

TOWN OF BASIN  
Council Meeting - Regular  
Tuesday, April 9, 2013  
Town Hall Council Chambers @ 7 PM

Call to Order Regular Session  
Pledge of Allegiance  
Roll Call  
Agenda Review and Approval  
Mayor's Recognition and Announcements

1. **Consent Agenda:** All items under the consent agenda will be acted upon in one motion unless a Councilmember or member of the public requests that an individual item be taken up under Conduct of Business.
  - a. Approve Minutes: Regular Meeting 3/12/13, Regular Special Meeting 4/2/13
  - b. Financial Report through March 2013
  - c. Vouchers \$450,616.10 + Payroll Gross \$39,202.95 GT=\$489,819.05
  - d. Municipal Court Report \*
  - e. Delinquent/Aging: \$103,055.80 (30 Days/Current) \$13,740.33 (60 Days) \$33,311.55 (90 days+) as of April 5, 2013
2. **Public Comments:** The Town Council welcomes input from the public. In order for everyone to be heard, please limit your comments to five (5) minutes per person. No action will be taken on public comments at this meeting.
3. **Public Hearing:** None
4. **Committees/Commissions/Departments**
  - a. Planning & Zoning Commission:
    - i. Minutes\* of March 26, 2013; Bill Stoelk
  - b. REPORTS:
    - i. Water: Big Horn Regional JPB & South Big Horn JPB, Phil Julliard
5. **Conduct of Business**
  - a. ORDINANCE 623: Season Dates for Electric Rates\*  
**2<sup>nd</sup> Reading**
  - b. ORDINANCE 624: Annual Appropriation\*  
**1<sup>st</sup> Reading**
  - c. ORDINANCE 619: Title 11 Zoning; Amendments and Supplements\*  
**1<sup>st</sup> Reading**
  - d. ORDINANCE 625: APPENDIX - DEFINITIONS\*  
**1<sup>st</sup> Reading**
  - e. Resolution 2013-0409-1: Land Use Matrix\*
  - f. Harrison Variance Request\*

- g. Residential Relending Application: Morstad
- h. Electric Infrastructure Improvement Project Financial Report
- i. G-Street Project Change Order
- j. Substantial Completion Certificates: G-Street Sewer and Flush Tanks
- k. Write-off Reports: Raw Water Annual Use Assessment & Utility Accounts
- l. MEAN Annual Renewable Energy Assessment\*
- m. WAM Voting Delegate/Teen Delegate\*
- n. Building Permit(s): \* Brown, 459 North 6<sup>th</sup>, Porch/Patio  
Brown, 460 N. 7<sup>th</sup> St, Residential Remodel  
Big Horn County, 401 West C Street, Remodel Search and  
Rescue Building  
Bailey, 655 N. 8<sup>th</sup>, Fence  
Crossley, 907 S. 6<sup>th</sup>, Storage Building
- o. Set Date for 6<sup>th</sup> Penny Public Meeting

## **6. Matters from Staff Members or Council Members, Roundtable**

- a. Workforce Services, OSHA Consultation, Danielle Chapman
- b. Open Burning, Steve Vanderploeg
- c. Purified/RW/Wastewater Report for March\*

## **7. Executive Session, If Needed**

*Upcoming Meetings:*

*May 7, 2013 (Tuesday) @ 7 pm – Regular Special Meeting*

***Tuesday, May 14, 2013 @ 7 pm – Regular Town Council Meeting***

*Other Meetings:*

*Tuesday, April 30, 2013 @ 7 pm – Planning Commission*

- Attached Document

## Report Criteria:

Report type: Summary

Check.Type = {&lt;&gt;} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
04/13	04/05/2013	37567	1487	ABSOLUTE SOLUTIONS	1021310	61.38
04/13	04/05/2013	37568	1003	ALSCO	1021310	127.20
04/13	04/05/2013	37569	1676	B/H CO. SOLID WASTE DIST.	1021310	7,270.38
04/13	04/05/2013	37570	1342	BASIN AUTO CARE	1021310	12.60
04/13	04/05/2013	37571	1380	BASIN REPUBLICAN RUSTLER	1021310	1,008.00
04/13	04/05/2013	37572	1620	BIG HORN CO-OP MARKETING	1021310	3,091.83
04/13	04/05/2013	37573	1890	BIG HORN REGIONAL JOINT POWERS	1021310	9,400.32
04/13	04/05/2013	37574	1905	BILBREY BUSINESS SERVICE	1021310	141.65
04/13	04/05/2013	37575	5160	BLUE CROSS BLUE SHIELD OF WY	1021310	6,716.95
04/13	04/05/2013	37576	2005	BORDER STATES ELECTRIC SUPPLY	1021310	235,023.19
04/13	04/05/2013	37577	2070	BUSINESS SOLUTIONS GROUP	1021310	679.09
04/13	04/05/2013	37578	2110	CASELLE INC.	1021310	6,875.00
04/13	04/05/2013	37579	2152	CHILDRENS PLAYSTRUCTURES	1021310	37,790.00
04/13	04/05/2013	37580	2210	CLARK SAFETY	1021310	306.90
04/13	04/05/2013	37581	2600	DONNELL & ALLRED INC.	1021310	7,966.46
04/13	04/05/2013	37582	2785	ENERGY LABORATORIES	1021310	60.00
04/13	04/05/2013	37583	1463	GREAT-WEST TRUST CO., LLC	1021310	562.00
04/13	04/05/2013	37584	3337	HARPERS SERVICE CENTER	1021310	409.42
04/13	04/05/2013	37585	3511	HSA BANK	1021310	100.00
04/13	04/05/2013	37586	3580	INTER-MOUNTAIN LABORATORIES	1021310	195.00
04/13	04/05/2013	37587	211115	Jerry's Electric	1021310	3,260.00
04/13	04/05/2013	37588	3631	JOINT POWERS BOARD	1021310	8,100.00
04/13	04/05/2013	37589	3658	KANIA, AMY	1021310	182.38
04/13	04/05/2013	37590	211114	KENNEDY ACE HARDWARE	1021310	639.98
04/13	04/05/2013	37591	4403	KENT A. RICHINS	1021310	606.57
04/13	04/05/2013	37592	3665	KETCHUM MANUF. CO. INC.	1021310	96.81
04/13	04/05/2013	37593	3873	MASTER CARD	1021310	2,001.06
04/13	04/05/2013	37594	3881	MEAN	1021310	52,042.24
04/13	04/05/2013	37595	5505	NCPERS WYOMING	1021310	48.00
04/13	04/05/2013	37596	4154	NORMONT EQUIPMENT	1021310	155.55
04/13	04/05/2013	37597	4200	NORTHWEST PIPE FITTINGS	1021310	1,067.40
04/13	04/05/2013	37598	4233	ONE CALL OF WYOMING	1021310	30.00
04/13	04/05/2013	37599	4234	O'REILLY AUTOMOTIVE	1021310	302.57
04/13	04/05/2013	37600	4260	OVERLAND EXPRESS MART	1021310	242.30
04/13	04/05/2013	37601	211117	PERSONNEL CONCEPTS	1021310	19.95
04/13	04/05/2013	37602	4356	QUILL CORPORATION	1021310	79.03
04/13	04/05/2013	37603	4445	RIVERBEND ENTERPRISE INC.	1021310	138.00
04/13	04/05/2013	37604	4480	ROCKY MOUNTAIN TREE SERVICE	1021310	437.50
04/13	04/05/2013	37605	4512	SCHAEFFER MFG. CO.	1021310	1,998.70
04/13	04/05/2013	37606	4595	SECURITY STATE BANK	1021310	160.00
04/13	04/05/2013	37607	4713	TCT WEST INC.	1021310	528.43
04/13	04/05/2013	37608	4750	THE OFFICE SHOP	1021310	268.31
04/13	04/05/2013	37609	4720	THE OFFICE SHOP LEASING	1021310	152.29
04/13	04/05/2013	37610	4825	TOWN OF BASIN	1021310	3,057.24
04/13	04/05/2013	37611	4830	TOWN OF BASIN	1021310	81.41
04/13	04/05/2013	37612	211118	TRENT METRO	1021310	40.00
04/13	04/05/2013	37613	4960	U.S. POSTMASTER	1021310	392.00
04/13	04/05/2013	37614	5083	VALLEY HARDWARE	1021310	58.31
04/13	04/05/2013	37615	5093	VERIZON WIRELESS	1021310	484.02
04/13	04/05/2013	37616	6611	VISION SERVICE PLAN- (WY)	1021310	35.14
04/13	04/05/2013	37617	5406	W.C.M.C	1021310	100.00
04/13	04/05/2013	37618	5141	WAM-WCCA ENERGY LEASE PROGRAM	1021310	3,163.25
04/13	04/05/2013	37619	5181	WATERWORKS INDUSTRIES INC.	1021310	161.21

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
04/13	04/05/2013	37620	5451	WEBT	1021310	31.50
04/13	04/05/2013	37621	5193	WESTERN UNITED ELECTRIC SUPPLY	1021310	839.56
04/13	04/05/2013	37622	5220	WHEELER'S IGA	1021310	29.36
04/13	04/05/2013	37623	5420	WY DEPT. OF REVENUE & TAX	1021310	3,692.43
04/13	04/05/2013	37624	5391	WY DEPT. OF WORKFORCE SERVICES	1021310	4,555.86
04/13	04/05/2013	37625	5480	WY GAS COMPANY	1021310	586.43
04/13	04/05/2013	37626	211116	Wyoming Business Counsel	1021310	1,000.00
04/13	04/05/2013	37627	5302	WYOMING RETIREMENT SYSTEM	1021310	5,161.05
04/13	04/05/2013	37628	5430	WY-TEST	1021310	85.00
04/13	04/05/2013	37629	6001	YELLOWSTONE LANDSCAPING	1021310	26,811.65
04/13	04/05/2013	37630	4595	SECURITY STATE BANK	1021310	9,896.24

Grand Totals:

450,616.10

## Summary by General Ledger Account Number

Payroll 1st	18,400.32
Payroll 2nd	20,802.63
Grand Total	489,819.05

GL Account	Debit	Credit	Proof
1021310	164.45	450,780.55-	450,616.10-
10-42-520	193.90	.00	193.90
10-42-800	65.35	.00	65.35
10-43-370	100.00	.00	100.00
10-43-500	100.00	.00	100.00
10-44-260	40.00	.00	40.00
10-44-521	236.69	.00	236.69
10-44-600	195.00	.00	195.00
10-44-680	670.14	.00	670.14
10-44-690	483.40	.00	483.40
10-44-980	407.39	.00	407.39
10-45-060	6.99	.00	6.99
10-45-520	1,353.11	.00	1,353.11
10-45-980	464.28	.00	464.28
10-46-050	127.20	.00	127.20
10-46-060	735.19	.00	735.19
10-46-180	181.47	.00	181.47
10-46-520	152.28	51.05-	101.23
10-46-680	2,413.64	.00	2,413.64
10-46-690	297.87	.00	297.87
10-46-700	28.99	.00	28.99
10-46-980	133.98	39.97-	94.01
10-47-115	226.29	.00	226.29
10-47-250	138.00	.00	138.00
10-48-480	96.81	.00	96.81
10-49-100	1,000.00	.00	1,000.00
31-40-114	285.85	.00	285.85
31-40-120	33,236.01	.00	33,236.01
31-40-650	37,790.00	.00	37,790.00
31-42-071	1,256.25	.00	1,256.25
31-43-891	337.50	.00	337.50
31-43-892	57.50	.00	57.50
31-43-893	375.00	.00	375.00
31-43-903	706.85	.00	706.85
31-43-904	161.20	.00	161.20
31-43-905	75.00	.00	75.00
31-43-906	200.20	.00	200.20

GL Account	Debit	Credit	Proof
31-43-907	1,250.00	.00	1,250.00
61-22220	5,998.06	.00	5,998.06
61-22221	3,898.18	.00	3,898.18
61-22223	48.00	.00	48.00
61-22224	6,752.09	.00	6,752.09
61-22225	5,161.05	.00	5,161.05
61-22228	4,555.86	.00	4,555.86
61-22229	562.00	.00	562.00
61-40-020	1,008.00	.00	1,008.00
61-40-140	291.50	.00	291.50
61-40-150	85.00	.00	85.00
61-40-180	39.00	.00	39.00
61-40-250	7,027.29	.00	7,027.29
61-40-300	506.57	.00	506.57
61-40-320	151.42	.00	151.42
61-40-360	1,549.15	.00	1,549.15
61-40-560	204.43	.00	204.43
61-40-570	30.96	.00	30.96
61-40-640	371.76	.00	371.76
61-40-991	141.65	.00	141.65
71-21500	3,765.86	73.43-	3,692.43
71-40-060	.99	.00	.99
71-40-120	5,443.27	.00	5,443.27
71-40-180	457.50	.00	457.50
71-40-390	284.01	.00	284.01
71-40-600	1,350.31	.00	1,350.31
71-40-680	84.46	.00	84.46
71-40-690	91.89	.00	91.89
71-40-970	437.50	.00	437.50
71-40-980	134.00	.00	134.00
71-63-160	52,042.24	.00	52,042.24
71-65-030	233,305.62	.00	233,305.62
72-40-090	2,499.00	.00	2,499.00
72-40-100	35.20	.00	35.20
72-40-400	873.50	.00	873.50
72-40-440	150.00	.00	150.00
72-40-560	137.42	.00	137.42
72-40-600	633.65	.00	633.65
72-40-640	444.34	.00	444.34
72-40-660	5,601.00	.00	5,601.00
72-40-680	298.73	.00	298.73
72-40-700	15.00	.00	15.00
72-40-980	9,400.32	.00	9,400.32
73-40-980	512.68	.00	512.68
74-40-180	193.66	.00	193.66
74-40-520	195.00	.00	195.00
74-40-521	303.08	.00	303.08
75-40-520	55.06	.00	55.06
75-40-680	118.56	.00	118.56
75-40-690	685.02	.00	685.02
75-40-970	7,270.38	.00	7,270.38
Grand Totals:	450,945.00	450,945.00-	.00

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

I certify under penalty of perjury, that this voucher and the items included therein for payment are correct and just in all respects.

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Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

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Basin Municipal Court  
Report to Mayor and Town Council for the  
 Month of **March** **2013**

Citation #	Address	Offense	Ca/CK	Fine	Court Fee	Jail/ Rest./Dog Impound
88261G	Basin	Driving W/ou D.L.	ca	110.00	10.00	
40496D	Greybull	Speeding/Ins- pymt	ca	50.00		
88253G	Burlington	Speeding-pymt	ca	50.00		
88228G	Burlington	MIP-pymt	ca	50.00		
40265D	Basin	MIP-pymt	ca	100.00		
		<b>\$370.00</b>		360.00	10.00	-
79762T	Worland	DWUS/Ins...-pymt	ck	100.00		
79657T	Basin	DWUS-pymt- Collections	ck	6.00		
		<b>\$106.00</b>		106.00	-	-
88254G	Greybull	Expired Reg	ca	50.00		
88232G	Basin	MIP-pymt	ca	50.00		
88049G	Basin	Dog @ Large-2nd Off-Dog Impound Fee	ck			75.00
		<b>\$175.00</b>		100.00	-	75.00
02513B	Greybull	Ins/Rest	ck (MO)			200.00
88153G	Perry, UT	Speeding 40/30-NRVC	ck	50.00		
		\$250.00		50.00	-	200.00
88260G	Morrilton, AR	Speeding 40/30	3/13/13	100.00	10.00	
88263G	Moorcroft, WY	Speeding 42/30	3/5/13	108.00	10.00	
				208.00	20.00	
<b>Subtotals</b>				824.00	30.00	275.00
<b>Grand Total</b>				<b>\$1,129.00</b>		

TOWN OF BASIN  
PLANNING AND ZONING COMMISSION REGULAR Agenda  
TUESDAY, Mar 26, 2013  
Town Hall @ 7:00 PM

- Call to Order: Ken Fink called the meeting to order at 7:00 PM

Roll Call: Ken Fink, chairman, Bill Stoelk, Robert Kampbell, Carl Olson, CJ Duncan, Andy DeGraw, Mark Hillman, present.

**Also in attendance:** Beth Harrison, Mayor Amy Kania, and Councilman Phil Juilliard.

- Minutes from Jan. 29, Carl made a motion to approve the Jan 29, 2013 minutes, CJ 2<sup>nd</sup>, all approved. There was not a quorum at the Feb 26 meeting, no minutes for meeting.

Public Communication: Non-at this time.

**TOPICS:**

1. Harrison day care center request for variance.

**Beth covered her intentions for the Day Care: 1 more infant, maximum of 10 children and Dale Link, state fire marshal rep has inspected the site, all recommended plans are in place. There is no state certified day care available in Basin at this time. Covered signage, parking, learning center idea, play area, and other pertinent items.**

**Ken covered codes for variances, 11-1-10, 11-2-4, 11-2-3E1 & 2, and the definition of Home Occupation.**

**ACTION/RECOMMENDATION:** Carl moved to recommend to the council, accepting the variance with the stipulation a copy of the state approved license be furnished to the town clerk. Bill 2<sup>nd</sup>. All approved. Mark to write letter for Ken to sign to council.

2. Budget for town request. FY 2013-2014

**A handout covering the budget request was furnished with items included with the requested budget line item for P&Z commission. Amy stated they needed the request for the April 9<sup>th</sup> council meeting and the minutes are an acceptable method of request. Discussion on items and additional moneys for training and travel for town and P&Z members.**



**ACTION/RECOMMENDATION:** Carl moved to request \$1500 for travel, publications, and training for the P&Z line item. Mark 2<sup>nd</sup>. All approved.

Building codes	
ICC membership dues .....	125
Wyoming conference of Building officials.....	50
IRC code books 10 @ 80 .....	800
IZC. Zoning .....	25
PUBLICATIONS.	1000
Travel. For private vehicle 400@56¢=	224
Miscellaneous	276
TOTAL".....	\$1500

3. Review new council chapter 11. (dated 2/16/13)  
**Covered interim and conditional permits, questions on appeals, fines and enforcement 11-5, seems to be alright. General questions and discussion.**

**ACTION/RECOMMENDATION:** The committee has hard copies, please e-mail comments to the town for the April 9<sup>th</sup>, council meeting.

4. Continue process between Town and P&Z committee for handling permits and requests of the committee (chapter 8). Would like to develop new permits and training for all, zoning compliance permit. Review exemptions from IRC and discussion on 2012, International residential code continues. Do we need an appeal committee? Who, what.  
**CJ suggested we exempt the sprinkler system requirements construction from the proposed code.**

**Discussion of minor maintenance items and the need for a permit. Change current repair cost from \$200 to \$3000. Torrington's permit process brought up to look at.**

**Discussion on the appeal committee. Comments on why have another committee, to need the expertise to make decisions in a timely manner. Interpretation of the code, not the permit.**

Items that may be needed to look at via maintained items: Electrical, water, sewer, locations of sidewalks, fences, out buildings, structural.

**ACTION/RECOMMENDATION:** The group agrees that the town needs a code and some form of inspection. The key in all of this is the acceptable code and the need for INSPECTION. We need to have a code to look at before we make decisions on what to exempt, and what type of inspections and fees to enforce. The committee is recommending the 2012 IRC code to look at. Requested budget allows the committee to purchase the code.

Roundtable: Nothing from the members.

Robert made a motion to adjourn, Andy 2<sup>nd</sup>. All approved and the meeting adjourned at 9:15 PM.

## **ORDINANCE NUMBER 623**

AN ORDINANCE OF THE TOWN OF BASIN, BIG HORN COUNTY, WYOMING, SUPPLEMENTING SECTION 1 OF CHAPTER 2 OF TITLE 9 OF THE BASIN TOWN CODE BY ESTABLISHING WINTER AND SUMMER ELECTRIC SERVICE DATES.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BASIN, BIG HORN COUNTY, WYOMING:

**SECTION 1:** Section 1 of Chapter 2 of Title 9 of the Basin Town Code shall be and is hereby supplemented by adding the following subsection, to-wit (changes in **Bold**):

**P. Summer is defined as June 16 thru October 15. Winter is defined as October 16 thru June 15.**

**SECTION 2:** If any portion of this ordinance is held or found to be invalid, the remainder of the ordinance shall continue to be in full force and effect.

**SECTION 3:** All ordinances or parts of ordinances of the Town of Basin in conflict herewith are hereby repealed.

**SECTION 4:** This ordinance shall take effect and be in full force and effect on **May 16, 2013**, after having been published in the Basin Republican Rustler.

PASSED ON FIRST READING **MARCH 12, 2013.**

\_\_\_\_\_ ON SECOND READING **APRIL 9, 2013.**

\_\_\_\_\_ ON THIRD AND FINAL READING **MAY 14, 2013.**

**TOWN OF BASIN, WYOMING**  
A Municipal Corporation

By: \_\_\_\_\_  
**AMY KANIA - Mayor**

**ATTEST:**

\_\_\_\_\_  
**DANIELLE CHAPMAN - Town Clerk**

ORDINANCE NO 624

AN ORDINANCE PROVIDING FOR THE ANNUAL APPROPRIATIONS FOR THE TOWN OF BASIN, WYOMING, FOR THE FISCAL YEAR OF JULY 1, 2013, TO JUNE 30, 2014.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BASIN, WYOMING:

Section 1. That the following sums of money are hereby appropriated to defray the expense of the Town of Basin, Wyoming for the 12 month period beginning July 1, 2013 and ending June 30, 2014 to be funded by anticipated revenues and retained capital of the enterprise funds, capital projects fund, general fund, street projects fund and bond funds.

	RETAINED	ESTIMATED	
<u>FUND</u>	<u>CAPITAL</u>	<u>REVENUE</u>	<u>APPROPRIATIONS</u>
General Fund	161,592	616,304	653,167
Capital Projects Fund	634,204	188,743	321,028
Street Projects Fund	795,391	201,000	395,163
Electric Fund	184,484	2,007,982	2,013,937
Purified Water Fund	42,524	541,173	560,225
Raw Water Fund	-4,000	262,802	262,715
Sewer Fund	130,379	378,100	387,439
Garbage Fund	14,683	204,568	204,121
Mosquito Fund	13,034	18,640	18,540
Bonds Fund	33,747	36,200	35,000
Electric Replacement Fund	101,980	10,000	
Water Replacement Fund	93,573	4,000	
Water Tank Replacement Fund	80,444	20,000	
Raw Water Replacement Fund	119,901	7,600	
Sewer Replacement Fund	46,595	10,000	50,000
Sewer Lagoon Replacement Fund	200,110	35,000	
Garbage Replacement Fund	37,685	18,750	

Section 2. That the sum of \$70,000.00 in property taxes for operation and maintenance costs of the Town of Basin, Wyoming is deemed necessary and just.

Section 3. That the sum of \$ 29,000.00 for retirement of principal on general obligation bonds of the Town of Basin, Wyoming is deemed necessary and just.

- a. Raw Water bond Assessment # 1  
Principal \$ 29,000.00

Section 4. That the estimated revenues and cash on hand of the Capital Projects Fund of

the Town of Basin, Wyoming for the fiscal year ending June 30, 2014 are in the amount of \$822,947.00 and there is hereby appropriated out of said sums, not otherwise appropriated the following sum of money for the fiscal year beginning July 1, 2013 and ending June 30, 2014.

Capital Projects Fund \$321,028.00

FIRST READING: April 9, 2013

SECOND READING: \_\_\_\_\_

THIRD READING: \_\_\_\_\_

Upon a Motion by Councilman \_\_\_\_\_, seconded by  
Councilman \_\_\_\_\_,  
the foregoing Ordinance was adopted the 12<sup>th</sup> day of June, 2013.

ATTEST:

\_\_\_\_\_  
Amy Kania, Mayor

\_\_\_\_\_  
Danielle Chapman, Clerk/Treasurer

## **ORDINANCE NUMBER 619**

AN ORDINANCE REPEALING TITLE 11 OF THE TOWN CODE IN ITS ENTIRETY AND SUPPLEMENTING THE TOWN CODE BY ADDING THE FOLLOWING TITLE TO THE TOWN CODE AS TITLE 11 ZONING REGULATIONS.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BASIN, BIG HORN COUNTY, WYOMING:

**SECTION 1:** Title 11 of the Basin Town Code shall be repealed in its entirety.

**SECTION 2:** The Basin Town Code shall be supplemented by adding the following Title 11 Zoning Regulations, to-wit:

**SEE EXHIBIT "A" AS ATTACHED. (Available for Review at Town Hall.)**

**SECTION 3:** If any portion of this ordinance is held or found to be invalid, the remainder of the ordinance shall continue to be in full force and effect.

**SECTION 4:** All ordinances or parts of ordinances of the Town of Basin in conflict herewith are hereby repealed.

**SECTION 5:** This ordinance shall take effect and be in full force and effect on \_\_\_\_\_, after having been published in the Basin Republican Rustler.

PASSED ON FIRST READING \_\_\_\_\_.

PASSED ON SECOND READING \_\_\_\_\_.

PASSED, APPROVED AND ADOPTED ON THIRD AND FINAL READING \_\_\_\_\_.

**TOWN OF BASIN, WYOMING**  
A Municipal Corporation

By: \_\_\_\_\_  
**AMY KANIA - Mayor**

**ATTEST:**

\_\_\_\_\_  
**DANIELLE CHAPMAN - Town Clerk**

## **ORDINANCE NUMBER 625**

AN ORDINANCE SUPPLEMENTING THE TOWN CODE BY ADDING THE FOLLOWING APPEDICES TITLED DEFINITIONS

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BASIN, BIG HORN COUNTY, WYOMING:

**SECTION 1:** The Basin Town Code shall be supplemented by adding the following Appendices DEFINITIONS, to-wit:

**SEE EXHIBIT "B" AS ATTACHED. (Available for Review at Town Hall.)**

**SECTION 3:** If any portion of this ordinance is held or found to be invalid, the remainder of the ordinance shall continue to be in full force and effect.

**SECTION 4:** All ordinances or parts of ordinances of the Town of Basin in conflict herewith are hereby repealed.

**SECTION 5:** This ordinance shall take effect and be in full force and effect on \_\_\_\_\_, after having been published in the Basin Republican Rustler.

PASSED ON FIRST READING \_\_\_\_\_.

PASSED ON SECOND READING \_\_\_\_\_.

PASSED, APPROVED AND ADOPTED ON THIRD AND FINAL READING \_\_\_\_\_.

**TOWN OF BASIN, WYOMING**  
A Municipal Corporation

By: \_\_\_\_\_  
**AMY KANIA - Mayor**

**ATTEST:**

\_\_\_\_\_  
**DANIELLE CHAPMAN - Town Clerk**

**A RESOLUTION ADOPTING A LAND USE MATRIX IN ACCORDANCE  
WITH THE ZONING CODE**

**W I T N E S S E T H**

**WHEREAS**, the Town of Basin Council has adopted Zoning Codes by Ordinance; and

**WHEREAS**, the Town of Basin Council amends these codes by ordinance; and

**WHEREAS**, the Town of Basin Zoning Code references a Land Use Matrix to guide building, land use, conditional and interim uses permits; and

**WHEREAS**, the Land Use Matrix will be amended from time to time by recommendation of the Planning and Zoning Commission; and

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF  
THE TOWN OF BASIN;** Accept and Adopt the Land Use Matrix as of this date.

PASSED, APPROVED AND ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_ .

Attest:

\_\_\_\_\_  
(Name & Title) Amy Kania, Mayor

\_\_\_\_\_  
(Name & Title) Danielle Chapman, Town Clerk



**Land Use Matrix**

Adopted: \_\_\_\_\_

P = Permitted Use

C = Conditional Use

I = Interim Use

A = Allowed Without Permit

\*A blank means the use is prohibited and may not occur within the district

<b><u>Land Use</u></b>	<b>R</b>	<b>M R</b>	<b>R R</b>	<b>M U</b>	<b>D</b>	<b>C</b>	<b>R C</b>	<b>I L</b>	<b>I</b>
Accessory Uses & Structures	P	P	P	P	P	P	P	P	P
Adult Uses							I		
Agriculture			A						
Agricultural Buildings			P			P	P		P
Agricultural Implement Dlr							I		I
Agricultural Mill & Elevator							P		
Appliance Sales									
Animal, Domestic Farm 2ac +			A						
Animal, Domestic Farm <2ac			P						
Animal Hospital				P		P	P		
Animal Kennel, Breeding			P	P		P	P		
Animal Kennel, Boarding			P	P		P	P		
Animal Grooming			P	P		P	P		
Asphalt & Concrete Plant									
Athletic Complex				P		P			
Auto Body Shop				P		P	P		P
Auto Parts New				P	I	P	P		
Auto Repair				P	I	P	P		
Auto Salvage									P
Automotive Tow/Impound							P		P
Bank & Financial Institution				P	P	P			
Barber & Beauty Salon	C	C	C	P	P	P			
Bed & Breakfast	P	P	P	P	I	P			
Campgrounds			P	P		P			

[illegible]

<b><u>Land Use</u></b>	<b>R</b>	<b>M R</b>	<b>R R</b>	<b>M U</b>	<b>D</b>	<b>C</b>	<b>R C</b>	<b>I L</b>	<b>I</b>
Medical Clinic				P		P		I	
Metal Fabrication & Assembly									P
Mixed Use Mutli Family Residential		P							
Mixed Use Multi Family Residential and Commercial		P		P					
Mobile/Manufactured Home		P	P	P					
Modular Home	P	P	P	P					
Monument Works									P
Mortuary & Funeral Home				P	I	P	P		
Newspaper/Printing office				P	P	P			
Nursing Home								I	
Office, Business and/or Professional	C	C	C	P	P	P	P		
Parks	P	P	P	P	P	P		P	
Parking Garage, Public							P		
Passive Recreational Facilities	P	P	P	P	P	P			
Pharmacy				P	P	P			
Public Building				P	P	P	P	I	P
Public Utility Building (Major)						P	P		P
Public Utility Building (Minor)				I		P	P		P
PUD, Commercial				P		P	P		
PUD, Mixed Use				P					
PUD, Residential	P	P							
Recreational Facility		P	P	P		P			
Refuse, Service Facility							P		P
Refuse, Transfer Station							P		P
Religious Institution		P	P	P		P			
Residential, Single Family	P		P						
Residential, Duplex/Triplex/Quad		P		P					

<b><u>Land Use</u></b>	<b>R</b>	<b>M R</b>	<b>R R</b>	<b>M U</b>	<b>D</b>	<b>C</b>	<b>R C</b>	<b>I L</b>	<b>I</b>
Residential, Multiple Family		P		P					
Restaurant & Lounge				P	I	P			
Retail (General)				P	I	P			
Retail (Food Distribution)				P	I	P			
Riding Stables			I						
Sand/Gravel Storage							P		P
School		C	C	C		C		P	
Theater				P	P	P			
Trade Shop				P	I	P	P		
Transitional Housing			P						
Transportation Facility							P		P
Veterinary, Large Animal				P		P	P		
Veterinary, Small Animal				P	I	P	P		
Warehouse and Distribution							P		P
Vehicle Sales, New or Used				P		P	P		

March 18, 2013

To: Planning and Zoning Committee  
209 South 4<sup>th</sup> Street  
Basin, WY 82410

From: Tony & Beth Harrison  
PO Box 827  
208 S 8<sup>th</sup> Street  
Basin, WY 82410

RE: Becoming a State Certified Daycare and Learning Center.

Dear Planning and Zoning Committee,

I am applying for a variance with the Town of Basin. The Town of Basin has asked us to obtain permission from our neighbors before starting the daycare. There will be an increase in vehicle traffic and children in our neighborhood. I wanted to let you know so we can help keep the neighborhood safe as our children and parents come to and from the daycare.

The hours of operation will be Monday through Friday from 6:00 AM to 6:00 PM. We would like to be open by May 1<sup>st</sup> and part of the licensing process in obtaining zoning approval.

Beth and I are excited in pursuing this avenue since daycare is a concern in our community. I believe there are many people who would work if quality daycare is available in the community. By opening this daycare we are promoting economic development not only with the daycare, but allowing other people in the town to have a place for their precious children to attend why the parents are working.

If you have any questions feel free to contact me at 307 272 9072.

Thank you for your time.

Tony & Beth Harrison

2013 ANNUAL ASSESSMENT  
RENEWABLE ENERGY PORTFOLIO

CITY/TOWN/VILLAGE OF BASIN, WY

Please indicate your interest in purchasing renewable energy from long-term MEAN resources by completing the following form and returning it by **May 1, 2013** via fax or email to Carol Brehm at (402) 474-0473 or cbrehm@nmppenergy.org.

---

The MEAN Participant wishes to attain a total goal of 1% of all energy requirements. The Participant acknowledges that purchases will be subject to execution of a written agreement with MEAN. (This % would include existing purchases, if applicable.)

Please indicate interest in renewables noted below:

- ☐ Landfill/Methane Gas – \_\_\_\_\_%
- ☐ Solar – \_\_\_\_\_%
- ☐ Wind – \_\_\_\_\_%
- ☐ Other \_\_\_\_\_ – \_\_\_\_\_%

- ☐ As a Participant of MEAN, the city/town/village of \_\_\_\_\_ wishes to maintain its current percentage of renewable energy and postpone stated future goals, if applicable.

---

For «City\_Town\_Village»/Town/Village of Basin, WY

Printed name Amy Kania

Title Mayor

Date \_\_\_\_\_

---

Please return by **May 1, 2013** via fax or email to Carol Brehm: (402) 474-0473;  
cbrehm@nmppenergy.org



WYOMING  
ASSOCIATION  
OF MUNICIPALITIES

315 West 27 Street  
Cheyenne, WY 82001  
Phone (307) 632-0398  
FAX (307) 632-1942  
email: [gnewman@wyomuni.org](mailto:gnewman@wyomuni.org)

March 13, 2013

RE: Wyoming Association of Municipalities  
Teen Delegate Representation at the WAM Convention, Riverton June 12-15, 2013

Dear Mayor:

One of these days, and sooner than you may think, the youth of today are going to be tomorrow's leaders. Many teens today are looking for a way to be *meaningfully* involved in their city and town, and as a community leader, you may be looking for ways to make that positive engagement happen.

We would highly encourage you to actively engage the young people in your community to become involved in representative government at the local level. Concerted efforts to encourage teen participation can help municipal leaders make better decisions and wiser public investments. Teens are the foremost experts on their experiences, needs and interactions with other segments of the community, and involving them in local decision-making taps this important knowledge base.

WAM looks to you and your council in identifying potential teen delegates for the annual WAM convention in Riverton June 12-15, 2013. Teen attendance is by **invitation only**, extended by a municipal official in the teen's hometown. We encourage you to bring teen delegates (ages 13-18) to the convention to help us implement the belief that ***youth are key players in the community and should be nurtured and engaged as partners***. WAM develops programming specifically geared to teen delegates Thursday and Friday and our expectations are that the teen delegates you select have:

- ✓ an interest in local government
- ✓ a desire to participate with other teens around Wyoming and
- ✓ a willingness to learn from one another and from speakers

We recruit speakers specifically for the teens and their interests and concerns, and this is an opportunity for teens to bring back ideas on improving their home town and hopefully how those ideas can be implemented. Just like other elected officials or municipal staff members at convention, teen delegates should report back to the city/town council some of the ideas they took from convention and what they learned from the experience.

Teen participation at this conference is intended to enable teen delegates, accompanied and supervised by municipal officials or chaperones, to interact with one another and with local elected

# WYOMING ASSOCIATION OF MUNICIPALITIES TEEN DELEGATE INFORMATION

Are you interested in:

- Learning more about civic participation and leadership?
- Learning about program ideas and strategies you can share in your school?
- Meeting youth and local elected officials from different regions of the state?
- Participating in discussions on how to create and sustain meaningful youth participation in your community?



Then the 2013 Wyoming Association of Municipalities Annual Convention is for you!

Following the lead of the National League of Cities, the Wyoming Association of Municipalities goal is to implement the belief that teens are key players in the community and should be nurtured and engaged as partners.

Attendance as a delegate from your community will provide you with the opportunity to actively interact with city and town officials and to learn how you can help make a difference in shaping the future of your community.

The annual WAM Convention in Riverton, WY will be held June 12-15, 2013. Teen delegate activities will include workshops, keynote speakers and outdoor recreation. Teen delegates usually travel to the host city Wednesday in time to attend the Welcoming Reception—this year it's at the Reach Foundation and at the Wind River Casino in Riverton. Teens are not allowed on the casino gaming floor but are invited to see Native American Dancers perform and view the "experience" room. Thursday morning teens will participate in a service project and after lunch are various educational sessions. Thursday evening join delegates at the Exhibit Hall reception at the Riverton High School. Friday will again be a half day of workshop sessions geared especially with you in mind, and an afternoon disc golf game.

Your attendance is by invitation only from a municipal official in your hometown. If you are interested in this opportunity, please talk to your local mayor or a council member about sponsoring your participation at the convention. A registration form is attached and must be returned to the WAM office.

The registration fee is \$85, payable by your local government. All students groups must have an adult chaperone responsible for coordinating accommodations for teen delegates.

We look forward to your participation in WAM's Annual Convention in Riverton  
June 12-15, 2013!



# 2013 WAM Annual Convention

## Riverton, WY June 12-15, 2013

### Teen Delegate Registration & Waiver

I am a (*circle one*)                      Teen delegate                      Chaperone  
Name: \_\_\_\_\_  
Home Mailing address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Email address & phone number: \_\_\_\_\_  
Age: \_\_\_\_\_ Sex: M \_\_\_\_\_ F \_\_\_\_\_

Elected official recommending me: \_\_\_\_\_  
City or Town: \_\_\_\_\_  
Phone: \_\_\_\_\_

*By signing and returning this registration form, I consent to the use of my likeness and image by the Wyoming Association of Municipalities for its general use and purposes.*

#### REGISTRATION FEES (*circle either Delegate or Chaperone*)

\$85 Teen Delegate                      \$85 Chaperone (adult)                      *by May 17, 2013*

\$115 Teen Delegate                      \$115 Chaperone (adult)                      *beginning May 18, 2013*  
*(ages 13-18, chaperone required. The reduced teen chaperone registration is not applicable to elected officials, but elected officials may register as delegates and serve as a chaperone)*

*Cancellations must be received in writing by 5pm May 31, 2013. Refunds after that date cannot be guaranteed, but we are glad to transfer your registration to another individual.*

Check payment for registration is enclosed \_\_\_\_\_

Bill to: \_\_\_\_\_

Each teen participant/chaperone must complete a separate registration form. To submit all registration fees on one check, please send in all registration forms with payment made to WAM. *Return this form and registration fees to WAM, 315 West 27 Street, Cheyenne, WY 82001 or fax to 307.632.1942.*

#### PARENTAL/GUARDIAN CONSENT FORM—MUST BE COMPLETED & SIGNED

I give \_\_\_\_\_ permission to travel to and from the 2013 Wyoming Association of Municipalities (WAM) Annual Convention in Riverton, WY with \_\_\_\_\_ as a chaperone, stay in the designated lodging, and attend the convention events/activities scheduled for June 12-15, 2013. I understand and accept that WAM is not responsible for supervising the teen participants during his/her stay or during his/her travels prior to and after the convention. The sponsoring municipality and adult chaperone assume all responsibility for the teen participant.

\_\_\_\_\_  
Parent/Guardian Name Signature

\_\_\_\_\_  
Parent/Guardian Name (printed)

Emergency phone number: \_\_\_\_\_

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Adult Chaperone's Full Name

\_\_\_\_\_  
Chaperone emergency phone number:



WYOMING  
ASSOCIATION  
OF MUNICIPALITIES

315 West 27<sup>th</sup> Street  
Cheyenne, WY 82001  
Phone (307) 632-0398  
FAX (307) 632-1942  
email: [wam@wyomuni.org](mailto:wam@wyomuni.org)

## MEMORANDUM

TO: **All Mayors**

FROM: Ginger Newman, Director of Communications and Training

SUBJECT: **Voting Delegates for the 2013 WAM Convention**

DATE: March 29, 2013

We are requesting that your municipality's governing body appoint its **OFFICIAL VOTING DELEGATE** and **alternate** to WAM's Annual Convention Business Meeting, held Saturday, June 15, 2013 in Riverton. **Any** individual member of the association is entitled to speak during the annual business meeting. However when a vote is taken on any action the official voting delegate, or the alternate, is the **only one allowed to vote** for the city or town. Any elected or appointed official/staff may be designated by the city/town as its official voting delegate.

**Please complete the attached form and mail/fax it to WAM by Friday, May 24.** We appreciate your cooperation and prompt action on this matter to insure that each municipality is represented by a person who has been duly authorized by your governing body to take an active role in the business meeting.

If you find your official delegate is not able to attend the convention at the last moment, you may re-appoint someone else. In order for this change to be accepted we do need the change **in writing**. You may send/fax it to the WAM office by Friday, June 7 or your voting delegate may bring the written change/authorization to convention and submit it to the WAM registration desk **by Friday, June 14 before 12:00n. After that time, changes will not be accepted.**

Please contact us with any questions.

Ensure YOUR community has a VOICE and a VOTE at the annual business meeting!

**WYOMING ASSOCIATION OF MUNICIPALITIES  
2013 WAM ANNUAL CONVENTION  
OFFICIAL VOTING DELEGATE FORM**

The following person has been selected as the **Official Voting Delegate** for the 2013 WAM Convention Business Meeting in Riverton, Saturday, June 15, 2013.

City/Town: Town of Basin

Name: Amy Kania

Title: Mayor

Alternate Delegate will be: \_\_\_\_\_

Title: \_\_\_\_\_

Date Approved by the City/Town Council: \_\_\_\_\_

Attest: \_\_\_\_\_ (City/Town Clerk)

**PLEASE MAIL/FAX TO WAM NO LATER THAN MAY 24, 2013**

315 West 27 Street, Cheyenne, WY 82001

Phone (307) 632-0398, Fax (307) 632-1942 or

Email to Earla Checchi at: [checchi@wyomuni.org](mailto:checchi@wyomuni.org)

# BUILDING PERMIT APPLICATION

JURISDICTION OF TOWN OF BASIN, WYOMING

Phone 568-3331

PERMIT NO.


Applicant to complete numbered spaces only.

JOB ADDRESS <b>458 N. 6th</b>							
1	DESC	LOT NO	BLK	TRACT	( <input type="checkbox"/> SEE ATTACHED SHEET)		
2	OWNER <b>Mary E Brown</b>	MAIL ADDRESS <b>PO Box 1078</b>			ZIP <b>82410</b>	PHONE <b>568-2254</b>	
3	CONTRACTOR <b>Self / Contractor not picked yet</b>	MAIL ADDRESS			PHONE		
4	ARCHITECT OR DESIGNER	MAIL ADDRESS			PHONE		
5	ENGINEER	MAIL ADDRESS			PHONE		
6	BUILDING SET-BACKS	FRONT (20 Ft. Min.)	SIDE (5 Ft. Min.)	SIDE (5 Ft. Min.)	REAR (5 Ft. Min.)	BUILDING DIMENSION	LENGTH WIDTH
7	Basement:	Yes No	Foundation:	Conc. Block	Roof:	Comp. Builtup	
8	Class of work: <input type="checkbox"/> NEW <input type="checkbox"/> ADDITION <input type="checkbox"/> ALTERATION <input type="checkbox"/> REPAIR <input type="checkbox"/> MOVE <input type="checkbox"/> REMOVE <input type="checkbox"/> FENCE						
9	Use of Building: <b>Screened in Porch</b>						
10	Describe work: <b>Build a screened porch off back of house. Pour an 8'x30' cement slab, 4" thick. Walls to be 3' high with screen above. Windows on North side. Shed type roof from existing roof. Repair and put in new sidewalks in back. Put new siding + gutters on house (by Contractor) Put new siding on Garage (by owner) Repair garage, Repair and construct new fence in back. Replace windows</b>						
11	Valuation of work: \$ <b>20,000</b>						

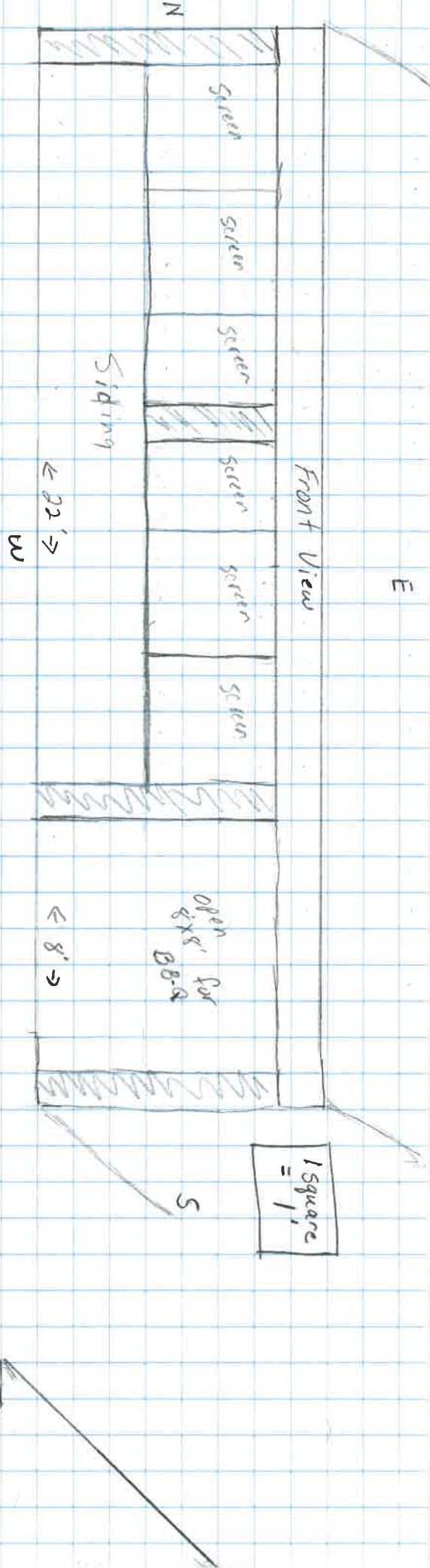
## REMARKS AND SPECIAL CONDITIONS:

**Will need town to disconnect power to house while siding is put up in the area**

PLEASE ATTACH PLANS AND SPECIFICATIONS FOR PERMANENT RECORD OF CONSTRUCTION

		PLANS CHECKED BY:		PERMIT FEE:	
<b>AGREEMENT:</b>  This permit becomes null and void if work or construction authorized is not commenced within 120 days, or if construction or work is suspended or abandoned for a period of 365 days at any time after work is commenced.  The undersigned hereby agrees that the proposed work shall be done in accordance with the plans and specifications and statement herewith submitted and in conformity with the provisions of the city ordinances pertaining to the erection of buildings in the Town of Basin, Wyoming. Demolition work to be completed in 30 days unless otherwise noted under remarks.   APPLICANT (DATE)  BUILDING OFFICIAL (DATE)		TYPE OF CONST	OCCUPANCY GROUP	DIVISION	
		SIZE OF BLDG SQ. FT.	NO. OF STORIES	MAXIMUM OCCUPANCY	
		FIRE ZONE	USE ZONE	FIRE SPRINKLERS REQUIRED <input type="checkbox"/> Yes <input type="checkbox"/> No	
		NO. OF DWELLING UNITS	OFF STREET PARKING SPACES		
			REQUIRED	FURNISHED	
		GARAGE	ATTACHED <input type="checkbox"/> DETACHED <input type="checkbox"/>	DOUBLE <input type="checkbox"/> SINGLE <input type="checkbox"/>	
		FOOTING	DATE		
		FRAMING	DATE		
FINISH	DATE				
FINAL	DATE				

When Properly Validated (in this space) This Is Your Permit

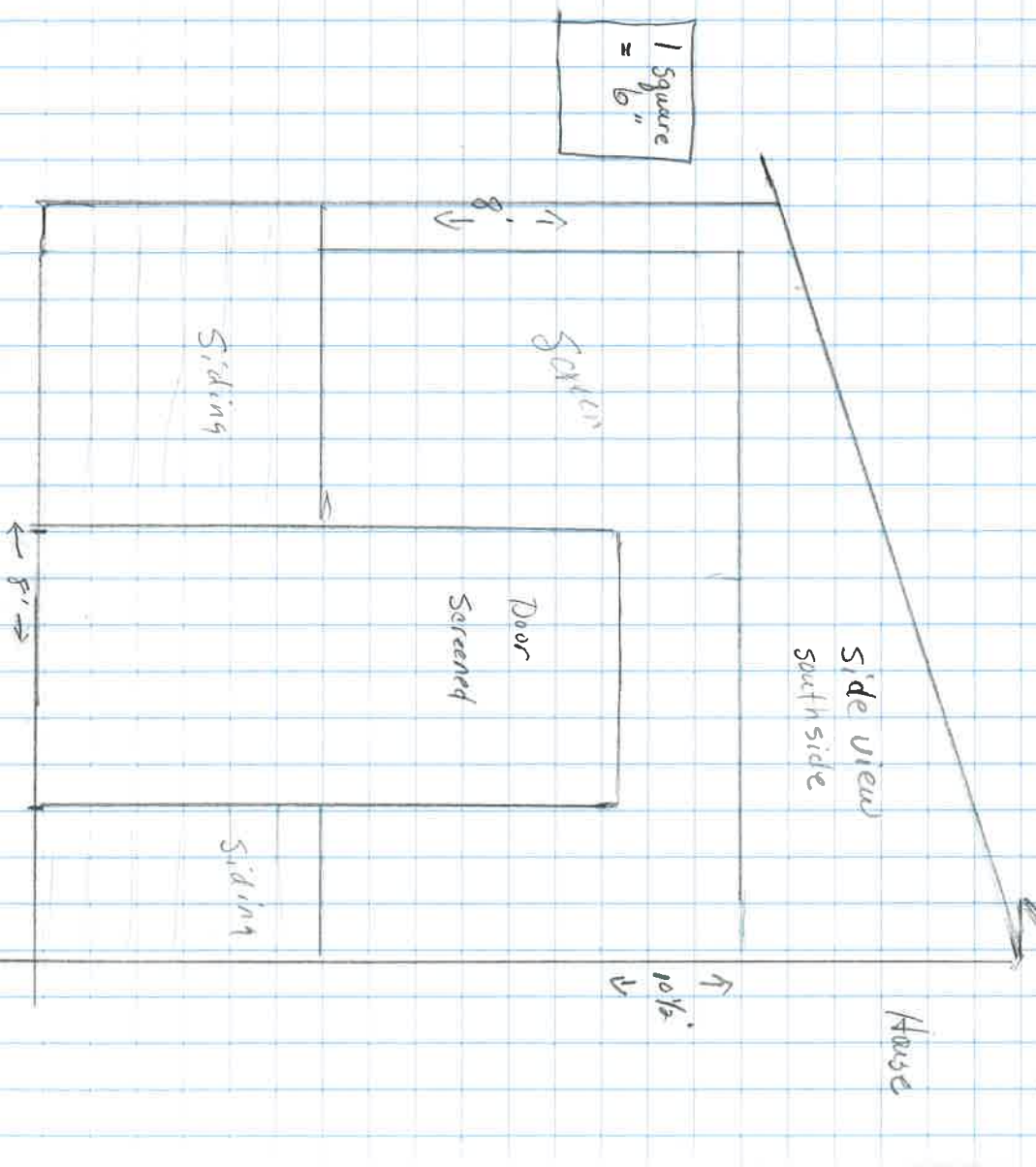


Roof and cement slab full 30'

Screened Porch 22' with door on S,

Some variation in screening

North side like South except  
it will have windows and no  
door,







# BUILDING PERMIT APPLICATION

JURISDICTION OF TOWN OF BASIN, WYOMING

Phone 568-3331

Applicant to complete numbered spaces only.

PERMIT NO.

JOB ADDRESS <b>460 N. 7th Basin WY</b>										
1	DESC	LOT NO	BLK	TRACT	(SEE ATTACHED SHEET)					
2	OWNER	MAIL ADDRESS			ZIP	PHONE				
3	CONTRACTOR	MAIL ADDRESS			PHONE					
4	ARCHITECT OR DESIGNER	MAIL ADDRESS			PHONE					
5	ENGINEER	MAIL ADDRESS			PHONE					
6	BUILDING SET-BACKS	FRONT (20 Ft. Min.)	SIDE (5 Ft. Min.)	SIDE (5 Ft. Min.)	REAR (5 Ft. Min.)	BUILDING DIMENSION	LENGTH <b>60'</b>	WIDTH <b>32'</b>		
7	Basement: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Foundation: <input checked="" type="checkbox"/> Conc. Block Roof: <input checked="" type="checkbox"/> Comp. Builtup									
8	Class of work: <input type="checkbox"/> NEW <input type="checkbox"/> ADDITION <input checked="" type="checkbox"/> ALTERATION <input checked="" type="checkbox"/> REPAIR <input type="checkbox"/> MOVE <input type="checkbox"/> REMOVE <input checked="" type="checkbox"/> FENCE									
9	Use of Building: <b>Residence</b>									
10	Describe work: <b>Finish Addition, siding, Alter main bath to include laundry Room, Add 2 baths, 2 bedrooms, Fence south yard, replace windows, Flooring, Drywall, heating system, add lighting, fix roof, Remodel Kitchen</b>									
11	Valuation of work: \$ <b>35,000</b>   <b>update electrical, landscaping, finish Patio</b>									
REMARKS AND SPECIAL CONDITIONS:										
PLEASE ATTACH PLANS AND SPECIFICATIONS FOR PERMANENT RECORD OF CONSTRUCTION										
AGREEMENT:					PLANS CHECKED BY:		PERMIT FEE:			
<p>This permit becomes null and void if work or construction authorized is not commenced within 120 days, or if construction or work is suspended or abandoned for a period of 365 days at any time after work is commenced.</p> <p>The undersigned hereby agrees that the proposed work shall be done in accordance with the plans and specifications and statement herewith submitted and in conformity with the provisions of the city ordinances pertaining to the erection of buildings in the Town of Basin, Wyoming. Demolition work to be completed in 30 days unless otherwise noted under remarks.</p> <p> <b>APPLICANT</b> <b>3/27/13</b> (DATE)</p> <p> <b>BUILDING OFFICIAL</b> <b>3/28/13</b> (DATE)</p>					TYPE OF CONST		OCCUPANCY GROUP		DIVISION	
					SIZE OF BLDG SQ. FT.		NO. OF STORIES		MAXIMUM OCCUPANCY	
					FIRE ZONE		USE ZONE		FIRE SPRINKLERS REQUIRED <input type="checkbox"/> Yes <input type="checkbox"/> No	
					NO. OF DWELLING UNITS		REQUIRED		OFF STREET PARKING SPACES FURNISHED	
					GARAGE		ATTACHED <input type="checkbox"/> DETACHED <input type="checkbox"/>		DOUBLE <input type="checkbox"/> SINGLE <input type="checkbox"/>	
					FOOTING		DATE			
FRAMING		DATE								
FINISH		DATE								
FINAL		DATE								
When Properly Validated (in this space) This Is Your Permit										

# BUILDING PERMIT APPLICATION

JURISDICTION OF TOWN OF BASIN, WYOMING

Phone 568-3331

PERMIT NO.

Applicant to complete numbered spaces only.

JOB ADDRESS 401 WEST C STREET										
1	DESC	LOT NO	BLK	TRACT	( ) SEE ATTACHED SHEET					
2	OWNER	MAIL ADDRESS			ZIP	PHONE				
3	CONTRACTOR	MAIL ADDRESS			PHONE					
4	ARCHITECT OR DESIGNER	MAIL ADDRESS			PHONE					
5	ENGINEER	MAIL ADDRESS			PHONE					
6	BUILDING SET BACKS	FRONT (20 Ft. Min.)	SIDE (5 Ft. Min.)	SIDE (5 Ft. Min.)	REAR (5 Ft. Min.)	BUILDING DIMENSION	LENGTH	WIDTH		
7	Basement:	Yes <u>No</u>	Foundation:	Conc. Block	Roof:	Comp. Buildup				
8	Class of work: <input type="checkbox"/> NEW <input type="checkbox"/> ADDITION <input type="checkbox"/> ALTERATION <input checked="" type="checkbox"/> REPAIR <input type="checkbox"/> MOVE <input type="checkbox"/> REMOVE <input type="checkbox"/> FENCE									
9	Use of Building: SEARCH + RESCUE									
10	Describe work: REMOVE EXISTING FIBERGLASS PANELS, INSTALL NEW WINDOWS + DOOR, PLYWOOD, INSULATION, STEEL SIDING									
11	Valuation of work: \$ 6500.00									
REMARKS AND SPECIAL CONDITIONS:										
PLEASE ATTACH PLANS AND SPECIFICATIONS FOR PERMANENT RECORD OF CONSTRUCTION										
AGREEMENT:					PLANS CHECKED BY:		PERMIT FEE:			
<p>This permit becomes null and void if work or construction authorized is not commenced within 120 days, or if construction or work is suspended or abandoned for a period of 365 days at any time after work is commenced.</p> <p>The undersigned hereby agrees that the proposed work shall be done in accordance with the plans and specifications and statement herewith submitted and in conformity with the provisions of the city ordinances pertaining to the erection of buildings in the Town of Basin, Wyoming. Demolition work to be completed in 30 days unless otherwise noted under remarks.</p> <p><i>[Signature]</i> 3/13/2013 APPLICANT (DATE)</p> <p><i>[Signature]</i> 3/14/13 BUILDING OFFICIAL (DATE)</p>					TYPE OF CONST		OCCUPANCY GROUP		DIVISION	
					SIZE OF BLDG. SQ. FT.		NO. OF STORIES		MAXIMUM OCCUPANCY	
					FIRE ZONE		USE ZONE		FIRE SPRINKLERS REQUIRED <input type="checkbox"/> Yes <input type="checkbox"/> No	
					NO. OF DWELLING UNITS		OFF STREET PARKING SPACES REQUIRED		FURNISHED	
					GARAGE		ATTACHED <input type="checkbox"/> DETACHED <input type="checkbox"/>		DOUBLE <input type="checkbox"/> SINGLE <input type="checkbox"/>	
					FOOTING		DATE			
					FRAMING		DATE			
					FINISH		DATE			
FINAL		DATE								
When Properly Validated (in this space) This Is Your Permit										

# BUILDING PERMIT APPLICATION

JURISDICTION OF TOWN OF BASIN, WYOMING

Phone 568-3331

PERMIT NO.

Applicant to complete numbered spaces only.

JOB ADDRESS 655 N. 8th							
1	DESC	LOT NO 10, 11, 12	BLK 27	TRACT Collins Add.	( ) SEE ATTACHED SHEET		
2	OWNER	MAIL ADDRESS Brian Bailey Box 565		ZIP 82410	PHONE 431-4287		
3	CONTRACTOR	MAIL ADDRESS		PHONE			
4	ARCHITECT OR DESIGNER	MAIL ADDRESS		PHONE			
5	ENGINEER	MAIL ADDRESS		PHONE			
6	BUILDING SET BACKS	FRONT (20 Ft. Min.)	SIDE (5 Ft. Min.)	SIDE (5 Ft. Min.)	REAR (5 Ft. Min.)	BUILDING DIMENSION	LENGTH WIDTH
7	Basement:	Yes No	Foundation:	Conc. Block	Roof:	Comp. Builtup	
8	Class of work: <input type="checkbox"/> NEW <input type="checkbox"/> ADDITION <input type="checkbox"/> ALTERATION <input type="checkbox"/> REPAIR <input type="checkbox"/> MOVE <input type="checkbox"/> REMOVE <input checked="" type="checkbox"/> FENCE						
9	Use of Building:						
10	Describe work: Will build a fence along the East property line adjacent to ally.						
11	Valuation of work: \$ 300.00						

## REMARKS AND SPECIAL CONDITIONS:

City dumpsters might be in line of proposed fence and need to be relocated.

## PLEASE ATTACH PLANS AND SPECIFICATIONS FOR PERMANENT RECORD OF CONSTRUCTION

AGREEMENT:		PLANS CHECKED BY:		PERMIT FEE:	
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		SIZE OF BLDG SQ. FT.	NO. OF STORIES	MAXIMUM OCCUPANCY	
		FIRE ZONE	USE ZONE	FIRE SPRINKLERS REQUIRED <input type="checkbox"/> Yes <input type="checkbox"/> No	
		NO. OF DWELLING UNITS	REQUIRED	OFF STREET PARKING SPACES FURNISHED	
		GARAGE	ATTACHED <input type="checkbox"/> DETACHED <input type="checkbox"/>	DOUBLE <input type="checkbox"/> SINGLE <input type="checkbox"/>	
		FOOTING	DATE		
		FRAMING	DATE		
		FINISH	DATE		
FINAL	DATE				

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# BUILDING PERMIT APPLICATION

JURISDICTION OF TOWN OF BASIN, WYOMING

Phone 568-3331

Applicant to complete numbered spaces only.

PERMIT NO.

OWNER  
JOB ADDRESS

JOB ADDRESS		907 S. 6TH ST., BASIN					
1	DESC	LOT NO	BLK	TRACT	( ) SEE ATTACHED SHEET		
		8 & S 1/2 of 9	1	ASI Addition			
OWNER		MAIL ADDRESS			ZIP	PHONE	
2	STANLEY C. CROSSLEY,		PO Box 898, BASIN, WY		82410	307-568-2075	
CONTRACTOR		MAIL ADDRESS			PHONE		
3	Self						
ARCHITECT OR DESIGNER		MAIL ADDRESS			PHONE		
4							
ENGINEER		MAIL ADDRESS			PHONE		
5							
6	BUILDING SET-BACKS	FRONT (20 Ft. Min.)	SIDE N- 45' (5 Ft. Min.)	SIDE S- 15' (5 Ft. Min.)	REAR 5 1/2 ft. (5 Ft. Min.)	BUILDING DIMENSION	LENGTH 15' WIDTH 8'
7 Basement:		Yes No	Foundation:	Conc. Block	Roof:	Comp. Builtup	
8 Class of work:		<input checked="" type="checkbox"/> NEW <input type="checkbox"/> ADDITION <input type="checkbox"/> ALTERATION <input type="checkbox"/> REPAIR <input type="checkbox"/> MOVE <input type="checkbox"/> REMOVE <input type="checkbox"/> FENCE					
9 Use of Building:		Storage					
10 Describe work:		Portable Storage Shed (Kit) HDPE plastic ± 8 Ft. High					
11 Valuation of work:		\$ +/- 1,900.00					

REMARKS AND SPECIAL CONDITIONS:

PLEASE ATTACH PLANS AND SPECIFICATIONS FOR PERMANENT RECORD OF CONSTRUCTION

AGREEMENT:		PLANS CHECKED BY:		PERMIT FEE:	
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		SIZE OF BLDG SQ. FT.	NO. OF STORIES	MAXIMUM OCCUPANCY	
		FIRE ZONE	USE ZONE	FIRE SPRINKLERS REQUIRED <input type="checkbox"/> Yes <input type="checkbox"/> No	
		NO. OF DWELLING UNITS	REQUIRED	OFF STREET PARKING SPACES FURNISHED	
		GARAGE	ATTACHED <input type="checkbox"/> DETACHED <input type="checkbox"/>	DOUBLE <input type="checkbox"/> SINGLE <input type="checkbox"/>	
		FOOTING	DATE		
		FRAMING	DATE		
		FINISH	DATE		
FINAL	DATE				

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**MONTHLY DEPARTMENT SUMMARY REPORT**

**MONTH: March 29, 2013**

**Department: Water/Raw Water/Sewer**  
**Prepared By: Mike Dellos**

**SUMMARY REPORT**

Got pricing for Raw Water communication system  
Fixed water break on 6<sup>th</sup> street  
Had trouble with plc at well site / fixed the problem  
Normal everyday tasks

**SUMMARY OF EXPENSES PRIOR MONTH**

Inter-Mountain labs- \$530.00  
**Waterworks for meters- \$ 650.00**

**FISCAL IMPACT TO BUDGET**

Normal impact

**SUMMARY OF EXPENSES CURRENT MONTH**

Inter-Mountain Labs- \$190.00-500.00- Sewer Lagoon Testing  
Northwest Pipe- \$860.00 -Water Parts  
**Energy Labs- \$60.00 -CCR Report**  
**Waterworks- \$161.00- Meter Parts for sewer lagoon**

**FISCAL IMPACT TO BUDGET**

Items purchased are within the budget

**ONGOING PROJECT(S)**

None

**PLANNED or PROPOSED PROJECT(S)**

**Raw Water Communication Replacement**

**ATTACHMENTS**

1.

**AGENDA & SUMMARY REPORT SUBMITTED TO:**

1. Who on what date Amy Kania on March 29, 2013