

## City Council Special Meeting Agenda

**Date:** 11-9-2021  
**Time:** 5:30 p.m.  
**Location:** City Hall Council Chambers

- ❑ Mayor Matt Hall
- ❑ Justin Baily
- ❑ Diane Ballard
- ❑ Jerry Fritz
- ❑ Andrew Quick
- ❑ Heidi Rasmussen
- ❑ Emily Swett
- ❑ City Administrator, Barry Cook
- ❑ Administrative Services Officer, Cindy Baker
- ❑ City Attorney, Scott Kolpitcke

- ❑ 5:30 –6:00 Executive Session – Pursuant to Wyoming State Statute 16-4-405(a)(ii) and 16-4-405(a)(ix)
- ❑ 6:00 – 6:10 – John Osgood – Solid Waste Discussion
- ❑ 6:10 – 6:20 – Discuss Possibility of Granting an Access Easement
  - ❑ Staff Reference: Todd Stowell, City Planner
  - ❑ Spokesperson: Jessica Case
- ❑ 6:20 – 6:30 – Discussion on Volunteers/Parade/Major Street Closure Events
- ❑ 6:30 – 6:50 – Discuss Water Master Plan - Rates
  - ❑ Staff Reference: Phillip Bowman, Public Works Director
- ❑ City Administrator Update – Big Horn Ave Study
  - Franchise Agreements

Disclaimer: Times noted are an estimate in order to assist with keeping the agenda discussion on track and/or providing approximate time when an item will be discussed for those wanting to attend for that specific item

MEETING DATE: NOVEMBER 9, 2021  
 DEPARTMENT: COMMUNITY DEVELOPMENT  
 PREPARED BY: TODD STOWELL  
 CITY ADM. APPROVAL: \_\_\_\_\_  
 PRESENTED BY: TODD STOWELL

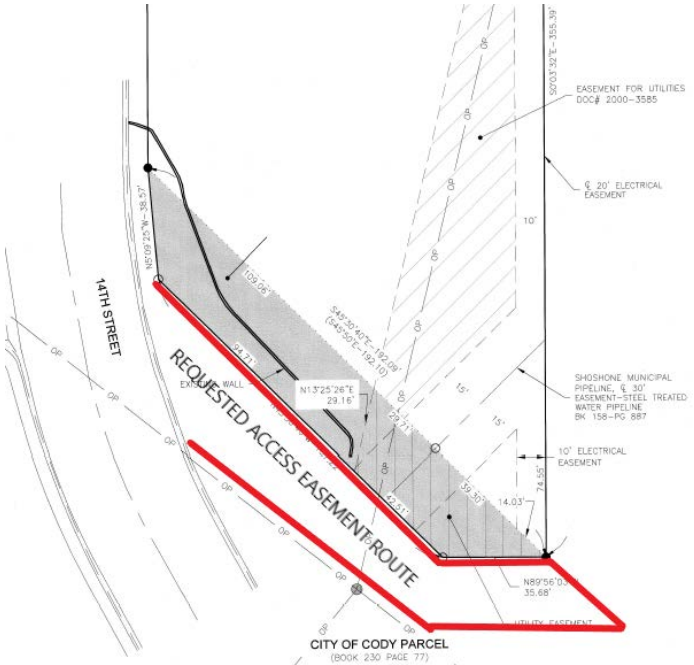
**Council Workshop Discussion**  
**REQUEST FOR ACCESS AND UTILITY EASEMENT ACROSS CITY PROPERTY**

**SUMMARY:**

Jessica Case owns the property at 1420 Meadow Lane Avenue, which is identified on the map to the right. She is planning to divide the property into two lots, a northern lot and a southern lot, and would like to access the south lot across City property. The sewer service for the south lot may also follow that route. Before she proceeds with the subdivision application and has a surveyor draw up the map and legal description for the requested easement, we want to be sure the City Council is open to considering the request. If the City Council is not open to the idea, other alternatives would need to be pursued. If the Council is open to the request, the formal document(s) would be prepared for your future consideration and approval.



The requested easement is the shortest route to a public street and the nearest sewer main. It is also noted that a portion of the requested easement already has regular use by the neighbor for a driveway. The requested easement would allow that driveway to be widened and extended to the anticipated building site on the proposed south lot of the Jessica Case property. The resulting access would also allow utility providers better access to utilities in that area (power line, water line, and telecommunications). It is noted that the east end of the requested easement contains utilities, including a telephone box, power pole, and guy wire, that obstruct usage of portions of the contemplated easement, but it appears that there is still room to fit in a driveway of up to 20 feet wide. The easement would likely be described as 30 feet wide, and the driveway would be able to shift within that width.



As the easement would result in better access to the City utilities, additional compensation for use of the City property is not contemplated. Jessica Case would be responsible for any costs associated with establishing and recording the easement.

**AGENDA ITEM NO. \_\_\_\_\_**



**FISCAL IMPACT**

No immediate direct costs.