

-AGENDA-

CHAD EDWARDS, MAYOR

April 25, 2022

7:00 P.M.

THE TOWN OF EVANSVILLE

Council Members:

Joseph Knop

Candace Machado

Michael Scott

Dacia Edwards

Town Attorney Williams, Porter, Day & Neville

Town Engineer - WLC, Inc.

Town Clerk Janelle Underwood

Town Treasurer Lexi Erickson

Chief of Police Mike Thompson

Fire Chief Leo Malsom

P.W. Director Robert Lewallen

**The meeting will be streamed live on YouTube.**

YouTube link <https://www.youtube.com/channel/UCB0HNSulh1k51ixwxexh55w>

Meeting called to order

Roll call

Pledge of Allegiance

Approval of Agenda

1) Consent Agenda

A. Approval of Minutes for Regular Meeting April 11, 2022 & Executive Session April 11, 2022

B. Approval of Business License – Millennium Construction

C. Approval of Catering Permit – Butch’s Happy Days Liquor - UMF Event May 28, 2022

2) Public Hearing – 7:05 p.m. – Variance 01-2022 – Variance Request for Aspen Park, LLC

3) Public Comments

4) Adjournment

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

P.O. DRAWER 158, EVANSVILLE, WYOMING 82636-0158

(307) 234-6530 • FAX: (307) 266-5109

www.townofevansville.org • EMAIL: townclerk@evansvillewy.com

## RECORD OF PROCEEDINGS

Meeting of the Evansville Town Council, Evansville, Wyoming

April 11, 2022

The regular meeting of the Evansville Town Council of the Town of Evansville, County of Natrona, State of Wyoming, was held at 7:00 p.m. in the Council Chambers of the Town Hall.

The meeting was called to order by Mayor Chad Edwards at 7:00 p.m. and upon roll call the following were present: Council Members Candace Machado, and Michael Scott, Town Attorney Scott Murray, Town Treasurer Lexi Erickson, Fire Chief Leo Malsom, Town Clerk Janelle Underwood, and interested citizens.

Council Member Joe Knop, Chief of Police Mike Thompson and Public Works Director Robert Lewallen asked to be excused.

Mayor Chad Edwards led the Pledge of Allegiance.

APPROVAL OF AGENDA: Motion was made by Michael Scott and seconded by Candace Machado to approve the agenda. Motion carried.

APPROVAL OF CONSENT AGENDA:

- A) Minutes for Regular Meeting March 28, 2022
- B) Approval of Bills

Motion was made by Michael Scott and seconded by Candace Machado to approve the Consent Agenda. Motion carried.

INTERVIEWS FOR VACANT TOWN COUNCIL SEAT: Due to the recent resignation of Cathy Stypa as a Town Council Member, the Governing Body conducted interviews of Beverly Eilek, Walt Berens, Dacia Edwards, and Phil Gierke to fill the vacancy.

EXECUTIVE SESSION – W.S.S. 16-4-405 (ii): Motion was made by Michael Scott and seconded by Candace Machado to go into Executive Session at 7:36 p.m. Motion carried.

Motion was made by Michael Scott and seconded by Candace Machado to go back into regular session at 8:28 p.m. Motion carried.

Mayor Chad Edwards stated that he would like to thank everyone for submitting their letters of interest for the vacant Town Council seat and their thoughts on how to make the Town of Evansville better.

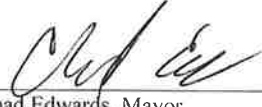
Motion was made by Michael Scott and seconded by Candace Machado to pick Dacia Edwards to fill the vacant Council seat. Motion carried.

Town Clerk Janelle Underwood administered the Oath of Office to Dacia Edwards.

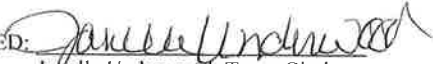
PUBLIC COMMENTS: There were no public comments.

ADJOURNMENT: There being no further business, motion was made by Dacia Edwards and seconded by Michael Scott to adjourn at 8:32 p.m. Motion carried.

APPROVED: \_\_\_\_\_

  
Chad Edwards, Mayor

ATTESTED: \_\_\_\_\_

  
Janelle Underwood, Town Clerk

Town of Evansville  
Minutes of Executive Session

Date: April 11, 2022

Time Convened: 7:38 p.m.

Location: 235 Curtis Street – Council Chambers

Persons Attended: Mayor Chad Edwards, Council Members Michael Scott, and Candace Machado. Also present were Town Attorney Scott Murray, and Town Clerk Janelle Underwood.

Minutes Kept By: Town Clerk Janelle Underwood

Executive Session Convened for the Purpose of: Wyoming State Statute 16-4-405 (ii).


There were no objections to the Executive Session.

Motion was made by Michael Scott and seconded by Candace Machado to adjourn at 8:25 p.m. Motion carried unanimously.

APPROVED: \_\_\_\_\_

  
Chad Edwards, Mayor

ATTESTED: \_\_\_\_\_

  
Janelle Underwood, Town Clerk

# 24 HR ALCOHOLIC BEVERAGE SALES PERMIT APPLICATION

## To be completed by City/County Clerk

Date filed with clerk: 4 / 15 / 2022 Local Permit #: CP01-2022  
Permit Fee Per Day: \$ 50.00 (\$50.00 maximum fee per day)  
Number of Days: 1  
Total Permit Fee: \$ 50.00 (Permit Fee Per Day X Number of Days)  
Event Date(s): 05 / 28 / 2022 Through 05 / 28 / 2022

Applicant: Wyoming Gage, LLC

Business / Trade Name (D/B/A): Butchs Happy Days Liquors

577 Contact Person: John Schmidt Phone: (307 )

Address: 1180 Oildale City: Evansville State: WY Zip: 82636

Mailing Address: PO Box 602 City: Evansville State: WY Zip: 82636

Business Phone: (307)577-5031 E-Mail Address: butchsbar@live.com

Name of Event: UMF Pick'em Flick'em Run

Event Location: Butchs Happy Days Liquors - 1180 Oildale Evansville WY

FILING IN (CHOOSE ONLY ONE) (Licensing Authority Jurisdiction)	FILING AS (CHOOSE ONLY ONE)	
<input checked="" type="checkbox"/> CITY / TOWN OF: <u>Evansville</u>	<input type="checkbox"/> INDIVIDUAL	<input type="checkbox"/> CORPORATION
<input type="checkbox"/> COUNTY OF: <u>Natrona</u>	<input type="checkbox"/> PARTNERSHIP	<input type="checkbox"/> LTD PARTNERSHIP
	<input type="checkbox"/> LP/LLP	<input type="checkbox"/> ORGANIZATION
	<input checked="" type="checkbox"/> LLC	<input type="checkbox"/> OTHER _____

### TYPE OF PERMIT (CHOOSE ONLY ONE)

**NOTE: EACH PERMIT IS FOR ONLY THE ON-PREMISE SALES AND CONSUMPTION OF ALCOHOL AND ONLY AT THE PERMITTED EVENT**

<input type="checkbox"/> <b>Malt Beverage Permit</b> (W.S. 12-4-502(a) / W.S. 12-2-201(b))  Malt Beverage Permit Applicants receiving anything of value (i.e. money, goods, and or services from any Industry Representative must answer the following: (W.S. 12-5-402(a))  Nonprofit Corporation under the laws of Wyoming? Yes <input type="checkbox"/> No <input type="checkbox"/>  Tax Exempt Organization under the Internal Revenue Code? Yes <input type="checkbox"/> No <input type="checkbox"/>  And has the Applicant been in continuous Operation for not less than two (2) years? Yes <input type="checkbox"/> No <input type="checkbox"/>	<input checked="" type="checkbox"/> <b>Catering Permit</b> (W.S. 12-4-502(b))  For Currently Licensed Retail or Resort License Holders Only  <input type="checkbox"/> <b>Malt Beverage Permit for Microbrewery</b> (W.S. 12-4-412(j) / W.S. 12-4-502(a))  For the Sale of only the Microbrewery's own, Brewed Malt Beverage Products	<input type="checkbox"/> <b>Manufacturer's Off-Premise Permit</b> (W.S. 12-2-203(g)(iii))  For the Sale of only the Manufacturer's own, Wyoming Manufactured Products
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By filing this application, the Applicant and the Applicant's representatives agree to sell alcoholic beverages and operate in Wyoming under the requirements of all applicable Wyoming state laws and rules, local laws and rules, and to file required sales tax reporting documents and applicable sales taxes.

By signing this application, I acknowledge for the Applicant, that all of the information provided is true and correct. This application must be signed by an Owner, Partner, or a Corporate Officer, an LLC / LLP member, or an individual authorized by the Applicant to act on behalf of the Applicant.

Under penalty of perjury, and the possible revocation or cancellation of the license, I swear the above stated facts, are true and accurate.

Applicant Signature:  Printed Name: JOHN C. SCHMIDT Date: 4/15/22

\_\_\_\_\_  
Signature of Licensing Authority Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# UMF Pick'em Flick'em Run

**Saturday May 28th, 2022**

The UMF Pick'em Flick'em Run is an annual event which is sponsored the Central Wyoming UMF Group. This annual event is a motorcycle run where participants visit 5 different locations through out the day. Their final stop this year will be Butch's Happy Days. We would like to conduct various activities outdoors during this event. As we have done in past outdoor events, we will fence off a portion off a specific section of our parking lot. We will be selling alcoholic beverages within this area and all will remain within the fenced area. The event will be limited to those who are 21yrs old and older.

## **Event Highlights –**

Expected attendance at event is about 50 people

All attendees will be 21yrs old and older

A tent will be utilized as a stage for a band – the tent will be located near the building or in the North East section of the parking lot.

Outdoor music will be limited between the hours of 2pm – 10pm

Outdoor liquor concession will be limited to the hours of 1pm – 10pm

No food vendor

Bike show 3 – 6pm

All outdoor activities conclude by 10pm

WESTERN AVENUE



BIKE PARKING

CEMENT BASE HOUSES

NO VEHICLE TRAFFIC THIS SIDE OF LOT

BEER TRAILER

Temporary Fence

TABLES AND CHAIRS Here

BAND SET UP

LIQUOR CONCESSION

BUTCH'S HAPPY DAYS

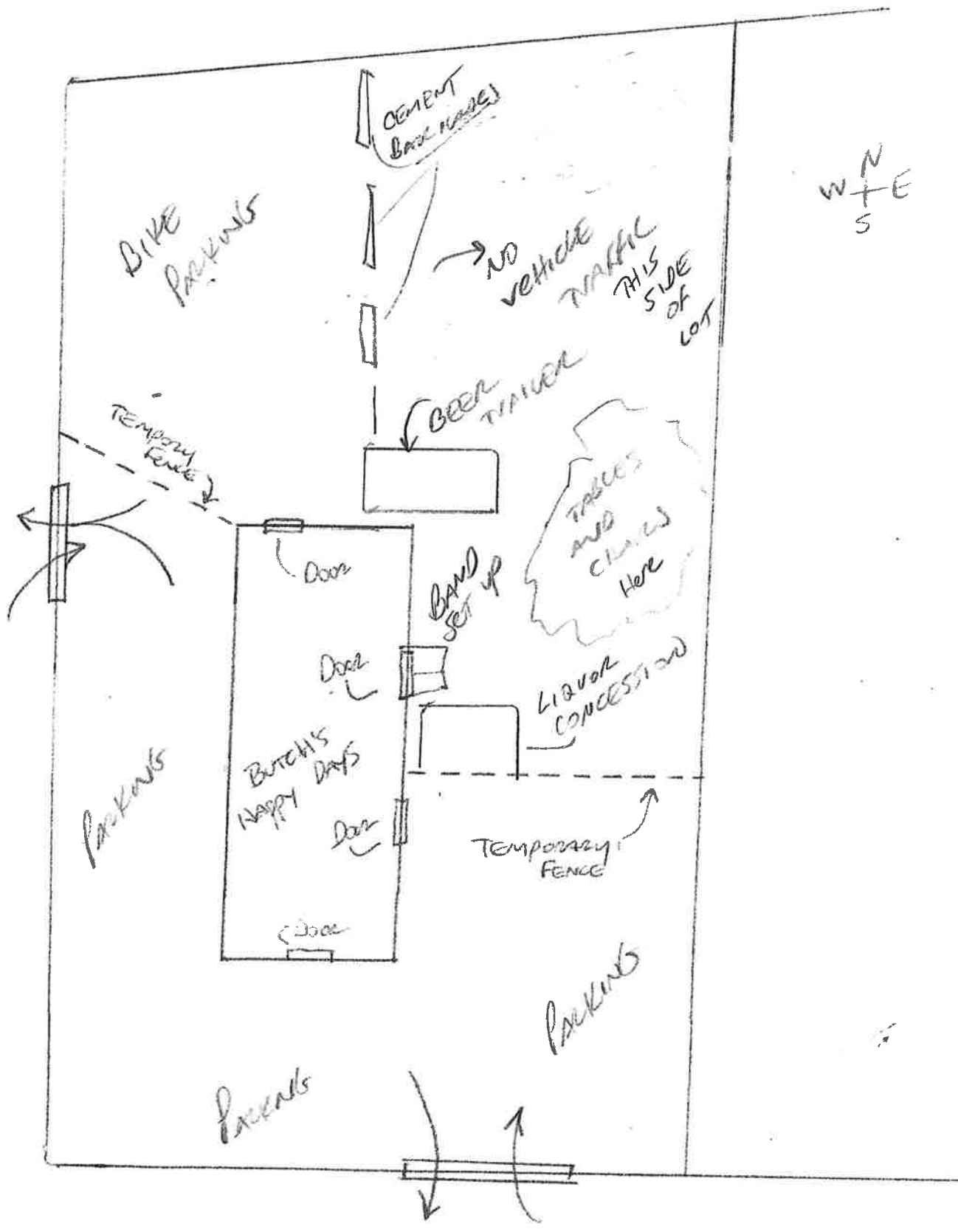
Temporary Fence

Parkings

Parkings

Parkings

OILDALE AVENUE





MEMORANDUM

To: Evansville Town Council

From: Scott S. Radden, Town Planner

Date: 21 April 2022

Subject: **VAR-01-2022:** A request for a variance to allow modified setbacks and spacing requirements for accessory structures located in the Aspen Park, Interstate East Addition, Town of Evansville. (Applicant/Owner: Aspen Park, C.F. LLC.).

**Background:**

Aspen Park, C.F. LLC., the owner of the Interstate East Addition, has submitted a petition for variance asking for a variance to allow modified setbacks and spacing requirements for accessory structures located in the Aspen Manufacture Home Park. The property has several areas where topography in the back of the lots does not allow for adequate placement of accessory buildings (storage sheds). It is the intent of the Aspen Park management to keep properties cleaned up and want their renters to keep outside items in the provided storage sheds.

**Finding of Facts:**

1. Mr. Mark Stiles, member of Aspen Park, C.F. LLC., submitted a Petition for Variance on 14 March 2022.
2. The property is zoned Residential Mobile Home (R-4) and is surrounded by Commercial (C-1) Zoning Districts on the east and west sides, and Light Industrial (I-L) to the north.
3. The topography, especially on the outer areas of the property, have steep slopes and is not conducive to reasonable placement of accessory storage structures (i.e. 10'x12' storage sheds).
4. Management would like residents to keep all debris, bikes, grills, mowers, etc. cleaned up and out of site and placed in the accessory storage buildings.





# THE TOWN OF EVANSVILLE

5. The variance application was distributed to Evansville Staff on 7 April 2022. No negative responses were provided as of writing this report.
6. A public hearing notice was advertised at least 15 days prior in the Star-Tribune on 27 March 2022.
7. A map and table of owners within 300 feet of the property was provided to the owners to obtain signatures.
8. The applicant states that a hardship exists in that: 'Decreasing the setback requirements for storage sheds would ensure reasonable placements due to topography restrictions and allow every resident a place to put unsightly belongings.'
9. The variance will not result in a gain in use, service or income to a greater extent than available to other landowners in the vicinity because the manufactured home park is owned and operated by an LLC that is a private landowner that maintains the roads and provides services for all homes in the park. No other residential owners are within the vicinity of the park.

#### **Conclusion:**

No unnecessary hardship was not willfully created by the applicant.

The variance, if granted, will not alter the essential character of the neighborhood or district in which the property is located, nor substantially or permanently impair the appropriate use or development of adjacent property.

A hardship to the applicant exists in that the topography was already in place for the park, and the prior owners did not have storage units available for the homeowners.

#### **Staff Recommendation:**

Staff recommends the Planning and Zoning Commission forward a "do pass" recommendation to the Town Council for a variance to allow modified setbacks and spacing requirements for accessory structures located in the Aspen Park, Interstate East Addition, Town of Evansville. (Applicant/Owner: Aspen Park, C.F. LLC.) subject to the following conditions:



# THE TOWN OF EVANSVILLE

1. The variance, if granted, will not alter the essential character of the neighborhood or district in which the property is located, nor substantially or permanently impair the appropriate use or development of adjacent property.
2. The variance, if granted, allows the applicant to utilize and develop the lot, but not result in a gain in use, service or income greater to other landowners in the vicinity.
3. The owner constructs the site in accordance with all local, state and federal rules and regulations.

**At the 19 April 2022 Planning and Zoning Commission meeting, the Commission forwarded a "Do Pass" recommendation to the Council for VAR-01-2022 approving a five (5) feet distance between accessory structures on the same or adjacent lot within Aspen Park, Interstate East Addition, Town of Evansville.**