, appearing to read "Craig Collins", with a long horizontal flourish extending to the right.

Craig Collins, AICP
City Planner

Enc. - AG (Urban Agriculture) zoning district information sheet

Cc: Casper City Council
J. Carter Napier, City Manager
Liz Becher, Community Development Director



Chapter 17.24 – AG URBAN AGRICULTURE

17.24.010 – Purpose.

The purpose of the AG district is to establish and preserve areas for semi-rural, low density residential, and related or compatible uses. It is also the intent to provide within this zone, an adequate amount of space for livestock and poultry, as is essential to meet appropriate health standards.

17.24.020 – Permitted uses.

In an AG district, no building, structure, or other land use shall be permitted or used except for the following:

1. The keeping and raising of food animals and pleasure animals; and the cultivation of gardens, orchards, and crops;
2. Conventional site-built single-family dwellings and manufactured homes with siding material consisting of wood or wood products, stucco, brick, rock, or horizontal lap wood, steel or vinyl siding;
3. Bed and breakfast;
4. Day-care, adult;
5. Family child care center – zoning review;
6. Family child care home;
7. Family child care home – zoning review;
8. Greenhouses and nurseries;
9. Reserved;
10. Parks, playgrounds, historical sites, golf courses, and other recreational facilities;
11. Tree farms, commercial;
12. Neighborhood assembly uses;
13. Group Home;
14. Church.

17.24.030 – Conditional uses.

The following shall be permitted as conditional uses within an AG district:

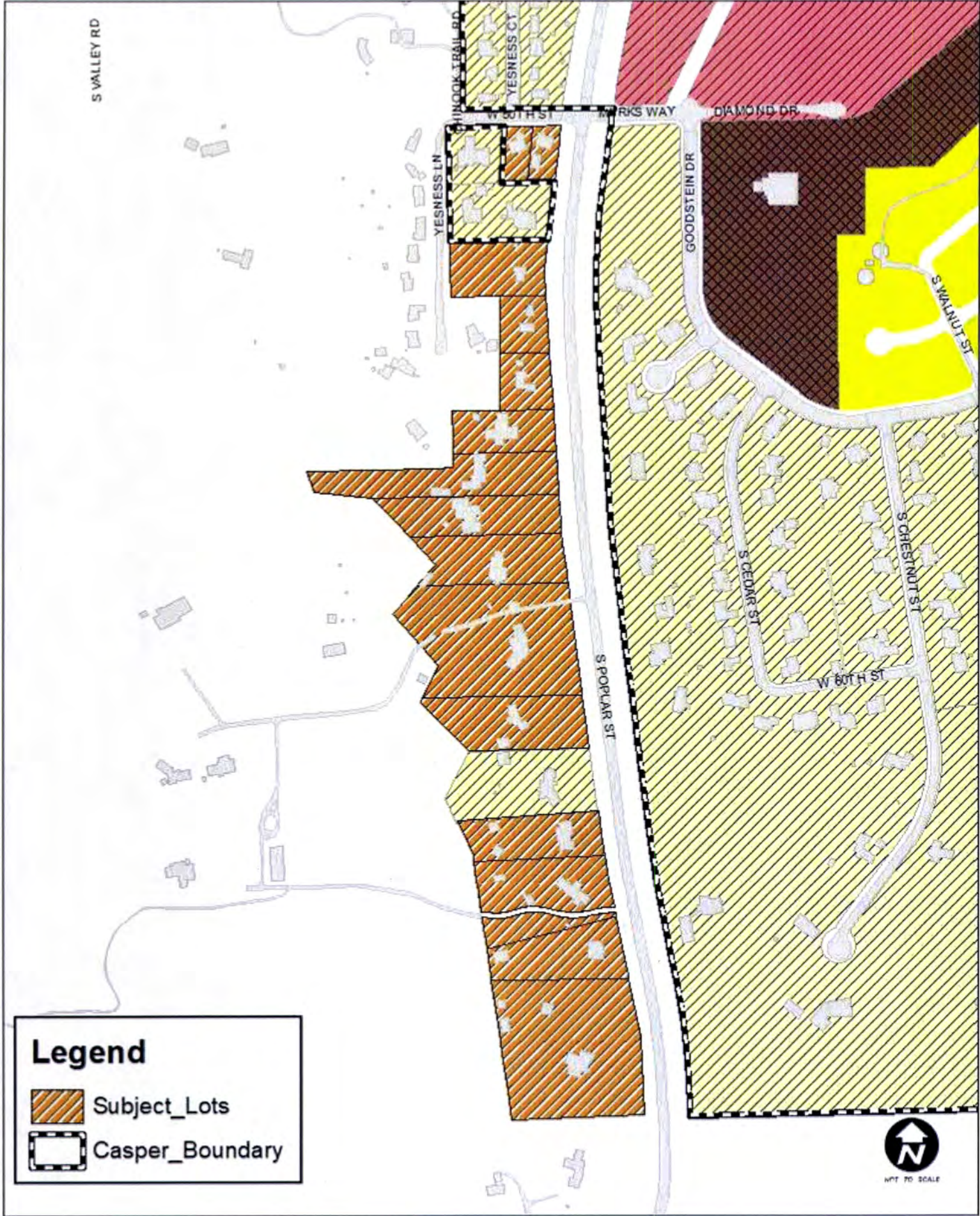
- A. Mortuaries;
- B. Reserved;
- C. Kennels;
- D. Lighted recreational facilities;
- E. Personal service shops;
- F. Public utility and public service installations and facilities, excluding business offices and repair and storage facilities;
- G. Riding academies;
- H. Stables;

- I. Other agricultural and nonagricultural uses compatible with this district and as approved by the commission, with the exception of gaming/gambling uses as defined in this title;
- J. Branch community facilities.



17.24.040 – Minimum standards.

- A. Lot Area.
 - 1. Single-family dwellings, where public water and sewer are not provided, two acres;
 - 2. Single-family dwellings, where public water and sewer are provided, one acre;
- B. Yard requirements.
 - 1. Front and rear yard, thirty feet;
 - 2. Side yard, thirty feet;
- C. Space Requirements for Livestock. The following tables are minimum standards for dry lot confinement and pasture for various classifications of livestock:
 - 1. Beef cattle: soil surfaced open shed floor area (dirt floor preferred), three hundred square feet for each cow or steer,
 - 2. Horses, soil surfaced open shed floor area, dirt floor, three hundred square feet for each horse,
 - 3. Chickens, controlled environment, two and one-half square feet for each chicken,
 - 4. Sheep, lot soil, twenty-five square feet of open lot for each sheep,
 - 5. Hogs, unsurfaced lot, one hundred square feet for each hog.

Poplar Street Annexation



Legend

-  Subject_Lots
-  Casper_Boundary



NPT TO SCALE