



Glenrock Town Council Meeting AGENDA

August 12, 2024 – 5:30PM

- I. WELCOME / PLEDGE**
- II. CALL TO ORDER – ATTENDANCE**
- III. ADDITIONS / DELETIONS**
- IV. APPROVAL OF MINUTES**
April 22, 2024 Council Meeting
April 24, 2024 Budget Work Session
- V. REPORTS**
- VI. ITEMS FROM THE FLOOR**
- VII. OLD BUSINESS**
- VIII. NEW BUSINESS**
24-hour Malt Beverage Permit – Bobbi’s Classic Diner
Resolution 2024-13: Sage Park Subdivision
Resolution 2024-14: Designated Signer
Ordinance 748 – Tiny Homes and ADU’s – First Reading
- IX. BILLS & CLAIMS**
- X. ADJOURNMENT**

Unapproved Minutes
Town Council Meeting
Glenrock Town Hall
July 22, 2024

Public meeting was opened at 5:30 PM for the new Restaurant Liquor License for Bobbi's Classic Motel & Diner. There was no public comment and the hearing was closed at 5:30 PM. The public hearing for all liquor license renewals was opened at 5:31 PM. It was closed at 5:32 PM.

Mayor Roumell called the council meeting to order at 5:32PM and led the Pledge of Allegiance. All elected officials were in attendance.

ADDITIONS/DELETIONS: None.

APPROVAL OF MINUTES: It was noted that the Work Session minutes needed to be corrected, removing Amy Iberlin's name. CP Nunn moved to approve all minutes, with correction; seconded by CP Kincaid. All ayes – MOTION CARRIED.

OLD BUSINESS:

None.

NEW BUSINESS:

Restaurant Liquor License Application – Bobbi's Classic Diner & Motel: CP Kincaid moved to approve the application; seconded by CP Nunn. All ayes – MOTION CARRIED.

Liquor License Renewals for all licensees: CP Nunn moved to approve the Liquor License Renewals; seconded by CP Colling. All ayes – MOTION CARRIED.

Open Container Permit – Sheepherder's Rendezvous: CP Moulton moved to approve the Open Container Permit; seconded by CP Kincaid. All ayes – MOTION CARRIED.

BILLS & CLAIMS: Bills/Claims Approved July 22, 2024: Orkin Pest Control 232.00; Valli Information Systems 781.11; AT&T 2,066.29; Transunion Risk 150.00; Black Hills Energy 669.93; Rocky Mountain Power 15,007.64; CEPI 79,504.15; Uline 1,188.70; Heritage Landscape Supply 1,407.42; Judi Colling 68.86; CEM Sales 1,377.96; Brent Phillips 2,785.00; Ferguson Waterworks 524.61; Century Link 214.50; Great America Financial 83.00; Energy Laboratories 172.00; Adam Hooks 1,000.00; Savvy 2,000.00; Susie Major 3,000.00; Pepsi Cola Casper 108.00; Glenrock Health Center 150.00; Glenrock Hardware Hank 610.21; Staples 69.99; Home Depot Credit 610.47; NAPA 674.17; Coca Cola Bottling 35.00; Professional Dispatch 885.00; Renegade Off Road 168.09; Crossroads Vet Services 30.00; Greiner Collision Center 15,048.87; 5 Aces Printing 1,708.50; Sherwin Williams 333.47; AlSCO 117.77; Pollard Water 28.10; Russell Industries 63.07; Homax 2,704.46; Salt Lake Wholesale Sports 1,306.05; Warm Property Insurance Pool 69,095.47; Atlas Premier Service 320.91; Glenrock Super Foods 20.44; Mountain Top Services 1,470.00; Mid-American Research Chemical 305.24; One Call of Wyoming 117.75; Converse County EMA 565.40; Wyoming Machinery 62,824.87; Ability Customs Brokers 250.00; Hawkins 3,275.35; Amazon Capital Services 1,269.24; Converse County Bank/Visa 11,302.88; Jeff Ehrenhart 400.00; Vyve 973.52; Municipal Treatment

Equipment 3,953.42; Verizon 785.93. 53 claims totaling \$293,784.81. CP Nunn moved to approve bills & claims; seconded by CP Moulton. All ayes – MOTION CARRIED.

At 6:02PM, CP Moulton moved to adjourn the meeting; seconded by CP Kincaid. All ayes – MOTION CARRIED.

ADJOURNMENT: 6:02PM.

Bruce Roumell, Mayor

ATTEST:

Tammy Taylor, Town Clerk

Town of Glenrock
Work Session Minutes
August 5, 2024
Glenrock Town Hall

PRESENT:

Mayor Roumell
CP Nunn
CP-Judi Colling
CP Kincaid

CP Moulton
Lyle Hunt
Clerk Taylor
Chief Felton

At 5:00PM, work session began.

Council discussed tree grant and façade grants.

Sue Dills attended and brought up RV's.

Next work session set for September 15, 2024 at 5:00 p.m.

ADJOURNMENT: 6:15PM

Bruce Roumell, Mayor

Tammy Taylor, Clerk

APPLICATION FOR 24 HR MALT BEVERAGE/CATERING PERMIT

Licensing Authority: Bobbi's Classic Diner + Motel, LLC

Name of Event: Glenrock Derby

Permit From: 9 128124 To: 9 129124 Local Permit Number: _____

Number of Days Permitted: 1 Fee per day: _____ Total Fee: \$50-

Applicant: Bobbi's Classic Diner + Motel, LLC D/B/A: Bobbi's Classic Diner

Contact Person: Bobbi Collins Phone: (307) 333-3373

Company Location: 201 S. 4th St. City: Glenrock State: WY Zip: 82637

Mailing Address: PO Box 1801 City: Glenrock State: WY Zip: 82637

Business Phone: 307-462-4530 Residence Phone: 307-333-3373

Location of Sales: South Rec

Applicants that are receiving anything of value (i.e. money, goods and/or services) from any industry representative must answer the following:

As an applicant for a 24 hour malt beverage or catering permit, are you:

A nonprofit corporation organized under the laws of this state; YES NO

Qualified as a tax exempt organization under the Internal Revenue Code; YES NO

And have been in continuous operation for not less than two (2) years. YES NO

FILING AS (CHOOSE ONLY ONE)

INDIVIDUAL PARTNERSHIP CORPORATION LLC LLP

NOTE: Individual and Partnership filers must be domiciled residents of Wyoming for at least one year and not claimed residence in any other state in the last twelve months.

If a corporation, LLC or LLP list the full names and residence address of all the officers and directors and of all shareholders owning jointly or severally ten percent (10%) or more of the stock of the corporation, LLC or LLP. Use back of form if additional space is needed.

For Corp, LLC, LLP Applicants Legal Name	Date of Birth	DO NOT LIST PO BOXES Residence Address, Street, City, State & Zip	Residence Phone Number	No of years in corp or LLC	% of Stock Held	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
Bobbi Collins	4/28/82	27 Sage Hills Rd Glenrock, WY 82637	307-333-3373	less than one	100	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>

(If more information is required, complete in identical form, on a separate piece of paper and attach to this application.)

By filing this application, I agree to operate in Wyoming under the requirements of **W.S.12-4-502** and all other applicable Wyoming laws and rules, and to file required sales tax reporting documents and taxes.

By signing this application, I acknowledge for Bobbie's Classic Diner + Motel, LLC (Business Name) that all of the information provided is true and correct, and that I agree to meet the Wyoming operating conditions specified above. This application must be signed by an owner, partner, corporate officer or LLC/LLP member.

VERIFICATION OF APPLICATION

(Requires signatures by **ALL** Individuals, **ALL** Partners, **ONE (1)** LLC Member, **TWO (2)** Corporate Officers/Directors, or **TWO (2)** Club Officers.) W.S.12-4-102(b)

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

Dated this 25th day of July, 2024.

Bobbie
Applicant

Applicant

Signature of Licensing Authority Official

Title

 / /
Date

RESOLUTION NO. 2024-13

**A RESOLUTION APPROVING A PLAT OF THE SAGE PARK MAJOR
SUBDIVISION, A COUNTY SUBDIVISION, CONVERSE COUNTY,
WYOMING.**

WHEREAS, the Town of Glenrock has received a plat of the Sage Park Major Subdivision, a County Subdivision, Converse County, Wyoming;

WHEREAS, the proposed subdivision of land lies adjacent to the Town of Glenrock, and the Town of Glenrock is therefore required to give its approval to the proposed subdivision in accordance with the Wyoming State Statute, 34-12-103;

WHEREAS, the Glenrock Planning Commission recommended approval of said Subdivision at their August 6, 2024 meeting;

WHEREAS, there is no proposed connection of water or sewer to the municipal system;
and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Town of Glenrock that, pursuant to the requirements of the Wyoming State Statute, 34-12-103, the Glenrock Town Council grants approval of the proposed re-plat of the Sage Park Major Subdivision, Converse County, Wyoming.

PASSED AND APPROVED THIS 12th DAY OF AUGUST, 2024

ATTEST:

Bruce Roumell, Mayor

Tammy Taylor, Town Clerk

RESOLUTION 2024-14

A RESOLUTION APPROVING A DESIGNATED SIGNER IN THE ABSENCE OF MAYOR

WHEREAS, Mayor Roumell will be out of the state from August 14, 2024 – September 3, 2024; and

WHEREAS, the Town of Glenrock has business to be conducted during that time that will require a designated signer on behalf of the governing body; and

WHEREAS, the governing body

NOW, THEREFORE, BE IT RESOLVED, that Kelly Lewis is designated to sign on behalf of the governing body in the absence of Mayor Bruce Roumell.

PASSED, APPROVED AND ADOPTED this 12th day of August, 2024.

TOWN OF GLENROCK
A Municipal Corporation

Bruce Roumell, Mayor

ATTEST:

Tammy Taylor, Town Clerk

**TOWN OF GLENROCK
ORDINANCE 748**

AMENDMENT TO ZONING CODE

**AN ORDINANCE AMENDING GLENROCK TOWN CODE CHAPTER 31,
SECTIONS 31.01.040, 31.03.010, 31.03.050, 31.03.070, 31.03.090 AND 31.03.080.**

WHEREAS, the Governing Body of the Town of Glenrock wishes to address the issue of Tiny Homes and Accessory Dwelling Units within town limits;

NOW THEREFORE, be it ordained by the Council of the Town of Glenrock, in the State of Wyoming, as follows:

SECTION 1: **AMENDMENT** “31.01.040 Definitions” of the Town of Glenrock Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

31.01.040 Definitions

For the purpose of this ordinance, certain terms and words shall have the following definitions. Words used in the present tense shall also include the future. Words or phrases used in the plural shall also include the singular. The word “building” includes structure, and “structure” includes building. The word “person” shall include “corporation, partnership or other legal entity.”

Accessory Building – A subordinate use of building customarily incidental to and located on the same lot with the main use of building.

Accessory Use – Use which is incidental and subordinate to the principal use of the premises and does not change the basic character thereof.

Agriculture – The tilling of soil, the raising of crops, horticulture and gardening, dairying or animal husbandry, including all uses customarily incidental thereto, but not including any agriculture, industry or business such as fruit packing plants, fur farms, animal hospitals, commercial feed lots or similar uses for profit.

Alley – A dedicated public way, not less than 16 ft. in width, which is not designed for general travel and is used as a means of access to the rear of residences and business establishments and affords only secondary means of access to the property abutting along its length.

Alteration – A change or rearrangement in the structural parts, or in the existing facilities, or enlargement whether by extending on a side or by increasing in height or the moving from one

location or position to another.

Animal Hospital or Clinic – An establishment where animals are admitted principally for examination, treatment or care by a doctor of veterinary medicine. This shall include open kennels and runs.

Animal Shelter – A building or premises the purpose of which is the temporary quartering, impoundment, housing, confinement and/or care of animals, usually abandoned or unclaimed.

Apartment – A room or suite of rooms intended or designed for use as a residence, including kitchen facilities in an apartment house.

Apartment House – A building or portion thereof used or designed as a residence for three (3) or more families, households or groups of persons occupying separate apartments and living independently of each other.

Area of Special Hazard – The land in the flood plain within a community subject to a one percent (1%) chances of being equaled or exceeded in any given year.

Base Flood – The flood level having a one percent (1%) chance of being equaled or exceeded in any given year.

Basement – Any floor level below the first story in a building except that a floor level in a building having one (1) floor level shall be classified as a basement unless such floor level qualifies as a first story as defined herein.

Block – An area of land within a subdivision that is entirely bounded by streets or a street and railroad right-of-way, neutral barrier or adjacent corporate line.

Board – The Board of Adjustment of the Town of Glenrock.

Boarding House – See “Room.”

Building – A structure having a roof supported by columns or walls which is for the habitation or shelter of human beings or animals or the shelter or storage of property or for the occupation or some purpose of trade or manufacture.

Building; Detached – A building having no common wall connections with another building.

Building Line – A line formed by the outer face of the closing wall of a building or portion thereof and the surface of the ground.

Building, Main – The principal structure on a lot, parcel or tract used to accommodate the primary use to which the building is devoted.

Building, Non-Conforming – A building existing at the time of the adoption of this Ordinance which fails to comply with the regulations of the district in which the building is

located.

Building Site – A parcel of land occupied by one building and its accessory buildings or by a group of buildings together with such open spaces as are required under the provisions of the respective district.

Building Site Area – The total area of a site on a horizontal plane bounded by property ownership lines.

Building Site Coverage – The total area of a building covered by the principal and accessory buildings as designed in each zoning district.

Business – The engagement in the purchase, sale, barter or exchange of goods, wares, merchandise or service or the maintenance or operation of offices or recreational or amusement enterprises for profit or material gain on a continual or habitual basis.

Business, Retail – The engagement in the purchase, sale, barter or exchange of goods, wares, merchandise or service to the ultimate customer.

Business Wholesale – The engagement in the purchase, sale, barter or exchange of goods, wares, merchandise or service to jobbers or to retail dealers.

Carports – A structure built attached or detached from the main structure that is open on at least three (3) sides and where vision through the three (3) open sides is not impeded.

Certificate of Occupancy – Written certificate issued by the Building Inspector after final inspection when it is found that the building or structure and use complies with the provisions of this Ordinance and other pertinent codes or laws adopted by the Town of Glenrock.

Certificate, Zoning – A written certificate issued by the Zoning Officer that the plans for a proposed use are in conformance with the provisions of the zoning ordinance.

Church – A building together with its accessory buildings and uses where persons regularly assemble for religious worship; and is maintained and controlled by a religious body organized to hold public worship.

Clinic, Medical and Dental – A building in which one (1) or more physicians or dentists or allied professional assistants are associated for the purpose of carrying on their profession. The clinic may include dental and medical laboratories.

Club or Lodge, Membership Club – A nonprofit association, as determined by the Internal Revenue Service, of persons who are bona fide members paying actual dues with the use of the premises being restricted to the members and their guests.

Commercial – Having the qualities of business as defined in this Section.

Commission – The Town of Glenrock Planning and Zoning Commission.

Common Wall – An unbroken wall shared by two (2) or more separate buildings.

Conditional Use – A use for which approval must be obtained from the Town. Conditional Use may or may not be granted by the Town; and if granted, the Town may place whatever conditions it feels are necessary.

Condominium – Real estate, portions of which are designated for separate ownership, and the remaining of which are designated for common ownership solely by the owners of those portions. Real estate is not a condominium unless the individual interests in the common elements are vested in the unit owners.

Day Care – The caring for children under the age of twelve (12) years out of their home for two (2) hours or more, but less than twenty-four (24) hours a day, for their parents or legal guardian or at the request of the agency which has responsibility of the child.

Density – The number of dwelling units of any type, including mobile homes, on the site of any development expressed as the number of units per acre, taking into account the total area of the land contained within the exterior boundaries of the site.

Development – Any man-made change, other than a subdivision, to improved or unimproved real estate including, but not limited to, buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations.

Development Standard – Any of the physical requirements related to the establishment of a use on a site or in a structure thereof for the conduct of such use or related to the preparation of a site and the construction of a building thereof, as prescribed.

District – A section or sections of the Town for which uniform regulations governing the uses of buildings, sizes of yards, open space and densities or use are prescribed.

Drive-In Facilities – A business establishment so designed that a portion of its retail or service characters is dependent on providing a driveway approach for motor vehicles to serve patrons while in the motor vehicle, rather than within the building.

Dwelling, Duplex – Two (2) independent living units in one building.

Dwelling, Multi-Family – A dwelling or group of dwellings on one (1) site containing separate living units for three (3) or more families, but which may have joint services or facilities or both.

Dwelling, Single Family – A principal building designed for or used exclusively as a dwelling by one (1) family as an independent housekeeping unit. The definition includes manufactured and modular housing.

Dwelling Unit – One or more rooms providing complete living facilities for one (1) family including equipment for cooking, provisions for same and including room or rooms for living, sleeping, eating and sanitation.

Easement – The liberty, right, privilege or authorization which the owner of a parcel of land, by reasons of legal ownership, grants the use of the land or a part thereof for a specific purpose to another person, landowner or public entity.

Family – Any individual or two (2) or more persons related by blood or marriage or a group of not more than four (4) persons (excluding servants), who need not be related by blood or marriage, living together as a single, non-profit housekeeping unit.

Fence – Any portion, structure wall or gate erected as a dividing marker, barrier or enclosure.

Flood or Flooding – A general or temporary condition of partial or complete inundation of normally dry land areas from the usual and rapid accumulation of runoff of surface water from any source.

Flood Insurance Rate Map (FIRM) – An official map on which the Federal Insurance Administration has delineated both the areas of special flood hazards and the risk premium zone applicable to the Town of Glenrock.

Flood Plain Approval – A request for review of the Town's interpretation of any provision in the Flood Plain District or a request for variance in said Flood Plain District.

Flood Proofed – Watertight walls substantially impermeable to the passage of water and with structural components having capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy.

Flood Area – The total number of square feet of floor space within the exterior walls of a building.

Garage, Attached – A building which as a roof, wall or a major portion of a roof or wall in common with a dwelling structure. Where a garage is attached to a dwelling in this manner, it shall be subject to all yard requirements of the main building.

Garage, Private – A detached accessory building used for the storage of three (3) or less automobiles or light trucks. Such building shall be subject to the design standards and requirements of accessory buildings.

Gasoline Service Station – Any building or portion thereof, and the land upon which it is situated, used for the retail sale of fuel and/or oil for motor vehicles which may include facilities for making minor vehicle repairs to such motor vehicles.

Governing Body – The Mayor and Council of the Town of Glenrock, Wyoming.

Ground Anchors – Any approved device for the purpose of securing a mobile home to the ground.

Hazard, Natural – A natural or man-induced event or phenomenon having the potential to be detrimental to public health, safety or property. Natural hazards include but are not limited to,

geographic hazards, avalanches, landslides, ground subsidence, explosive solid and rock, corrosive solid radioactivity, seismic effects, flooding, high wind areas and wildfire areas.

Height, Building – The vertical dimension measured from the average elevation of the finished lot grade at the front of the building, to the highest point of the ceiling of the top story. In the case of a flat roof, to the deck line of a mansard roof and to the average height between the plate and the ridge of a gable, hip or gambrel roof.

Home Occupation – Means an occupation or activity carried on by the family residing on the premises. Said occupation shall not be visible or noticeable from outside the wall of the dwelling or of the residential garage; shall not constitute a nuisance to the surrounding properties; and shall be clearly incidental and secondary to the residential occupancy. No process creating dust, smoke, traffic, attraction, or excessive noise shall be allowed. District retail businesses are not considered a home occupation in this Ordinance.

Horticulture – The cultivation of a garden, or the mode of cultivation employed in a garden, the science of agriculture which relates to the cultivation of gardens or orchards, including the growing of vegetables, fruits, flowers, ornamental shrubs and trees.

Hospital – An institution providing health services, primarily for in-patients and medical or surgical care of the sick or injured, including ancillary services.

Hotel – A building containing rooms designed and rented out for sleeping purposes for transients and where only a general kitchen and dining room may be provided in a building or in an accessory building.

Improvement, Substantial – Any repair, reconstruction or improvement of a structure, the cost of which equals or exceeds fifty percent (50%) of the market value of the structure either before the improvement or repair is started or, if the structure has been damaged and is being restored, before the damage occurred.

Junk – Scrap iron, tin, brass, lead, zinc and all other scrap metals and their alloys, and bones, rags, used cloth, rubber, rope, tinfoil, bottles, tools, appliances, fixture, utensils, lumber, boxes or crates, pipe or pipe fittings, tires, old machinery and other manufactured goods that are so worn, deteriorated or obsolete as to make them unusable in their existing condition, but are subject to being dismantled.

Junk Yard – A place where junk, waste, discarded or salvaged materials are bought, sold, exchanged, stored, baled, packed, disassembled or handled, including automobile wrecking yards, house wrecking and structural steel materials and equipment, but not including the purchase or storage of used furniture and household equipment, used vehicles in operable condition, used or salvaged materials as part of manufacturing operations.

Kennel – Any premises wherein any person engages in the business of boarding, breeding, buying, letting for hire, training for a fee or selling of animals. It is illegal to maintain a kennel contrary to the terms of this Code, without a license, if required, or in a zone or location in

which a kennel is not permitted.

Landscaping – The placement of ornamental fixtures such as fountains, ornamental walls, berms, fences, benches, along with vegetative planting of trees, shrubs, grass, flowers, etc. Including the designing of the placement of such materials:

A. Xeriscaping- Water conserving landscaping.

Loading Berth-Off Street – An off-street space or berth on the same lot with a principal building for the parking of a commercial vehicle while loading or unloading merchandise and which has direct access from a public street or alley.

Lot – The smallest platted parcel or real property created by a legal subdivision.

Lot, Corner – A lot at the point of intersection of two (2) or more intersecting streets, the angle of intersection being not more than one hundred thirty-five (135) degrees.

Lot, Depth – The horizontal distance between front and rear lot lines measured along the median between the two (2) side lot lines.

Lot, Interior – A lot other than a corner lot, including through lots.

Lot Line, Front – For an interior lot, that line separating the lot from the street. For a corner lot or a double frontage lot, that line separating said lot from the street that is designated as the front street.

Lot Line, Rear – The line which most nearly qualifies as the line most distant and opposite from the front-line lot. Where the lot is irregularly shaped, a line perpendicular to the main direction of the side lot lines and at least 10 ft. in length within the lot.

Lot, Non-Conforming – Any platted lot or record which, on the effective date of this Ordinance or as a result of subsequent amendment thereto, does not comply with the lot size requirements for the district in which the lot is located.

Lot, Through (Double Frontage) – A lot having a frontage on two (2) parallel streets.

Lot Width – The width of a lot along a line parallel to the street frontage.

Manufactured Home – A residence constructed to house one (1) family year-round as follows:

- A. Is partially or entirely manufactured in a factory on or after January 1, 1994 and is in compliance with the current applicable standards of the United States Department of Housing and Urban Development at the time of its production.
- B. Is not less than 24 ft. in width and 36 ft. in length.
- C. The home shall have a pitched roof, with a slope of not less than 3 in. vertical rise of each 12 in. of horizontal run.

- D. Roof material shall consist of non-reflective material customarily used for conventional dwellings including, but not limited to, asbestos shingles, fiberglass shingles, shake shingles, composition shingles or tile materials. Roof material shall not include flat or corrugated sheet metal, except for manufactured metal roof panels.
- E. Have a roof overhang of not less than 8 in. measured from the vertical side of the home. When attached carports, garages, porches or similar structures are an integral part of the home, this overhang may be waived where the accessory structure is attached to the home.
- F. Having siding material consisting of wood or wood products, stucco, brick, horizontal lap steel or aluminum, horizontal lap vinyl or rock.
- G. A manufactured home must be constructed in compliance with federal manufactured home construction and safety standards currently in effect, including design of roof loads and insulation requirements applicable to the State of Wyoming.
- H. Any manufactured home on an individual lot shall conform to the same building setback standards, side and rear yard requirements, standards for enclosures, access, vehicle parking, and square footage standards and other requirements to which a conventional site built single-family residential dwelling on the same lot would be subject.
- I. The dwelling shall be attached to a permanent foundation system in compliance with the Glenrock Building Code for residential structures. All wheels, hitches and axles shall be removed. The foundation will be wall or pier and columns extending to frost level in the ground and supporting the unit at the locations indicated by the manufacturer. A perimeter foundation wall which uses I-beams to support the unit at the locations indicated by the manufacturer permitted. If the foundation is not a perimeter wall, a perimeter curtain wall, consisting of masonry, block or treated wood with siding or other suitable material is required and shall be placed on a footer whose bottom elevation at the frost line and meets other foundation requirements of the Uniform Building Code.
- J. Nothing in this subsection shall be deemed to supersede any valid covenants running with the land.
- K. A manufactured home not previously used, installed or occupied at another site.

Manufactured/Mobile Home Park – A parcel (or contiguous parcels) of land under one (1) ownership divided into three (3) or more manufactured home spaces for rent or lease.

Manufactured/Mobile Home Space – A plot of ground within a manufactured home park designed for the accommodation of one (1) manufactured home together with its accessory structures including carports or other off-street parking areas, storage lockers, patios and other appurtenances.

Manufactured/Mobile Home Subdivision – A parcel of land divided into two (2) or more lots designed exclusively for the parking or installation of manufactured homes on lots offered for sale, lease or rent.

Master Plan – Master Plan shall include any documents or portion of any document duly adopted by the Governing Body which is intended to guide the growth and development of the

area.

May – Means permissive

Mean Grade – The average elevation of the ground adjoining the structure on all sides.

Mobile Home – A structure designed for permanent habitation and so constructed as to permit its transport on wheels, temporarily or permanently attached to its frame, from the place of its construction to the location, or subsequent locations, at which it is intended to be a permanent habitation and designed to permit the occupancy thereof as a dwelling place for one (1) or more persons. A mobile home does not meet the requirements of the Uniform Building Code and has minimum dimensions of eight (8) feet by thirty-two (32) feet. Partially or entirely manufactured in a factory on or after January 1, 1994 and is in compliance with the current applicable standards of the United States Department of Housing and Urban Development at the time of production and must be constructed in compliance with federal manufactured home construction and safety standards currently in effect, including design of roof loads and insulation requirements applicable to the State of Wyoming.

Modular Home – Means a residence which is constructed in a factory, but which is certified to meet the Uniform Building Code. Modular housing shall be installed in accordance with "Manufactured Home" definition.

Motel – A building or group of buildings, whether detached or in connected units, used as individual sleeping or dwelling units designed primarily for transient occupancy and providing for accessory off-street parking facilities.

Motor Home – Any vehicular type unit 45ft. or less in length and 102 inches or less in width, primarily designed as temporary living quarters for camping or travel use.

New Construction – Means structures for which the start of construction commences on or after the effective date of this Ordinance. When required, notice to property owners shall be sent to all adjacent property owners within 200 ft., excluding the width of any intervening streets or alleys, municipal or county residents.

Nursing Home – An institution for the care of children, the aged or infirm, or a place of rent for those suffering bodily disorders, but not including facilities for surgical care or institutions for the care and treatment of mental illness, alcoholism or narcotic addiction.

Nursery – A space or building or a combination thereof for cultivation, storage or sale of live trees, shrubs or plants, including products used for gardening or landscaping. The definition of a nursery does not include any space or building used for the sale of fruits, vegetables or other related products.

Occupied – The utilization of a building or structure for eating, sleeping or working for more than twelve (12) consecutive hours.

Office, Professional – A building where there is no display of stock or wares in trade, nor

commodity sold nor any commercial use conducted other than the professional services as herein defined. For purposes of this Ordinance, professional offices shall include the office of a doctor, dentist, lawyer, accountant, architect, engineer, minister of religion, insurance agent, realtor, real estate appraiser or similar professions or services, but shall not include barber shops, beauty parlors or similar services, or general business offices.

Open Space – Land area not occupied by structures or parking spaces.

Open Space, Usable – Open area designed and developed for use by the occupants of a planned unit, other development or by others for recreation, whether commercial or private, courts, gardens or other permitted uses. The term “open space” shall not include space devoted to streets or parking.

Owner – The owner of record for property as recorded in the Office of the Converse County Clerk.

Parcel – Any unit of land including a platted or un-platted tract or lot.

Parking Lot – A structure or an area, other than a public street or alley, designed or used for the temporary parking of motor vehicles and available for public or private use whether free, for compensation or an accommodation for customers or clients.

Parking Space, Off-Street – As space located off any public right-of-way which is at least 10 ft. x 20 ft. in size for parking for any motor vehicle with room to get out of either side of the vehicle with adequate maneuvering space and with access to public streets or alleys.

Patio Home – See “Townhouse”.

Person – A natural and legal person, group of persons, partnership, association or corporation.

Personal Service Shop – Businesses offering personalized services such as barber shops, beauty shops, laundromats, dry cleaning services and similar uses.

Public Facility – Any publicly-owned and operated use, building or establishment such as a post office, fire station, court house, police station, etc.

Planned Unit Development – A project located on a single tract, controlled by one (1) owner, corporation or agency, including usable open space for the mutual benefit of the entire tract, designed to provide variety and diversity from the normal zoning and subdivision standards so that maximum long-range benefits can be gained and unique features of the site preserved or enhanced.

Plat of Record – A platted lot or metes and bounds parcel which has been recorded in the Office of the County Clerk.

Property Lines – The boundary line designating the legal limits of ownership.

Public Land – Land owned, controlled and/or operated by a government unit.

Public Utility – Any person(s), firm or corporation engaged in the business of operating heating, power or light systems, communication systems, water or sewer lines or any other energy-producing source with the Town servicing or supplying the public.

Publication, Legal – Any official notice in a newspaper of general circulation as prescribed by the Wyoming Statutes and Town Code.

Recreational Vehicles – A motorized vehicle designed primarily for recreation.

Restaurant – A public eating house which provides seating, but does not provide curbside or automobile service.

Restaurant, Drive-In – Any establishment where food or beverages are dispensed and may be consumed on or off the premises, but outside a closed building.

Retail Sales – An establishment selling goods, wares or merchandise directly to the ultimate consumer.

Right-of-Way – A/K/A Roadway Easement. That portion of land dedicated to public use for street, alley walkway, drainage and utility purposes. Also any strip or area of land surface, overhead or underground granted by deed or easement for construction and maintenance according to a designated use.

Room and/or Boarding House – A building containing lodging provided for three (3) or more persons, with or without meals, and which is open to transient or permanent guests on a weekly or monthly basis with no provision for cooking in any guest room.

School – A place for systematic instruction in any branch or branches of knowledge. For this Ordinance, it specifically means public or parochial schools, elementary, junior high and high schools and private schools with equivalent curriculum.

Setback – The distance required to comply with the front, side or rear yard and open space provisions set forth in this Ordinance, measured from the property line.

Shall – Means mandatory.

Shopping Center – One or more buildings containing retail businesses planned and developed as a unit with off-street parking provided on the property.

Sign – Any object, device or medium or part thereof situated outdoors or indoors which is used to advertise, identify, display, direct or attract attention to any object, person, institution, organization, business project, service, event or location by any means including words, letters, figures, designs, symbols, fixtures, color, motion, illumination or projected images. Signs do not include the following:

Flags of nations, states, cities, fraternal, religious and civic organizations.

- A. Merchandise, pictures or models of products or services incorporated with a window display.
- B. Time and temperature devices not related to a product.
- C. National, state, religious, fraternal, professional and civic symbols or crests, or works of art, which in no way identify a product or device. If, for any reason, it cannot be readily determined whether or not the object is a sign, the Town shall make such determination.

Sign Area – The total area of the space to be used for advertising purposes including the spaces between open-type letters and figures and including the background structure or other decoration or addition which is an integral part of the sign. Sign supports shall be excluded in determining the area of a sign.

Sign, Pole – A billboard or similar type of sign which is wholly supported by one (1) or more up-rights, poles or braces in the ground, separate from the structure or building.

Sign, Wall – Any sign attached to or erected against the wall of a building or structure with the exposed face of the sign in a plan parallel to the plane of the wall.

Single Family Residence – A dwelling designed for one (1) family occupancy.

Space – The area allocated for an individual mobile home within a mobile home park.

Spot Zoning – An illegal act of creating, through an ordinance, isolated parcels of land within the Town on which are designated land uses different from the zoning district which surrounds it.

Story – That portion of a building included between the upper surface of any floor and the upper surface of the floor next above except that the topmost story shall be that portion of the building included between the upper surface of the topmost floor and the ceiling or roof above. If the finished floor space is more than 6 ft. above grade for more than fifty percent (50%) of the total perimeter or is more than 12 ft. above grade at any point, such usable or unused underfloor space shall be considered as a story.

Structure – That which is built or constructed, an edifice or building of any kind, or any place of work artificially built up or composed of parts joined together in some definite manner, including signs, but not including a fence or a wall of less than 4 ft. in height or any chain link fence not constituting a visual barrier, mailboxes, light standards or poles, lines, cables or transformers of a public utility.

Structure, Non-Conforming – Any structure which, on the effective date of this Ordinance, or as the result of subsequent amendments thereto, does not comply with the provisions of this Ordinance for the district in which the non-conforming structure is located.

Subdivision – The division or re-subdivision of any lot, tract or parcel of land into two (2) or

more lots, plats, sites or other division of land.

Sub-divider – Any person or entity dividing or purposing to divide land so as to constitute a subdivision.

Substantial Improvement – Any repair, reconstruction or improvement of a structure, the cost of which equals or exceeds fifty percent (50%) of the market value of the structure either:

- A. before the improvement or the repair is started; or
- B. if the structure has been damaged and is being restored before the damage occurred.
For the purpose of this definition, “substantial improvement” is considered to occur when the first alteration of any wall, ceiling, floor or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure.

The term does not include:

- A. Any project for improvement of a structure to comply with existing state or local health, sanitary or safety code specifications which are solely necessary to assure safe living conditions; or
- B. Any alteration of a structure listed on the National Register of Historic Places or a State Inventory of Historic Places.

Transient Occupancy – The rental or provisions for housing accommodations or rooms on a day-to-day basis.

Townhouse – A building that has single family dwelling units erected in a row as a single building on adjoining lots, each being separated from the adjoining unit or units by a party wall or walls extending from the basement floor to the roof along the dividing lot line. Each such building is separated from any other building by space on all sides and each dwelling unit has a separate water and sewer service. Each dwelling unit must be located on an individually owned lot.

Travel Trailer and Recreational Vehicle Park – Any area or tract of land rented to one or more persons or users for temporary parking or placement of travel trailer or recreational vehicle.

Travel Trailer – A non-motorized, vehicular, portable structure designed primarily as dwelling for travel, recreation and vacation uses only.

Trailer – A non-motorized vehicle designed primarily to be pulled behind a motorized vehicle to include, but not be limited to; house trailers, cargo trailers, utility trailers, flatbed trailers, boat trailers and truck trailers.

Units, Efficiency – An apartment with common areas for sleeping, cooking and/or living.

Unit, Rooming – A space for human occupancy lacking private bath and/or kitchen facilities.

Use – The purpose for which a site or structure is actually arranged, designed, constructed, moved, altered or enlarged or for which either a site or structure is or may be occupied or maintained.

Use, Non-Conforming – Any use which, on the effective date of this Ordinance, does not conform to the permitted or conditional use established for the district in which the non-conforming use is located.

Use, Permitted – A use which is specifically permitted and set forth as such in the designated district in this Ordinance.

Variance – Authorization for a property owner to depart from the literal requirements of this Ordinance as it applies to his land.

Wholesale Sales – The process of buying from the producers or manufacturer and selling to jobbers or retail dealers.

Yard – An open space, other than a court, on a lot unoccupied and unobstructed from the ground ward except as otherwise provided in this Ordinance.

Yard, Front – An open unoccupied space, on the same lot with a main building, extending the full width of the lot and situated between the street line and the front line of the building projected into the side lines of the lot.

Yard, Rear – An open unoccupied space, on the same lot with the main building, between the rear line of the main building and the rear line of the lot, extending the full width of the lot.

Yard, Side – An open unoccupied space, on the same lot as the main building, situated between the building and the side line of the lot and extending from the front yard to the rear yard. Any lot line, not a rear yard line or a front yard line, shall be deemed as a side yard line.

AFTER AMENDMENT

31.01.040 Definitions

For the purpose of this ordinance, certain terms and words shall have the following definitions. Words used in the present tense shall also include the future. Words or phrases used in the plural shall also include the singular. The word “building” includes structure, and “structure” includes building. The word “person” shall include “corporation, partnership or other legal entity.”

Accessory Building – A subordinate use of building customarily incidental to and located on the same lot with the main use of building.

Accessory Dwelling Unit (ADU) - above 500 sq. ft.

- **Allowed in MH zone as a stand-alone dwelling**

- Have its own entrance, full kitchen/bath, living/sleeping space
- Must be built to TOG specifications

Accessory Use – Use which is incidental and subordinate to the principal use of the premises and does not change the basic character thereof.

Agriculture – The tilling of soil, the raising of crops, horticulture and gardening, dairying or animal husbandry, including all uses customarily incidental thereto, but not including any agriculture, industry or business such as fruit packing plants, fur farms, animal hospitals, commercial feed lots or similar uses for profit.

Alley – A dedicated public way, not less than 16 ft. in width, which is not designed for general travel and is used as a means of access to the rear of residences and business establishments and affords only secondary means of access to the property abutting along its length.

Alteration – A change or rearrangement in the structural parts, or in the existing facilities, or enlargement whether by extending on a side or by increasing in height or the moving from one location or position to another.

Animal Hospital or Clinic – An establishment where animals are admitted principally for examination, treatment or care by a doctor of veterinary medicine. This shall include open kennels and runs.

Animal Shelter – A building or premises the purpose of which is the temporary quartering, impoundment, housing, confinement and/or care of animals, usually abandoned or unclaimed.

Apartment – A room or suite of rooms intended or designed for use as a residence, including kitchen facilities in an apartment house.

Apartment House – A building or portion thereof used or designed as a residence for three (3) or more families, households or groups of persons occupying separate apartments and living independently of each other.

Area of Special Hazard – The land in the flood plain within a community subject to a one percent (1%) chances of being equaled or exceeded in any given year.

Base Flood – The flood level having a one percent (1%) chance of being equaled or exceeded in any given year.

Basement – Any floor level below the first story in a building except that a floor level in a building having one (1) floor level shall be classified as a basement unless such floor level qualifies as a first story as defined herein.

Block – An area of land within a subdivision that is entirely bounded by streets or a street and railroad right-of-way, neutral barrier or adjacent corporate line.

Board – The Board of Adjustment of the Town of Glenrock.

Boarding House – See “Room.”

Building – A structure having a roof supported by columns or walls which is for the habitation or shelter of human beings or animals or the shelter or storage of property or for the occupation or some purpose of trade or manufacture.

Building; Detached – A building having no common wall connections with another building.

Building Line – A line formed by the outer face of the closing wall of a building or portion thereof and the surface of the ground.

Building, Main – The principal structure on a lot, parcel or tract used to accommodate the primary use to which the building is devoted.

Building, Non-Conforming – A building existing at the time of the adoption of this Ordinance which fails to comply with the regulations of the district in which the building is located.

Building Site – A parcel of land occupied by one building and its accessory buildings or by a group of buildings together with such open spaces as are required under the provisions of the respective district.

Building Site Area – The total area of a site on a horizontal plane bounded by property ownership lines.

Building Site Coverage – The total area of a building covered by the principal and accessory buildings as designed in each zoning district.

Business – The engagement in the purchase, sale, barter or exchange of goods, wares, merchandise or service or the maintenance or operation of offices or recreational or amusement enterprises for profit or material gain on a continual or habitual basis.

Business, Retail – The engagement in the purchase, sale, barter or exchange of goods, wares, merchandise or service to the ultimate customer.

Business Wholesale – The engagement in the purchase, sale, barter or exchange of goods, wares, merchandise or service to jobbers or to retail dealers.

Carports – A structure built attached or detached from the main structure that is open on at least three (3) sides and where vision through the three (3) open sides is not impeded.

Certificate of Occupancy – Written certificate issued by the Building Inspector after final inspection when it is found that the building or structure and use complies with the provisions of this Ordinance and other pertinent codes or laws adopted by the Town of Glenrock.

Certificate, Zoning – A written certificate issued by the Zoning Officer that the plans for a proposed use are in conformance with the provisions of the zoning ordinance.

Church – A building together with its accessory buildings and uses where persons regularly assemble for religious worship; and is maintained and controlled by a religious body organized to hold public worship.

Clinic, Medical and Dental – A building in which one (1) or more physicians or dentists or allied professional assistants are associated for the purpose of carrying on their profession. The clinic may include dental and medical laboratories.

Club or Lodge, Membership Club – A nonprofit association, as determined by the Internal Revenue Service, of persons who are bona fide members paying actual dues with the use of the premises being restricted to the members and their guests.

Commercial – Having the qualities of business as defined in this Section.

Commission – The Town of Glenrock Planning and Zoning Commission.

Common Wall – An unbroken wall shared by two (2) or more separate buildings.

Conditional Use – A use for which approval must be obtained from the Town. Conditional Use may or may not be granted by the Town; and if granted, the Town may place whatever conditions it feels are necessary.

Condominium – Real estate, portions of which are designated for separate ownership, and the remaining of which are designated for common ownership solely by the owners of those portions. Real estate is not a condominium unless the individual interests in the common elements are vested in the unit owners.

Day Care – The caring for children under the age of twelve (12) years out of their home for two (2) hours or more, but less than twenty-four (24) hours a day, for their parents or legal guardian or at the request of the agency which has responsibility of the child.

Density – The number of dwelling units of any type, including mobile homes, on the site of any development expressed as the number of units per acre, taking into account the total area of the land contained within the exterior boundaries of the site.

Development – Any man-made change, other than a subdivision, to improved or unimproved real estate including, but not limited to, buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations.

Development Standard – Any of the physical requirements related to the establishment of a use on a site or in a structure thereof for the conduct of such use or related to the preparation of a site and the construction of a building thereof, as prescribed.

District – A section or sections of the Town for which uniform regulations governing the uses of buildings, sizes of yards, open space and densities or use are prescribed.

Drive-In Facilities – A business establishment so designed that a portion of its retail or service

characters is dependent on providing a driveway approach for motor vehicles to serve patrons while in the motor vehicle, rather than within the building.

Dwelling, Duplex – Two (2) independent living units in one building.

Dwelling, Multi-Family – A dwelling or group of dwellings on one (1) site containing separate living units for three (3) or more families, but which may have joint services or facilities or both.

Dwelling, Single Family – A principal building designed for or used exclusively as a dwelling by one (1) family as an independent housekeeping unit. The definition includes manufactured and modular housing.

Dwelling Unit – One or more rooms providing complete living facilities for one (1) family including equipment for cooking, provisions for same and including room or rooms for living, sleeping, eating and sanitation.

Easement – The liberty, right, privilege or authorization which the owner of a parcel of land, by reasons of legal ownership, grants the use of the land or a part thereof for a specific purpose to another person, landowner or public entity.

Family – Any individual or two (2) or more persons related by blood or marriage or a group of not more than four (4) persons (excluding servants), who need not be related by blood or marriage, living together as a single, non-profit housekeeping unit.

Fence – Any portion, structure wall or gate erected as a dividing marker, barrier or enclosure.

Flood or Flooding – A general or temporary condition of partial or complete inundation of normally dry land areas from the usual and rapid accumulation of runoff of surface water from any source.

Flood Insurance Rate Map (FIRM) – An official map on which the Federal Insurance Administration has delineated both the areas of special flood hazards and the risk premium zone applicable to the Town of Glenrock.

Flood Plain Approval – A request for review of the Town's interpretation of any provision in the Flood Plain District or a request for variance in said Flood Plain District.

Flood Proofed – Watertight walls substantially impermeable to the passage of water and with structural components having capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy.

Flood Area – The total number of square feet of floor space within the exterior walls of a building.

Garage, Attached – A building which as a roof, wall or a major portion of a roof or wall in common with a dwelling structure. Where a garage is attached to a dwelling in this manner, it

shall be subject to all yard requirements of the main building.

Garage, Private – A detached accessory building used for the storage of three (3) or less automobiles or light trucks. Such building shall be subject to the design standards and requirements of accessory buildings.

Gasoline Service Station – Any building or portion thereof, and the land upon which it is situated, used for the retail sale of fuel and/or oil for motor vehicles which may include facilities for making minor vehicle repairs to such motor vehicles.

Governing Body – The Mayor and Council of the Town of Glenrock, Wyoming.

Ground Anchors – Any approved device for the purpose of securing a mobile home to the ground.

Hazard, Natural – A natural or man-induced event or phenomenon having the potential to be detrimental to public health, safety or property. Natural hazards include but are not limited to, geographic hazards, avalanches, landslides, ground subsidence, explosive solid and rock, corrosive solid radioactivity, seismic effects, flooding, high wind areas and wildfire areas.

Height, Building – The vertical dimension measured from the average elevation of the finished lot grade at the front of the building, to the highest point of the ceiling of the top story. In the case of a flat roof, to the deck line of a mansard roof and to the average height between the plate and the ridge of a gable, hip or gambrel roof.

Home Occupation – Means an occupation or activity carried on by the family residing on the premises. Said occupation shall not be visible or noticeable from outside the wall of the dwelling or of the residential garage; shall not constitute a nuisance to the surrounding properties; and shall be clearly incidental and secondary to the residential occupancy. No process creating dust, smoke, traffic, attraction, or excessive noise shall be allowed. District retail businesses are not considered a home occupation in this Ordinance.

Horticulture – The cultivation of a garden, or the mode of cultivation employed in a garden, the science of agriculture which relates to the cultivation of gardens or orchards, including the growing of vegetables, fruits, flowers, ornamental shrubs and trees.

Hospital – An institution providing health services, primarily for in-patients and medical or surgical care of the sick or injured, including ancillary services.

Hotel – A building containing rooms designed and rented out for sleeping purposes for transients and where only a general kitchen and dining room may be provided in a building or in an accessory building.

Improvement, Substantial – Any repair, reconstruction or improvement of a structure, the cost of which equals or exceeds fifty percent (50%) of the market value of the structure either before the improvement or repair is started or, if the structure has been damaged and is being restored, before the damage occurred.

Junk – Scrap iron, tin, brass, lead, zinc and all other scrap metals and their alloys, and bones, rags, used cloth, rubber, rope, tinfoil, bottles, tools, appliances, fixture, utensils, lumber, boxes or crates, pipe or pipe fittings, tires, old machinery and other manufactured goods that are so worn, deteriorated or obsolete as to make them unusable in their existing condition, but are subject to being dismantled.

Junk Yard – A place where junk, waste, discarded or salvaged materials are bought, sold, exchanged, stored, baled, packed, disassembled or handled, including automobile wrecking yards, house wrecking and structural steel materials and equipment, but not including the purchase or storage of used furniture and household equipment, used vehicles in operable condition, used or salvaged materials as part of manufacturing operations.

Kennel – Any premises wherein any person engages in the business of boarding, breeding, buying, letting for hire, training for a fee or selling of animals. It is illegal to maintain a kennel contrary to the terms of this Code, without a license, if required, or in a zone or location in which a kennel is not permitted.

Landscaping – The placement of ornamental fixtures such as fountains, ornamental walls, berms, fences, benches, along with vegetative planting of trees, shrubs, grass, flowers, etc. Including the designing of the placement of such materials:

A. Xeriscaping- Water conserving landscaping.

Loading Berth-Off Street – An off-street space or berth on the same lot with a principal building for the parking of a commercial vehicle while loading or unloading merchandise and which has direct access from a public street or alley.

Lot – The smallest platted parcel or real property created by a legal subdivision.

Lot, Corner – A lot at the point of intersection of two (2) or more intersecting streets, the angle of intersection being not more than one hundred thirty-five (135) degrees.

Lot, Depth – The horizontal distance between front and rear lot lines measured along the median between the two (2) side lot lines.

Lot, Interior – A lot other than a corner lot, including through lots.

Lot Line, Front – For an interior lot, that line separating the lot from the street. For a corner lot or a double frontage lot, that line separating said lot from the street that is designated as the front street.

Lot Line, Rear – The line which most nearly qualifies as the line most distant and opposite from the front-line lot. Where the lot is irregularly shaped, a line perpendicular to the main direction of the side lot lines and at least 10 ft. in length within the lot.

Lot, Non-Conforming – Any platted lot or record which, on the effective date of this Ordinance or as a result of subsequent amendment thereto, does not comply with the lot size

requirements for the district in which the lot is located.

Lot, Through (Double Frontage) – A lot having a frontage on two (2) parallel streets.

Lot Width – The width of a lot along a line parallel to the street frontage.

Manufactured Home – A residence constructed to house one (1) family year-round as follows:

- A. Is partially or entirely manufactured in a factory on or after January 1, 1994 and is in compliance with the current applicable standards of the United States Department of Housing and Urban Development at the time of its production.
- B. Is not less than 24 ft. in width and 36 ft. in length.
- C. The home shall have a pitched roof, with a slope of not less than 3 in. vertical rise of each 12 in. of horizontal run.
- D. Roof material shall consist of non-reflective material customarily used for conventional dwellings including, but not limited to, asbestos shingles, fiberglass shingles, shake shingles, composition shingles or tile materials. Roof material shall not include flat or corrugated sheet metal, except for manufactured metal roof panels.
- E. Have a roof overhang of not less than 8 in. measured from the vertical side of the home. When attached carports, garages, porches or similar structures are an integral part of the home, this overhang may be waived where the accessory structure is attached to the home.
- F. Having siding material consisting of wood or wood products, stucco, brick, horizontal lap steel or aluminum, horizontal lap vinyl or rock.
- G. A manufactured home must be constructed in compliance with federal manufactured home construction and safety standards currently in effect, including design of roof loads and insulation requirements applicable to the State of Wyoming.
- H. Any manufactured home on an individual lot shall conform to the same building setback standards, side and rear yard requirements, standards for enclosures, access, vehicle parking, and square footage standards and other requirements to which a conventional site built single-family residential dwelling on the same lot would be subject.
- I. The dwelling shall be attached to a permanent foundation system in compliance with the Glenrock Building Code for residential structures. All wheels, hitches and axles shall be removed. The foundation will be wall or pier and columns extending to frost level in the ground and supporting the unit at the locations indicated by the manufacturer. A perimeter foundation wall which uses I-beams to support the unit at the locations indicated by the manufacturer permitted. If the foundation is not a perimeter wall, a perimeter curtain wall, consisting of masonry, block or treated wood with siding or other suitable material is required and shall be placed on a footer whose bottom elevation at the frost line and meets other foundation requirements of the Uniform Building Code.
- J. Nothing in this subsection shall be deemed to supersede any valid covenants running with the land.
- K. A manufactured home not previously used, installed or occupied at another site.

Manufactured/Mobile Home Park – A parcel (or contiguous parcels) of land under one (1) ownership divided into three (3) or more manufactured home spaces for rent or lease.

Manufactured/Mobile Home Space – A plot of ground within a manufactured home park designed for the accommodation of one (1) manufactured home together with its accessory structures including carports or other off-street parking areas, storage lockers, patios and other appurtenances.

Manufactured/Mobile Home Subdivision – A parcel of land divided into two (2) or more lots designed exclusively for the parking or installation of manufactured homes on lots offered for sale, lease or rent.

Master Plan – Master Plan shall include any documents or portion of any document duly adopted by the Governing Body which is intended to guide the growth and development of the area.

May – Means permissive

Mean Grade – The average elevation of the ground adjoining the structure on all sides.

Mobile Home – A structure designed for permanent habitation and so constructed as to permit its transport on wheels, temporarily or permanently attached to its frame, from the place of its construction to the location, or subsequent locations, at which it is intended to be a permanent habitation and designed to permit the occupancy thereof as a dwelling place for one (1) or more persons. A mobile home does not meet the requirements of the Uniform Building Code and has minimum dimensions of eight (8) feet by thirty-two (32) feet. Partially or entirely manufactured in a factory on or after January 1, 1994 and is in compliance with the current applicable standards of the United States Department of Housing and Urban Development at the time of production and must be constructed in compliance with federal manufactured home construction and safety standards currently in effect, including design of roof loads and insulation requirements applicable to the State of Wyoming.

Modular Home – Means a residence which is constructed in a factory, but which is certified to meet the Uniform Building Code. Modular housing shall be installed in accordance with "Manufactured Home" definition.

Motel – A building or group of buildings, whether detached or in connected units, used as individual sleeping or dwelling units designed primarily for transient occupancy and providing for accessory off-street parking facilities.

Motor Home – Any vehicular type unit 45ft. or less in length and 102 inches or less in width, primarily designed as temporary living quarters for camping or travel use.

New Construction – Means structures for which the start of construction commences on or after the effective date of this Ordinance. When required, notice to property owners shall be sent to all adjacent property owners within 200 ft., excluding the width of any intervening streets or alleys, municipal or county residents.

Nursing Home – An institution for the care of children, the aged or infirm, or a place of rent for those suffering bodily disorders, but not including facilities for surgical care or institutions for the care and treatment of mental illness, alcoholism or narcotic addiction.

Nursery – A space or building or a combination thereof for cultivation, storage or sale of live trees, shrubs or plants, including products used for gardening or landscaping. The definition of a nursery does not include any space or building used for the sale of fruits, vegetables or other related products.

Occupied – The utilization of a building or structure for eating, sleeping or working for more than twelve (12) consecutive hours.

Office, Professional – A building where there is no display of stock or wares in trade, nor commodity sold nor any commercial use conducted other than the professional services as herein defined. For purposes of this Ordinance, professional offices shall include the office of a doctor, dentist, lawyer, accountant, architect, engineer, minister of religion, insurance agent, realtor, real estate appraiser or similar professions or services, but shall not include barber shops, beauty parlors or similar services, or general business offices.

Open Space – Land area not occupied by structures or parking spaces.

Open Space, Usable – Open area designed and developed for use by the occupants of a planned unit, other development or by others for recreation, whether commercial or private, courts, gardens or other permitted uses. The term “open space” shall not include space devoted to streets or parking.

Owner – The owner of record for property as recorded in the Office of the Converse County Clerk.

Parcel – Any unit of land including a platted or un-platted tract or lot.

Parking Lot – A structure or an area, other than a public street or alley, designed or used for the temporary parking of motor vehicles and available for public or private use whether free, for compensation or an accommodation for customers or clients.

Parking Space, Off-Street – As space located off any public right-of-way which is at least 10 ft. x 20 ft. in size for parking for any motor vehicle with room to get out of either side of the vehicle with adequate maneuvering space and with access to public streets or alleys.

Patio Home – See “Townhouse”.

Person – A natural and legal person, group of persons, partnership, association or corporation.

Personal Service Shop – Businesses offering personalized services such as barber shops, beauty shops, laundromats, dry cleaning services and similar uses.

Public Facility – Any publicly-owned and operated use, building or establishment such as a

post office, fire station, court house, police station, etc.

Planned Unit Development – A project located on a single tract, controlled by one (1) owner, corporation or agency, including usable open space for the mutual benefit of the entire tract, designed to provide variety and diversity from the normal zoning and subdivision standards so that maximum long-range benefits can be gained and unique features of the site preserved or enhanced.

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Public Utility – Any person(s), firm or corporation engaged in the business of operating heating, power or light systems, communication systems, water or sewer lines or any other energy-producing source with the Town servicing or supplying the public.

Publication, Legal – Any official notice in a newspaper of general circulation as prescribed by the Wyoming Statutes and Town Code.

Recreational Vehicles – A motorized vehicle designed primarily for recreation.

Restaurant – A public eating house which provides seating, but does not provide curbside or automobile service.

Restaurant, Drive-In – Any establishment where food or beverages are dispensed and may be consumed on or off the premises, but outside a closed building.

Retail Sales – An establishment selling goods, wares or merchandise directly to the ultimate consumer.

Right-of-Way – A/K/A Roadway Easement. That portion of land dedicated to public use for street, alley walkway, drainage and utility purposes. Also any strip or area of land surface, overhead or underground granted by deed or easement for construction and maintenance according to a designated use.

Room and/or Boarding House – A building containing lodging provided for three (3) or more persons, with or without meals, and which is open to transient or permanent guests on a weekly or monthly basis with no provision for cooking in any guest room.

School – A place for systematic instruction in any branch or branches of knowledge. For this Ordinance, it specifically means public or parochial schools, elementary, junior high and high schools and private schools with equivalent curriculum.

Setback – The distance required to comply with the front, side or rear yard and open space

provisions set forth in this Ordinance, measured from the property line.

Shall – Means mandatory.

Shopping Center – One or more buildings containing retail businesses planned and developed as a unit with off-street parking provided on the property.

Sign – Any object, device or medium or part thereof situated outdoors or indoors which is used to advertise, identify, display, direct or attract attention to any object, person, institution, organization, business project, service, event or location by any means including words, letters, figures, designs, symbols, fixtures, color, motion, illumination or projected images. Signs do not include the following:

Flags of nations, states, cities, fraternal, religious and civic organizations.

- A. Merchandise, pictures or models of products or services incorporated with a window display.
- B. Time and temperature devices not related to a product.
- C. National, state, religious, fraternal, professional and civic symbols or crests, or works of art, which in no way identify a product or device. If, for any reason, it cannot be readily determined whether or not the object is a sign, the Town shall make such determination.

Sign Area – The total area of the space to be used for advertising purposes including the spaces between open-type letters and figures and including the background structure or other decoration or addition which is an integral part of the sign. Sign supports shall be excluded in determining the area of a sign.

Sign, Pole – A billboard or similar type of sign which is wholly supported by one (1) or more up-rights, poles or braces in the ground, separate from the structure or building.

Sign, Wall – Any sign attached to or erected against the wall of a building or structure with the exposed face of the sign in a plan parallel to the plane of the wall.

Single Family Residence – A dwelling designed for one (1) family occupancy.

Space – The area allocated for an individual mobile home within a mobile home park.

Spot Zoning – An illegal act of creating, through an ordinance, isolated parcels of land within the Town on which are designated land uses different from the zoning district which surrounds it.

Story – That portion of a building included between the upper surface of any floor and the upper surface of the floor next above except that the topmost story shall be that portion of the building included between the upper surface of the topmost floor and the ceiling or roof above. If the finished floor space is more than 6 ft. above grade for more than fifty percent (50%) of the total perimeter or is more than 12 ft. above grade at any point, such usable or unused

underfloor space shall be considered as a story.

Structure – That which is built or constructed, an edifice or building of any kind, or any place of work artificially built up or composed of parts joined together in some definite manner, including signs, but not including a fence or a wall of less than 4 ft. in height or any chain link fence not constituting a visual barrier, mailboxes, light standards or poles, lines, cables or transformers of a public utility.

Structure, Non-Conforming – Any structure which, on the effective date of this Ordinance, or as the result of subsequent amendments thereto, does not comply with the provisions of this Ordinance for the district in which the non-conforming structure is located.

Subdivision – The division or re-subdivision of any lot, tract or parcel of land into two (2) or more lots, plats, sites or other division of land.

Sub-divider – Any person or entity dividing or purposing to divide land so as to constitute a subdivision.

Substantial Improvement – Any repair, reconstruction or improvement of a structure, the cost of which equals or exceeds fifty percent (50%) of the market value of the structure either:

- A. before the improvement or the repair is started; or
- B. if the structure has been damaged and is being restored before the damage occurred. For the purpose of this definition, “substantial improvement” is considered to occur when the first alteration of any wall, ceiling, floor or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure.

The term does not include:

- A. Any project for improvement of a structure to comply with existing state or local health, sanitary or safety code specifications which are solely necessary to assure safe living conditions; or
- B. Any alteration of a structure listed on the National Register of Historic Places or a State Inventory of Historic Places.

Tiny Home - min. 200 sq. ft. - max 500 sq. ft.

- Allowed in MH zone as stand-alone dwelling
- Must have its own entrance, full kitchen/bath, living, sleeping space
- Must be built to TOG specifications

Tiny Home/ADU Village - A planned development, approved through the Planning and Zoning Commission, consisting of 4 or more tiny homes or ADU's.

- Allowed in MH and GB zones, approved through Planning and Zoning Commission.

Transient Occupancy – The rental or provisions for housing accommodations or rooms on a day-to-day basis.

Townhouse – A building that has single family dwelling units erected in a row as a single building on adjoining lots, each being separated from the adjoining unit or units by a party wall or walls extending from the basement floor to the roof along the dividing lot line. Each such building is separated from any other building by space on all sides and each dwelling unit has a separate water and sewer service. Each dwelling unit must be located on an individually owned lot.

Travel Trailer and Recreational Vehicle Park – Any area or tract of land rented to one or more persons or users for temporary parking or placement of travel trailer or recreational vehicle.

Travel Trailer – A non-motorized, vehicular, portable structure designed primarily as dwelling for travel, recreation and vacation uses only.

Trailer – A non-motorized vehicle designed primarily to be pulled behind a motorized vehicle to include, but not be limited to; house trailers, cargo trailers, utility trailers, flatbed trailers, boat trailers and truck trailers.

Units, Efficiency – An apartment with common areas for sleeping, cooking and/or living.

Unit, Rooming – A space for human occupancy lacking private bath and/or kitchen facilities.

Use – The purpose for which a site or structure is actually arranged, designed, constructed, moved, altered or enlarged or for which either a site or structure is or may be occupied or maintained.

Use, Non-Conforming – Any use which, on the effective date of this Ordinance, does not conform to the permitted or conditional use established for the district in which the non-conforming use is located.

Use, Permitted – A use which is specifically permitted and set forth as such in the designated district in this Ordinance.

Variance – Authorization for a property owner to depart from the literal requirements of this Ordinance as it applies to his land.

Wholesale Sales – The process of buying from the producers or manufacturer and selling to jobbers or retail dealers.

Yard – An open space, other than a court, on a lot unoccupied and unobstructed from the ground ward except as otherwise provided in this Ordinance.

Yard, Front – An open unoccupied space, on the same lot with a main building, extending the full width of the lot and situated between the street line and the front line of the building

projected into the side lines of the lot.

Yard, Rear – An open unoccupied space, on the same lot with the main building, between the rear line of the main building and the rear line of the lot, extending the full width of the lot.

Yard, Side – An open unoccupied space, on the same lot as the main building, situated between the building and the side line of the lot and extending from the front yard to the rear yard. Any lot line, not a rear yard line or a front yard line, shall be deemed as a side yard line.

SECTION 2: AMENDMENT “31.03.050 Mobile Home Residential - MH”
of the Town of Glenrock Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

31.03.050 Mobile Home Residential - MH

- A. The intent of this district is to establish and preserve a high density residential neighborhood for mobile home subdivisions and, under certain specified conditions, mobile home parks and recreational vehicle parks.
- B. Permitted Uses:
 - 1. One (1) mobile home residence;
 - 2. Single family residence;
 - 3. Duplex Dwelling;
 - 4. Churches;
 - 5. Schools;
 - 6. Home occupations;
 - 7. Accessory building use.
- C. Development Standards and Requirements:
 - 1. Minimum building site area – 6,000 sq. ft. for single family mobile home, single family residence and duplex dwelling;
 - 2. Minimum lot width – 36 ft.; or as restricted by solar access regulations.
 - 3. Maximum building height – 36 ft.; or as restricted by solar access regulations.
 - 4. Minimum setback from property lines:
 - a. Front yard – 25 ft.
 - b. Side Yard – 10 ft., with a minimum of 20 ft. between main structures unless a greater distance is required by the Uniform Building Code.
 - c. Rear Yard – 15 ft.(Note: See GTC 31.09 for certain exceptions for lots of record.)
 - 5. Minimum distance between main buildings – See the latest adopted Uniform Building Code
 - 6. Maximum building coverage, to include all structures, shall not exceed forty percent (40%) of the building site.
- D. Conditional Uses: See GTC 31.05.

- E. Special Uses Permitted: The following special uses may be permitted within the MH district under special conditions:
1. Mobile home park;
 2. Travel trailer and recreational vehicle park;
 3. Mobile home sales. Models for sale within a mobile home park, provided they do not occupy more than five percent (5%) of the total space within the park;
 4. Social and/or Recreational Center. Said center may contain a laundry, snack bar and/or a food store within the park. Said laundry, snack bar or food store must be located within the boundary of the park and may not be closer than 100 ft. from any property line of the park.
- F. Special Standard for Mobile Home or Recreational Parks:
1. Minimum square footage per unit – 5,000 sq. ft.
 2. Maximum building height – 36 ft.; or as restricted by solar access regulations.
 3. Minimum setback from property lines:
 - a. Front yard - 25 ft. from any public right-of-way. None from private roads;
 - b. Side yard - 10 ft. from space line; 15 ft. from exterior boundary of park;
 - c. Rear yard - 10 ft. from space line; 15 ft. from exterior boundary of park.
 4. Minimum distance between units – 25 ft.;
 5. Mobile home parks developed under this district shall conform to any mobile home park regulations adopted by the Town.
- G. Off-street Parking: See GTC 31.13
- H. Accessory Building: An accessory building not over 16 ft. in height or not exceeding the height of the primary structure, 1000 sq. ft. or seventy-five percent (75%) of the primary structure, whichever is larger, may be located in the rear yard only; provided that such building shall not come nearer than 5 ft. to any side property line and 2 ft. to any rear property line abutting an alley or 5 ft. from any property not abutting an alley.
1. Unattached garages may be located in the side yard provided the following:
 - a. Not to extend beyond the front line of the primary structure.
 - b. Maintain the 7.5 ft. side yard setback. Corner lot side yard setback shall maintain 15 ft. on street side.
 - c. Not to exceed 1000 sq. ft. or seventy-five percent (75%) of the footprint of the primary structure, whichever is larger.
 - d. May not exceed 16 ft. in height or exceed the height of the primary structure.
 - e. Similar in type of construction and external appearance of the primary structure.
 2. One story detached accessory buildings not exceeding 120 sq. ft. are exempt from building permit and setback requirements. Two such storage buildings may be located on one (1) building site. One such unit may be located in the side yard. No storage unit shall be allowed in the front yard.
 3. A conditional use permit is required for accessory structures that do not meet the above requirements.

AFTER AMENDMENT

31.03.050 Mobile Home Residential - MH

- A. The intent of this district is to establish and preserve a high density residential neighborhood for mobile home subdivisions and, under certain specified conditions, mobile home parks and recreational vehicle parks.
- B. Permitted Uses:
1. One (1) mobile home residence;
 2. Single family residence;
 3. Accessory Dwelling Unit (ADU) / Tiny Home:
 - a. Max 2 units if 40% allows.
(1) 40% Rule: Max of 40% of lot can be occupied by structure.
 4. Duplex Dwelling;
 5. Churches;
 6. Schools;
 7. Home occupations;
 8. Accessory building use.
 9. Tiny Home Village / ADU Village
- C. Development Standards and Requirements:
1. Minimum building site area – 6,000 sq. ft. for single family mobile home, single family residence and duplex dwelling;
 2. Minimum lot width – 36 ft.; or as restricted by solar access regulations.
 3. Maximum building height – 36 ft.; or as restricted by solar access regulations.
 4. Minimum setback from property lines:
 - a. Front yard – 25 ft.
 - b. Side Yard – 10 ft., with a minimum of 20 ft. between main structures unless a greater distance is required by the Uniform Building Code.
 - c. Rear Yard – 15 ft.(Note: See GTC 31.09 for certain exceptions for lots of record.)
 5. Minimum distance between main buildings – See the latest adopted Uniform Building Code
 6. Maximum building coverage, to include all structures, shall not exceed forty percent (40%) of the building site.
- D. Conditional Uses: See GTC 31.05.
- E. Special Uses Permitted: The following special uses may be permitted within the MH district under special conditions:
1. Mobile home park;
 2. Travel trailer and recreational vehicle park;
 3. Mobile home sales. Models for sale within a mobile home park, provided they do not occupy more than five percent (5%) of the total space within the park;
 4. Social and/or Recreational Center. Said center may contain a laundry, snack bar and/or a food store within the park. Said laundry, snack bar or food store must be located within the boundary of the park and may not be closer than 100 ft. from any property line of the park.

F. Special Standard for Mobile Home or Recreational Parks:

1. Minimum square footage per unit – 5,000 sq. ft.
2. Maximum building height – 36 ft.; or as restricted by solar access regulations.
3. Minimum setback from property lines:
 - a. Front yard - 25 ft. from any public right-of-way. None from private roads;
 - b. Side yard - 10 ft. from space line; 15 ft. from exterior boundary of park;
 - c. Rear yard - 10 ft. from space line; 15 ft. from exterior boundary of park.
4. Minimum distance between units – 25 ft.;
5. Mobile home parks developed under this district shall conform to any mobile home park regulations adopted by the Town.

G. Off-street Parking: See GTC 31.13

H. Accessory Building: An accessory building not over 16 ft. in height or not exceeding the height of the primary structure, 1000 sq. ft. or seventy-five percent (75%) of the primary structure, whichever is larger, may be located in the rear yard only; provided that such building shall not come nearer than 5 ft. to any side property line and 2 ft. to any rear property line abutting an alley or 5 ft. from any property not abutting an alley.

1. Unattached garages may be located in the side yard provided the following:
 - a. Not to extend beyond the front line of the primary structure.
 - b. Maintain the 7.5 ft. side yard setback. Corner lot side yard setback shall maintain 15 ft. on street side.
 - c. Not to exceed 1000 sq. ft. or seventy-five percent (75%) of the footprint of the primary structure, whichever is larger.
 - d. May not exceed 16 ft. in height or exceed the height of the primary structure.
 - e. Similar in type of construction and external appearance of the primary structure.
2. One story detached accessory buildings not exceeding 120 sq. ft. are exempt from building permit and setback requirements. Two such storage buildings may be located on one (1) building site. One such unit may be located in the side yard. No storage unit shall be allowed in the front yard.
3. A conditional use permit is required for accessory structures that do not meet the above requirements.

SECTION 3: AMENDMENT “31.03.070 General Business - GB” of the Town of Glenrock Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

31.03.070 General Business - GB

- A. The intent of this district is to establish and preserve a general business district for a variety of businesses serving wholesale, as well as retail customers, including those businesses requiring outdoor storage.
- B. Permitted Uses:
1. Any use permitted in the CBD and MUR district;
 2. Accessory buildings and uses;
 3. Animal clinic;
 4. Arena, commercial;
 5. Auto repair shop;
 6. Auto sales;
 7. Auto storage, but not salvage;
 8. Bus terminal;
 9. Business, retail, including outdoor storage;
 10. Business, wholesale, including outdoor storage;
 11. Communication tower and facility, commercial and public;
 12. Dairy, commercial;
 13. Farm implement sales and service;
 14. Frozen food locker;
 15. Greenhouse, commercial;
 16. Heavy equipment sales and service;
 17. Kennel, commercial;
 18. Landscaping nursery;
 19. Lumberyard;
 20. Mobile home sales or service;
 21. Recreational facility, public or private;
 22. Research lab or facility;
 23. School, trade or vocational; and
 24. Shopping center.
- C. Conditional Uses: See GTC 31.05
- D. Development Standards and Requirements:
1. Minimum building site area – None for business uses; 6,000 sq. ft. for residential uses.
 2. Maximum building height – 50 ft.; or as restricted by solar access regulations.
 3. Minimum building site area per dwelling unit – 500 sq. ft. per dwelling unit above the basic 6000 sq. ft. required for the first dwelling unit.
 4. Minimum setback from property lines:
 - a. Front yard – 20 ft. which may be used for off-street parking.
 - b. Side yard – 10 ft.
 - c. Rear yard – 10 ft. business, 15 ft. for residential.
 5. Minimum distance between main buildings – 20 ft.
 6. Townhouses shall meet the development standards of the R-2 district.
- E. Off-street Parking: See GTC 31.13
- F. Residential Buffer: Where commercial use abuts either a R-1 or R-2 District, the commercial use shall provide an adequate buffer in the form of plantings, berms and/or decorative walls or fences to buffer the residential district. Minimum height thereof

shall be 6 ft.

AFTER AMENDMENT

31.03.070 General Business - GB

- A. The intent of this district is to establish and preserve a general business district for a variety of businesses serving wholesale, as well as retail customers, including those businesses requiring outdoor storage.
- B. Permitted Uses:
1. Any use permitted in the CBD and MUR district;
 2. Accessory buildings and uses;
 3. ~~Animal clinic;~~
 4. Arena, commercial;
 5. Auto repair shop;
 6. Auto sales;
 7. Auto storage, but not salvage;
 8. Bus terminal;
 9. Business, retail, including outdoor storage;
 10. Business, wholesale, including outdoor storage;
 11. Communication tower and facility, commercial and public;
 12. ~~Dairy, commercial;~~ Commercial Dairy Processing Plant - No animals onsite.
 13. Farm implement sales and service;
 14. Frozen food locker;
 15. Greenhouse, commercial;
 16. Heavy equipment sales and service;
 17. Kennel, commercial;
 18. Landscaping nursery;
 19. Lumberyard;
 20. Mobile home sales or service;
 21. Recreational facility, public or private;
 22. Research lab or facility;
 23. School, trade or vocational; and
 24. Shopping center.
 25. Tiny Home Village / ADU Village
- C. Conditional Uses: See GTC 31.05
- D. Development Standards and Requirements:
1. Minimum building site area – None for business uses; 6,000 sq. ft. for residential uses.
 2. Maximum building height – 50 ft.; or as restricted by solar access regulations.
 3. Minimum building site area per dwelling unit – 500 sq. ft. per dwelling unit above the basic 6000 sq. ft. required for the first dwelling unit.
 4. Minimum setback from property lines:
 - a. Front yard – 20 ft. which may be used for off-street parking.
 - b. Side yard – 10 ft.

- c. Rear yard – 10 ft. business, 15 ft. for residential.
- 5. Minimum distance between main buildings – 20 ft.
- 6. Townhouses shall meet the development standards of the R-2 district.
- E. Off-street Parking: See GTC 31.13
- F. Residential Buffer: Where commercial use abuts either a R-1 or R-2 District, the commercial use shall provide an adequate buffer in the form of plantings, berms and/or decorative walls or fences to buffer the residential district. Minimum height thereof shall be 6 ft.

PASSED AND ADOPTED BY THE TOWN OF GLENROCK COUNCIL

	AYE	NAY	ABSENT	ABSTAIN
John Moulton	_____	_____	_____	_____
Bruce Roumell	_____	_____	_____	_____
Roy Kincaid	_____	_____	_____	_____
Margaret Nunn	_____	_____	_____	_____
Judi Colling	_____	_____	_____	_____

Presiding Officer

Attest

Bruce Roumell, Mayor, Town of
Glenrock

Tammy Taylor, Clerk, Town of
Glenrock

08/08/24
13:18:24

TOWN OF GLENROCK
Claim Approval List
For the Accounting Period: 8/24

Page: 1 of 11
Report ID: AP100

Hilltop National Bank
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
9740		1590 5 ACES PRINTING LLC	2,524.50					
	Acct 00018935							
		2668 07/31/24 TC - Advertising	1,275.00			101 5019	5210	1010
		2668 07/31/24 CD - Advertising	1,249.50*			101 5510	5210	1011
9742		754 VALLI INFORMATION SYSTEMS INC.	1,040.63					
	SW:	online pmt maint agreement						
	WA:	online pmt maint agreement						
		95831 07/31/24 SW: online pmt maint agreeme	75.00			242 5710	5400	1011
		95831 07/31/24 WA: online pmt maint agreeme	75.00			241 5701	5400	1011
		95754 07/30/24 SW: online pmt maint agreeme	445.31			242 5710	5400	1011
		95754 07/30/24 WA: online pmt maint agreeme	445.32			241 5701	5400	1011
9744		161 TOWN OF GLENROCK	5,102.41					
	Monthly Utilities							
		07/22/24 1049 PK - Pioneer	146.24			101 5430	5480	1011
		07/22/24 11581 SH - New Shop	63.48			101 5221	5480	1011
		07/22/24 1071 PK - Tot Lot	449.14			101 5430	5480	1011
		07/22/24 1075 PK - Rookstool	23.10			101 5430	5480	1011
		07/22/24 1131 - PK - Triangle	730.40			101 5430	5480	1011
		07/22/24 11387 - CB - Commerce Bldg	111.83			117 5540	5480	1011
		07/22/24 11024 - TS - Town Square	103.92			101 5430	5480	1011
		07/22/24 6226 - PK - Ballfield	1,169.33			101 5430	5480	1011
		07/22/24 11357 - PK - Dorsey	93.55			101 5430	5480	1011
		07/22/24 1021 - SH - Shop	86.58			101 5221	5480	1011
		07/22/24 5001 - PK - Shelter Area	693.58			101 5430	5480	1011
		07/22/24 5003 - LB - Lincoln Bldg	469.99			119 5550	5480	1011
		07/22/24 5004 - TH - City Hall	111.83			101 5021	5480	1011
		07/22/24 11580 - PW - Wash Bay	63.48			101 5221	5480	1011
		07/22/24 1154 - PK - Doerkin #2	15.75			101 5430	5480	1011
		07/22/24 40001 - PK - Doerkin #1	15.75			101 5430	5480	1011
		07/22/24 11194 - PK - Concession Stand	23.10			101 5430	5480	1011
		07/22/24 11011 - PK - 303 W Birch	15.75			101 5430	5480	1011
		07/22/24 1189 - PK - Pathway Irrigation	217.48			101 5430	5480	1011
		07/22/24 11056 - SH - 111 S 8th	15.75			101 5221	5480	1011
		07/22/24 11400 - BRC - Sharps	111.83			118 5505	5510	1011
		07/22/24 11403 - BRC - Paint Bldg	15.75			118 5505	5510	1011
		07/22/24 11404 - BRC - Irrigation	354.80			118 5505	5510	1011

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TOWN OF GLENROCK
Claim Approval List
For the Accounting Period: 8/24

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Hilltop National Bank
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
9749		437 NAPA - GLENROCK	442.86					
		July 2024 Statements						
		07/31/24 PK - Supplies	91.04			101 5430	5590	1011
		07/31/24 WA - Supplies	51.40			241 5701	5590	1011
		07/31/24 SH - Supplies	48.80			101 5221	5590	1011
		07/31/24 ST - Equipment	18.98			101 5201	5540	1011
		07/31/24 SH - Equipment	78.20			101 5221	5540	1011
		07/31/24 SA - Supplies	31.26			243 5720	5590	1011
		07/31/24 TH - Supplies	15.28			101 5021	5590	1011
		07/31/24 ST - Supplies	26.98			101 5201	5590	1011
		07/31/24 SA - Vehicle Maint	54.69			243 5720	5560	1011
		07/31/24 PD - Vehicle Maint	26.23*			101 5101	5560	1011
9750		92 DANA KEPNER COMPANY INC.	13,308.61					
		WA - Equipment						
		2238549 08/02/24 WA - Equipment	4,709.64			241 5701	5590	1011
		2237902 07/19/24 WA - Equipment	8,598.97			241 5701	5590	1011
9751		69 HAWKINS, INC.	460.08					
		WA - Chemicals						
		6806335 07/12/24 WA - Chemicals	440.08			241 5701	5400	1011
		6808207 07/15/24 WA - Chlorine	20.00			241 5701	5400	1011
9752		33 HERITAGE LANDSCAPE SUPPLY GROUP	370.85					
		PK - Supplies						
		16901224 07/26/24 PK - Supplies	22.25			101 5430	5590	1011
		16647641 07/11/24 PK - Supplies	348.60			101 5430	5590	1011
9753		1586 PEPSI COLA CASPER	467.00					
		TS - Concessions						
		2199231837 08/01/24 TS - Concessions	156.00*			101 5440	5807	1011
		2199231042 07/25/24 TS - Concessions	144.00*			101 5440	5807	1011
		2199230242 07/18/24 TS - Concessions	31.00*			101 5440	5807	1011
		2199228971 07/04/24 TS - Concessions	136.00*			101 5440	5807	1011
9754		1110 ALSCO	348.18					
		TH & TS - Floor Mats						
		1613991 08/06/24 TH - Floor Mats	117.77			101 5021	5510	1011
		1611633 07/23/24 TH - Floor Mats	117.77			101 5021	5510	1011
		1609361 07/09/24 TS - Floor Mats	56.32			101 5440	5510	1011
		1611629 07/23/24 TS - Floor Mats	56.32			101 5440	5510	1011

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TOWN OF GLENROCK
Claim Approval List
For the Accounting Period: 8/24

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Report ID: AP100

Hilltop National Bank
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
9755		644 FERGUSON WATERWORKS #1116	420.00					
	WA - Equipment							
		1537874 07/25/24 WA - Equipment	420.00			241 5701	5590	1011
9756		45 ENERGY LABORATORIES, INC	507.00					
	WA - Analysis; SW - Influent/Effluent							
		646501 07/28/24 WA - Analysis	66.00			241 5701	5400	1011
		645776 07/24/24 SW - Influent/Effluent	322.00			242 5710	5400	1011
		648581 08/06/24 WA - Analysis	66.00			241 5701	5400	1011
		648583 08/06/24 WA - Analysis	53.00			241 5701	5400	1011
9757		190 WY WATER DEVELOPMENT COMMISSIO	250.00					
	WA - Lease							
		07/10/24 WA - Lease	250.00			241 5701	5203	1011
9758		1617 ANDREW MORTON	110.00					
	WA - Refund Deposit							
		3112-02 07/19/22 WA - Refund Deposit	110.00			241 4601		1011
9759		1492 IT'S THE LITTLE THINGS IN LIFE	1,035.00					
	TS - Concessions							
		12 07/21/24 TS - Concessions	1,035.00*			101 5440	5807	1011
9760		179 WY CONF. OF BLDG. OFFICIALS	50.00					
	BI - Membership							
		07/22/24 BI - Membership	50.00			101 5023	5280	1011
9761		1275 ROCK SOLID SST / RICHARD CRAYS	21.00					
	PD - Uniforms							
		071224gpd 07/12/24 PD - Uniforms	21.00			101 5101	5110	1011
9762		1582 FARLEY'S IMPORTS CAR CARE INC.	846.78					
	PD - Vehicle Repairs							
		38350 07/22/24 PD - Vehicle Repairs	846.78*			101 5101	5560	1011
9763		212 MOTOROLA	11,198.55					
	PD - Equipment							
		8281924567 06/28/24 PD - Equipment	5,485.50			101 5101	5791	1011
		1411099024 07/01/24 PD - Membership	495.00			101 5101	5280	1011
		8281828451 02/23/24 PD - Equipment	466.60			101 5101	5790	1011
		8281849035 03/19/24 PD - Equipment	277.80			101 5101	5790	1011
		8281901956 05/29/24 PD - Equipment	3,978.65			101 5101	5790	1011
		1411099024 07/01/24 PD - Subscription	495.00			101 5101	5230	1011

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
9764		1549 RTS TACTICAL GOVERNMENT	5,596.67					
	PD - Cap Proj							
		07/22/24 PD - Cap Proj	5,596.67			101 5101	5800	1011
9765		978 WILLIAMS, PORTER, DAY & NEVILLE,	2,562.50					
	PS - Legal Fees							
		12397 07/17/24 PS - Legal Fees	793.00			101 5025	5201	1011
		12396 07/17/24 PS - Legal Fees	1,769.50			101 5025	5201	1011
9766		74 HOMAX	2,665.57					
	PD & ACO - Fuel							
		28726 07/31/24 PD - Fuel	2,434.80			101 5101	5570	1011
		28726 07/31/24 ACO - Fuel	230.77			101 5160	5570	1011
9767		1620 BOBBI'S CLASSIC DINER & MOTEL	6,270.29					
	CD - Facade (10,940.57 x 50%) and Paint Grant (\$1600 x 50%)							
		Facade 08/06/24 CD - Facade Grant	5,470.29			101 5510	5821	1011
		Paint 08/06/24 CD - Paint Grant	800.00			101 5510	5821	1011
9768		1506 GRAVES CONSULTING, LLC	4,000.00					
	TC - HR Services							
		240826 08/01/24 TC - HR Services	4,000.00			101 5019	5230	1011
9769		1568 PATRIOT TIRE AND AUTO LLC	162.86					
	SH - Tire; BI - Oil Change							
		4497 07/17/24 SH - Tire	79.16			101 5221	5560	1011
		4536 07/07/24 BI - Vehicle Maint	83.70			101 5023	5570	1011
9770		171 VERIZON WIRELESS	731.24					
	PW - Phones/Tablets							
		9969520409 07/20/24 PW - Phones/Tablets	731.24			101 5221	5480	1011
9771		1525 CENTURY LINK	172.27					
	HC - 2810							
		07/22/24 HC - 2810	172.27			101 5460	5450	1011
9772		134 CENTURY LINK	652.16					
	Monthly Statements							
		07/22/24 SH - 3454	119.81			101 5221	5480	1011
		07/22/24 TH - 5753	308.99			101 5021	5480	1011
		07/22/24 PD 1643429	63.17			101 5101	5450	1011
		08/01/24 SH - 9539	160.19			101 5221	5480	1011

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
9773		1307 DOOLEY OIL INC.	3,990.42					
	PW - Fuel							
		361106 07/30/24 PW - Fuel	876.44			241 5701	5570	1011
		360949 07/29/24 SH - Fuel	3,113.98			101 5221	5570	1011
9774		1427 WY LOCAL GOVT LIAB, POOL JPB	1,000.00					
	PS - Insurance							
		15481 07/31/24 PS - Insurance	1,000.00			101 5026	5290	1011
9775		22 CEPI	5,105.00					
	Monthly Invoices							
		22-061-05 07/26/24 CD - Glenrock Pathway	1,875.00			101 5510	5230	1011
		23-079-06 07/31/24 CD - ECI Car Wash	3,230.00			101 5510	5230	1011
9776		3 ANDREEN HUNT CONSTRUCTION, INC	28,546.00					
	ST - Town Square Wall Project (Final & Retainage)							
		22-061-5 07/31/24 ST - TS Wall Project	15,546.00			101 5201	5800	1011
		22-061-4 07/31/24 ST - TS Wall Project	13,000.00			101 5201	5800	1011
9777		1015 RENEGADE OFF-ROAD & DRIVELINE	563.48					
	PD - Vehicle Maint							
		8937 07/16/24 PD - Vehicle Maint	372.72			101 5101	5570	1011
		8970 07/30/24 PD - Vehicle Maint	74.17			101 5101	5570	1011
		8986 08/05/24 PD - Vehicle Maint	116.59			101 5101	5570	1011
9778		1006 BILL FRIEDA	94.58					
	PD - Reimbursement - Supplies							
		07/31/24 PD - Supplies	94.58			101 5101	5590	1011
9779		1291 COCA COLA BOTTLING	43.75					
	DSP - Supplies							
		4797384 07/23/24 DSP - Supplies	43.75			101 5150	5580	1011
9780		1263 APPLIED CONCEPTS, INC.	6,170.00					
	PD - Equipment							
		441273 07/15/24 PD - Equipment	6,170.00			101 5101	5790	1011
9781		288 APT US&C	159.00					
	FN - Membership							
		28852 08/01/24 FN - Membership	159.00			101 5007	5280	1011

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
9782		989 PDS	804.00					
		IT - Subscription						
		9737 08/01/24 IT - Subscription	804.00			101 5004	5281	1011
9783		1555 CASPER WINDOW AND DOOR	144.45					
		TH - Repairs						
		13113 07/30/24 TH - Repairs	144.45			101 5021	5510	1011
9784		1152 ROCKY MOUNTAIN WASH, LLC	23.75					
		PD - Vehicle Maint						
		66026 08/01/24 PD - Vehicle Maint	23.75*			101 5101	5560	1011
9785		1409 PRICE CLEANING SERVICES	1,420.00					
		TH & CB - Cleaning Service						
		45 08/01/24 TH - Cleaning Service	810.00			101 5021	5510	1011
		45 08/01/24 CB - Cleaning Service	610.00			117 5540	5510	1011
9786		507 MOUNTAIN WEST/WERCS COMM. INC.	67.95					
		HC - Internet						
		20240801-1 08/01/24 HC - Internet	67.95			101 5460	5450	1011
9787		957 US Postal Service	120.00					
		FN - Box Rental						
		08/01/24 FN - Box Rental	120.00			101 5007	5360	1011
9788		110 MENARDS	778.26					
		Monthly Invoices						
		89944 07/11/24 TS - Supplies	131.46			101 5440	5590	1011
		90915 07/29/24 WA - Equipment	103.11			241 5701	5790	1011
		90987 07/30/24 WA - Equipment	39.68			241 5701	5790	1011
		90782 07/26/24 PD - Equipment	29.97			101 5101	5800	1011
		91042 07/31/24 PK - Supplies	191.68			101 5430	5590	1011
		91042 07/31/24 WA - Supplies	191.68			241 5701	5590	1011
		90640 07/24/24 HC - Supplies	90.68			101 5460	5510	1011
9789		78 HOODS EQUIPMENT & SPRINKLER	874.10					
		TS - Equipment						
		105364 07/25/24 TS - Equipment	874.10			101 5440	5790	1011

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
9790		1167 BUSTER INC	944.00					
	PK - Vehicle Repairs							
		8773 06/10/24 PK - Vehicle Repairs	944.00			101 5430	5560	1011
9791		1387 BRENT PHILLIPS	3,345.00					
	TS - Events							
		2417 08/01/24 TS - Events (Sound)	3,345.00			101 5440	5806	1011
9792		1604 SECURE GUNZ LLC	245.00					
	TS - Event Security							
		899 07/28/24 TS - Event Security	245.00			101 5440	5806	1011
9793		1598 COLBY DANOS	495.00					
	TS - Contract Help							
		102 08/05/24 TS - Contract Help	495.00			101 5440	5204	1011
9794		1292 WYOMING HEROES FUND	450.00					
	PD - Sponsorship							
		07/30/24 PD - Sponsorship	450.00			101 5101	5475	1011
9795		1622 MILE HIGH SHOOTING ACCESSORIES	1,307.14					
	PD - Cap Proj							
		48048 07/22/24 PD - Cap Proj	1,307.14			101 5101	5800	1011
9796		1621 CONVERSE COUNTY TECHNICAL SVCS.	8,600.00					
	IT - Support & Subscription							
		2406-02 07/31/24 IT - Support	5,000.00			101 5004	5230	1011
		2407-02 08/01/24 IT - Subscription	3,600.00			101 5004	5281	1011
9797		24 GLENROCK HARDWARE HANK	566.23					
	July 2024 Statement							
		TS - Supplies	156.14			101 5440	5590	1011
		PK - Supplies	193.45			101 5430	5590	1011
		SH - Supplies	35.30			101 5221	5590	1011
		ACO - Shelter	83.85			101 5160	5605	1011
		PK - Equipment	24.99			101 5430	5540	1011
		HC - Maint	19.35			101 5460	5510	1011
		LB - Maint	4.79			119 5550	5510	1011
		WA - Supplies	48.36			241 5701	5590	1011

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Hilltop National Bank
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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
9798		1451 VECTOR SOLUTIONS LEARNING LLC	982.24					
	PD - Subscriptions							
		102013 08/03/24 PD - Subscriptions	982.24			101 5101	5280	1011
9799		388 GLENROCK GAS N* GO	80.00					
	PD - Fuel							
		07/31/24 PD - Fuel	80.00			101 5101	5570	1011
9800		187 GLENROCK SUPER FOODS	117.02					
	July 2024 Statement							
		SH - Supplies	57.21			101	5221 5590	1011
		ACO - Shelter	13.49			101	5160 5605	1011
		PK - Supplies	10.36			101	5430 5590	1011
		TH - Supplies	35.96			101	5021 5590	1011
9801		277 GLENROCK HEALTH CENTER	80.00					
	PW - Testing							
		23803 05/29/24 PW - Testing	80.00			241 5701	5400	1011
9802		35 CROSSROADS VET SERVICES, INC.	230.00					
	ACO - Prof Services							
		558061 07/02/24 ACO - Prof Svcs	100.00			101 5160	5230	1011
		557995 06/28/24 ACO - Prof Svcs	130.00			101 5160	5230	1011
9803		1623 ARETE DESIGN GROUP	1,687.80					
	SH - Cap Proj - Design							
		10464 08/01/24 SH - Cap Proj - Design	1,687.80			101 5221	5800	1011
9804		1624 FLOCK GROUP INC.	19,450.00					
	PD - Cap Proj Exp							
		44413 07/26/24 PD - Cap Proj Exp	19,450.00			101 5101	5800	1011
9805		20 CONVERSE CO. BANK/VISA	2,707.85					
	Monthly Statements							
		07/07/24 IT - Subscriptions	120.00			101 5004	5281	1011
		07/29/24 PD - Supplies	128.48			101 5101	5580	1011
		07/01/24 TS - Concessions	911.23			101 5440	5807	1011
		07/01/24 TS - Events	262.29			101 5440	5806	1011
		07/01/24 TS - Maintenance	118.54			101 5440	5510	1011
		07/01/24 TS - Fuel	41.07			101 5510	5570	1011
		07/01/24 TS - Supplies	75.13			101 5440	5590	1011
		07/02/24 WA - Uniforms	124.74			241 5701	5110	1011
		07/06/24 WA - Uniforms	464.05			241 5701	5110	1011
		07/05/24 ST - Uniforms	251.10			101 5201	5110	1011

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
		07/09/24 PK - Vehicle Maint	40.12			101 5430	5560	1011
		07/24/24 BI - Minor Equipment	32.53			101 5023	5540	1011
		07/10/24 SH - Supplies	20.06			101 5221	5590	1011
		07/10/24 ST - Uniforms	82.44			101 5201	5110	1011
		07/12/24 SH - Office Supplies	4.20			101 5221	5580	1011
		07/25/24 SH - Supplies	31.87			101 5221	5590	1011
9807		1452 MADISON LIQUIDATORS	10,368.08					
TH - Furniture								
		18510 08/08/24 TH - Furniture	10,368.08			101 5021	5790	1011
		# of Claims	61	Total:				162,877.11

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Fund Summary for Claims
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Fund/Account	Amount
101 GENERAL FUND	
1010 Cash - Checking	1,275.00
1011 Money Market 800-461-6	141,761.39
117 COMMERCE BLOCK	
1011 Money Market 800-461-6	721.83
118 BRC GRANT	
1011 Money Market 800-461-6	482.38
119 BRONCO BUILDING	
1011 Money Market 800-461-6	474.78
241 WATER FUND	
1011 Money Market 800-461-6	17,233.47
242 SEWER FUND	
1011 Money Market 800-461-6	842.31
243 SANITATION FUND	
1011 Money Market 800-461-6	85.95
Total:	162,877.11

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We the undersigned affirm that the charges are true and correct and accurately reflect the charges due to the Town of Glenrock this 22nd day of July, 2024.

Mayor Bruce Roumell

Council Member Judi Colling

Council Member Roy Kincaid

Council Member John Moulton

Council Member Margaret Nunn

Treasurer Kelly Lewis