

AGENDA
PLANNING AND ZONING MEETING
September 19, 2019
6:00 P.M.
COUNCIL CHAMBERS
CITY HALL, 200 NORTH DAVID

Meetings can be viewed online at www.casperwy.gov on the Planning Commission web page.

PLANNING AND ZONING POLICY
PUBLIC STATEMENTS

1. Use of Cellular telephones is not permitted, and such telephones shall be turned off or otherwise silenced during the Planning and Zoning Meeting.
2. Speaking to the Planning and Zoning Commission (These guidelines are also posted at the podium in the Council Chambers).
 - Clearly state your name and address.
 - Please keep your remarks pertinent to the issue being considered by the Planning and Zoning Commission.
 - Please do not repeat the same statements that were made by a previous speaker.
 - Please speak to the Planning and Zoning Commission as you would like to be spoken to.
 - Please do not address Applicants or other audience members directly.
 - Please make your comments at the podium and directed to the Planning and Zoning Commission.
3. The City of Casper Planning and Zoning Commission is a volunteer body composed of members of the Casper Community, and appointed by the Casper City Council. The Commission acts as a quasi-judicial panel, making final decisions on some specific items, and recommendations to the City Council on others as dictated by law. The Commission may only consider evidence about any case as it relates to existing law. The Commission cannot make or change planning or zoning laws, regulations, policies or guidelines.

AGENDA

I. CALL TO ORDER

II. MINUTES: August 15, 2019

III. PUBLIC HEARINGS:

- A. **PLN-19-025-Z**- Petition for a zone change of a 2.8-acre portion of Tract 4, North Platte River Park Addition, generally located at the corner of Events Drive and North Poplar Street, north of Wilkins Way, from PH (Park Historic) to C-4 (Highway Business). Applicant: East Elkhorn Ranch, LLC.

- B. **PLN-19-026-Z** – Petition for a zone change of 1.65-acres, generally located at the northwest corner of SW Wyoming Blvd and South Coffman Avenue, described as Tract A, Garden Creek Square Addition, from Planned Unit Development (PUD) to General Business (C-2). Applicant: Housing Solutions, LLC, and JVG, LLC.

V. COUNCIL ACTIONS:

The following item(s) have been approved by the City Council since the last Planning and Zoning Commission meeting.

Zone Change of 442 North Lennox to C-2 (General Business)

Zone Change of 1014 Glenarm Street (former North Casper Elementary School) to C-2 (General Business)

VI. SPECIAL ISSUES:

VII. COMMUNICATIONS:

- A. **Commission**
- B. **Community Development Director**
- C. **Council Liaison**
- D. **OYD and Historic Preservation Commission Liaisons**
 - 1) **Minutes from July 1, 2019 OYD (Old Yellowstone District Advisory Committee) (attached)**
 - 2) **Minutes from August 12, 2019, Historic Preservation Commission Meeting (attached)**
- E. **Other Communications**

VIII. ADJOURNMENT

**PLANNING AND ZONING MEETING
THURSDAY, August 15, 2019
CITY COUNCIL CHAMBERS**

These minutes are a summary of the meeting. For full details view online at www.casperwy.gov on the Meetings and Agendas web page. The Planning and Zoning Commission held a meeting at 6:00 p.m., on Thursday August 15, 2019, in the Council Chambers, City Hall, 200 North David Street, Casper, Wyoming.

Members Present: Bob King
 Fred Feth
 Chuck Davis
 Erik Aune
 Randy Hein
 Susan Frank
 Terry Wingerter

Absent Members: None

Others present: Craig Collins, City Planner
 Dee Hardy, Administrative Support Technician
 Wallace Trembath, Assistant City Attorney
 Bob Hopkins, Council Liaison
 David Dewald, 122 South Elk Street

I. MINUTES OF THE PREVIOUS MEETINGS

Chairman King asked if there were additions or corrections to the minutes of the July 18, 2019 Planning & Zoning Commission meeting.

Chairman King called for a motion to approve the minutes of the July 18, 2019 Planning & Zoning Commission meeting.

Mr. Davis made a motion to approve the minutes of the July 20, 2019 meeting. The motion was seconded by Mr. Wingerter. All those present voted aye. Motion carried.

II. PUBLIC HEARING

The first case this evening:

PLN-19-020-RZ – Petition to plat a subdivision of a portion of the NE1/4NE1/4, Section 16, T. 33 N, R. 79 W, 6th P.M., Natrona County, as Dewald Divide Addition, comprising 6.33-acres, more or less; and a request for rezoning of the proposed subdivision from ED (Educational District), to Lot 1 - ED (Educational District), Lot 2 - C-2 (General Business), and Lot 3 - R-4 (High-Density Residential), located at 1536 Oakcrest Avenue (*Former Grant School site*). Applicant: David Wayne Dewald, Trustee of the David Dewald Revocable Trust dated January 22, 2015.

Craig Collins, City Planner presented the staff report and entered seven (7) exhibits into the record for this case.

Chairman King opened the public hearing and asked for the person representing the case to come forward and explain the application.

David Dewald, 122 South Elk Street, spoke in favor of this case and advised that he would answer any questions.

Chairman King asked if modifications had been made to the Grant school building.

Mr. Dewald stated that the electrical service had been updated and fire suppression has been added to meet code requirements.

Mr. Wingerter asked about the property line that runs through a Quonset hut.

Mr. Dewald discovered the issue when he purchased the property and had it surveyed. He noted that the Quonset hut encroaches his property and he is working the City Attorney to resolve the issue.

Mr. Hein asked what he planned for the lot with the hill.

Mr. Dewald stated that he doesn't have anything planned for that lot at this time. He advised that he has considered building an inland light house on that lot.

Mr. Davis inquired about a time frame for construction to begin in the R-4 (High Density Residential) lot.

Mr. Dewald advised that he does not have any construction plans in the near future.

Chairman King asked for anyone wishing to comment in favor of, or opposition to this case.

There being no one to speak, Chairman King closed the public hearing and entertained a motion to approve, deny, or table PLN-19-020-RZ request to plat a subdivision of a portion of the NE1/4NE1/4, Section 16, T. 33 N, R. 79 W, 6th P.M., Natrona County, as Dewald Divide Addition.

Ms. Frank made a motion to approve case PLN-19-020-RZ, a request to plat a subdivision of a portion of the NE1/4NE1/4, Section 16, T. 33 N, R. 79 W, 6th P.M., Natrona County, as Dewald Divide Addition, and forward a “do pass” recommendation to Council. The motion was seconded by Mr. Hein. All those present voted aye. Motion carried.

Ms. Frank made a motion to approve case PLN-19-020-RZ, to rezone Lot 1 - ED (Educational District), Lot 2 - C-2 (General Business), and Lot 3 - R-4 (High-Density Residential), located at 1536 Oakcrest Avenue (*Former Grant School site*), and forward a “do pass” recommendation to Council. The motion was seconded by Mr. Wingerter.

Discussion:

Mr. Aune stated he had concerns about the zone change based on the zoning of surrounding properties.

Mr. Davis asked if his concern was with Lot 2.

Mr. Aune stated the Lots that concerned him were Lots 3 and 4.

Chairman King asked for members to cast their vote. All those present voted aye with the exception of Mr. Aune who voted nay. Motion carried.

III. COUNCIL ACTIONS:

The following item(s) have been approved by the City Council since the last Planning and Zoning Commission meeting.

Replat to create the ANB Bank Addition.

IV. SPECIAL ISSUES:

There were none.

V. COMMUNICATIONS:

- A. Commission:
There were none.
- B. Community Development Director:
There were none.
- C. Council Liaison:
There were none.
- D. OYD and Historic Preservation Commission Liaisons
There were none.

Casper Historic Preservation

Mr. Wingerter stated at their monthly meeting, held Monday August 12, 2019 there was discussion on the proposed changes to the Casper Historic Preservation Commission rules and regulations regarding term limits. It will be before City Council on Tuesday, October 1, 2019. He mentioned two (2) demolition permits had been issued to 229 South Elk on June 24, 2019, and 949 south McKinley Street.

- E. Other Communications:
Mr. Wingerter asked staff if they had been in contact with Skyline Towers, regarding an adjacent piece of City property. He stated that they were wanting to purchase that property. Mr. Collins advised that all City property for sale must go out to bid. He stated that Skyline Towers has a possibility of losing a parking should that property go out for bid.

Chairman King stated that the next Planning and Zoning Commission meeting will be held Thursday, September 19, 2019.

VI. ADJOURNMENT


Chairman King called for a motion for the adjournment of the meeting. A motion was made by Mr. Wingerter and seconded by Ms. Frank to adjourn the meeting. All present voted aye. Motion carried. The meeting was adjourned 6:23 p.m.

Chairman

Secretary

September 13, 2019

MEMO TO: Bob King, Chairman
Members of the Planning and Zoning Commission

FROM: Liz Becher, Community Development Director 
Craig Collins, AICP, City Planner

SUBJECT: PLN-19-025-Z- Petition for a zone change of a 2.8-acre portion of Tract 4, North Platte River Park Addition, generally located at the corner of Events Drive and North Poplar Street, north of Wilkins Way, from PH (Park Historic) to C-4 (Highway Business). Applicant: East Elkhorn Ranch, LLC

Recommendation:

If, after hearing public testimony, and considering the facts of the case, the Planning and Zoning Commission finds that the proposed zone change meets the minimum requirements of the Casper Municipal Code, and is in conformance with the Comprehensive Land Use Plan, staff would recommend approval of the zone change, with a “do pass” recommendation to the City Council.

Code Compliance:

Staff has completed all public notice requirements of Section 17.12.170 of the Casper Municipal Code pertaining to zone changes including notification of property owners within 300 feet by first class mail, posting a sign on the property, and publishing legal notice in the Casper Star-Tribune. At this time, three letter of opposition has been received, and has been included for the Commission’s consideration.

Summary:

East Elkhorn Ranch, LLC has applied for a zoning classification change of a 2.8-acre parcel of property located at the corner of Events Drive and North Poplar Street, directly east of the Central Wyoming Counseling Center property. The subject property is currently zoned PH (Park Historic) and the applicants have requested that it be rezoned to C-4 (Highway Business). The property is currently undeveloped.

This property was acquired by the applicant, from the City, several years ago in a land trade. In that the property is no longer under City ownership, the PH (Park Historic) zoning of the property is no longer appropriate, and hinders the future development of the property. Surrounding zoning in the area includes C-4 (Highway Business) to the south, and PH (Park Historic) on all other sides. According to the zone change application submitted by the applicant, upon approval of the rezoning, the lot will be listed for sale.

Section 17.12.170 of the Casper Municipal Code requires that staff review zoning applications in the context of the approved Comprehensive Land Use Plan, and provide a recommendation to the Planning and Zoning Commission and City Council as to how the zone change is either supported, or not supported. The Generation Casper Comprehensive Plan provides a Future Land Use Plan (FLU), which is found in Chapter Four (4), on Page 4-26. The FLU is an illustrative map that identifies the physical distribution of land uses, and forms the basis for future zoning and land use regulations. The subject property is located in a transition area between the area to the south designated as a “community center” and the area to the north, which is designated as “Parks and Open Space.” Page 4-33 of the Plan provides general characteristics of areas designated as community centers. Primary land uses include retail, trade, service uses and offices with supporting multifamily residential.

Chapter Three (3) of the Plan provides principles and goals. Principles and goals that may be applicable to the requested zone change are as follows:

Principle ECH1 – **Balanced Uses:** Encourage a balance of land uses and provide adequate space and distribution for all uses across the community through identified and planned locations (Pg. 3-5)

Goal ECH1-2 – **Commercial and Employment Space:** Promote the redevelopment of underutilized commercial and industrial space to accommodate new uses. (Pg. 3-5)

Section 17.76.020 of the Municipal Code lists the following land uses as being permitted in the proposed C-4 (Highway Business) zoning district.

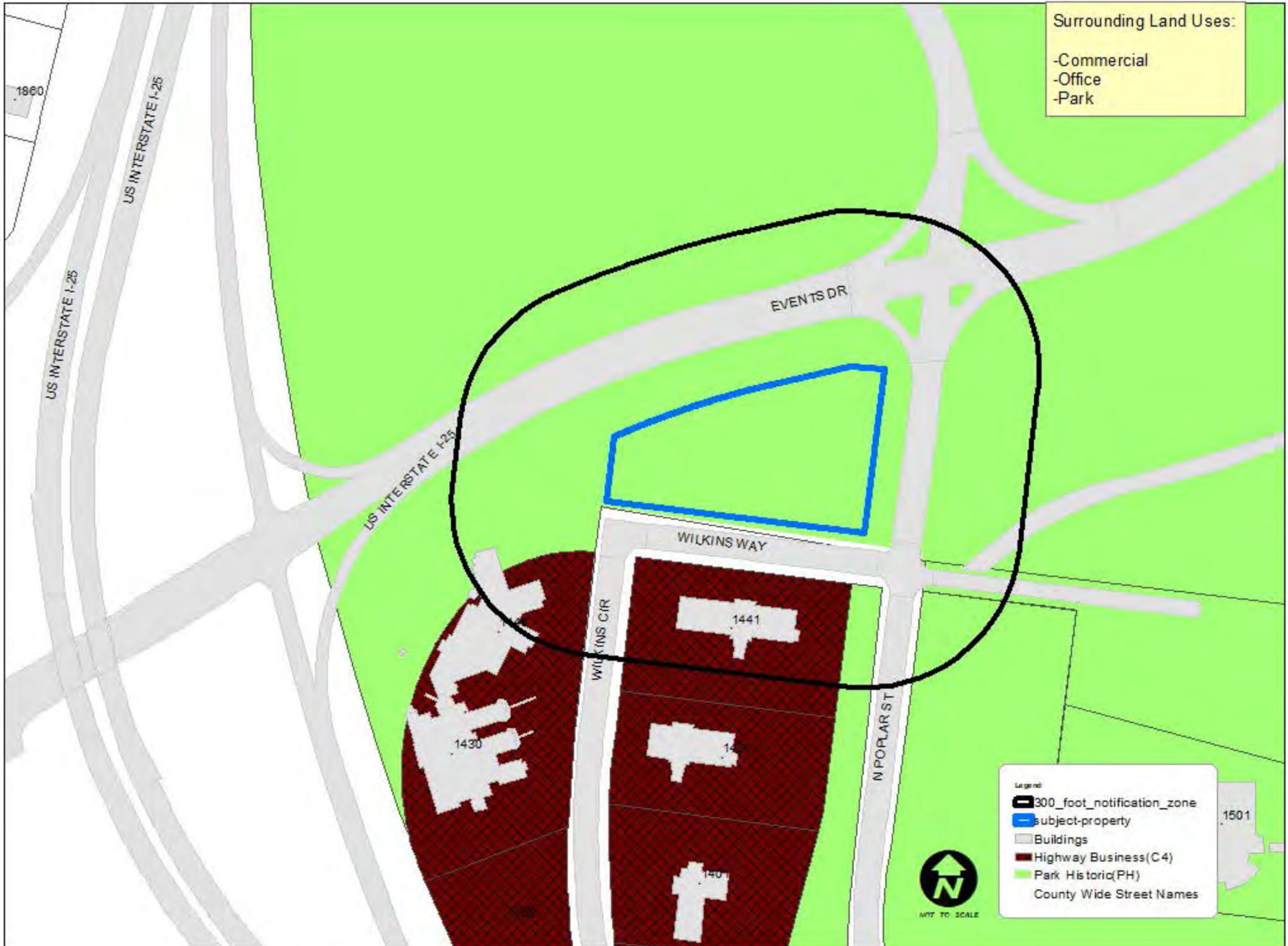
1. Animal shelters, animal clinics, and animal boarding and treatment centers;
2. Assembly of devices or instruments, or packaging of products from previously prepared materials;
3. Automobile parks;
4. Automobile sales and repair areas and shops;
5. Automobile service stations, automobile service centers, and public garages;
6. Bed and breakfast;
7. Bed and breakfast homestay;
8. Bed and breakfast inn;
9. Builders' supply yards;
10. Churches;
11. Clubs and lodges;
12. Commercial dairies (excluding dairy farms);
13. Commercial laundries;
14. Convenience establishment, high volume;
15. Dance studios;
16. Day-care, adult;
17. Child care center;

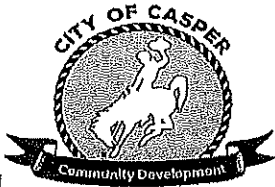
18. Family child care center - zoning review;
19. Family child care home;
20. Family child care home - zoning review;
21. Drive-in/through facilities such as restaurants, package liquors, branch banks, etc.;
22. Farm implement sales and service;
23. Frozen food lockers;
24. Greenhouses;
25. Grocery stores;
26. Group homes;
27. Heliports;
28. Homes for the homeless (emergency shelters);
29. Hotels, motels;
30. Kennels;
31. Manufactured home (mobile) sales;
32. Medical laboratories, clinics, health spas, rehabilitation centers, real estate brokers, insurance agents, and public health facilities;
33. Nurseries;
34. Offices, general and professional;
35. Parks, playgrounds, historical sites, golf courses, and other similar recreational facilities;
36. Pawn shops;
37. Personal service shops;
38. Pet supplies;
39. Plumbing, welding, electrical supply, service shops, and fabrication shops;
40. Printing and newspaper houses;
41. Public utility and public service installations and facilities, including repair and storage facilities;
42. Radio and television stations, including transmitting and receiving towers;
43. Recreation centers, restaurants, cafes, coffee shops, and retail business;
44. Retail businesses;
45. Sale barns;
46. Trade or business schools;
47. Transportation depots;
48. Truck/car stops;
49. Warehouses, indoor and outdoor storage.
50. Sexually oriented businesses, pursuant to all regulations set forth in Section 9.24.110 of the municipal code;
51. Neighborhood assembly uses;
52. Regional assembly uses;
53. Branch community facilities;
54. Neighborhood grocery.

Wilkins Rezone



Wilkins Rezone





City of Casper Planning Division

Zone Change Application

OWNER/PETITIONER'S INFORMATION:

NAME: East Elkhorn Ranch, LLC
ADDRESS: 441 Landmark Dr., Ste 100 Casper WY 82601
TELEPHONE: 307-234-0583 EMAIL: Wthompson@HCKMurry.net

PETITION THE CITY TO REZONE THE FOLLOWING DESCRIBED REAL PROPERTY:

LEGAL DESCRIPTION: Part of Tract 4, North Platte River Park Addit (2.8 acres)
STREET ADDRESS: Corner of Events Drive + Poplar St. (North)
FROM EXISTING ZONING DISTRICT: Park Historic District
TO PROPOSED ZONING DISTRICT: C-4 Highway Business

UPON THE REZONING OF THE ABOVE DESCRIBED REAL PROPERTY, I (WE) PROPOSE TO USE THE PROPERTY FOR THE FOLLOWING PURPOSES (BRIEF STATEMENT OF FACTS AND JUSTIFICATION FOR REZONING):

Upon rezoning this lot, we will list it for sale, focusing on marketing it to commercial business prospects such as medical, hotel/motel and other approved uses, keeping consistent with the neighboring properties which include counseling centers, medical clinic, surgical center and financial institutions.

The following owner's signature, or agent, signifies that all information on the application is accurate and correct to the best of the owner's knowledge, and that the owner has thoroughly read and understands all application information and requirements.

SIGNATURE OF PROPERTY OWNER: [Signature]

SIGNATURE OF PROPERTY OWNER: _____

DATE: 7.25.2019

SUBMIT TO:
Community Development Department
Planning Division
200 N David, RM 203
Casper, WY 82601
Phone: 307-235-8241
Fax: 307-235-8362
www.casperwy.gov
E-mail: dhardy@cityofcasperwy.com

COMPLETE SUBMITTAL NEEDS TO INCLUDE:

- COMPLETED APPLICATION INCLUDING ORIGINAL SIGNATURES
- PROOF OF OWNERSHIP
- \$750 APPLICATION FEE (NON-REFUNDABLE)

FOR OFFICE USE ONLY:

DATE SUBMITTED:

7/30/19

REC'D BY: [Signature]



SEP - 9 2019

Raoul Joubran, MD, PC Kent D. Katz, MD
Phillip T. Krmpotich, MD, Jonathan Ted Parrack, DO

Sept 9, 2019

RE: PLN-19-025-Z

To Whom It May Concern:

I am Kent D. Katz, M.D, a partner in Gastroenterology Associates and Sterling Surgical Center. Both are located in the same building, which is across Wilkins Way from the Track 4, North Platte River Park Addition. We received notification of a proposed zoning change for the site from Park Historic to C-4 Highway Business. We strongly encourage the Planning and Zoning Commission to vote against this proposal. Instead, we would encourage the commission to re-zone the neighborhood, including the site in question, to C-3 Central Business.

While the neighborhood is currently zoned C-4, the north end of Wilkin's Circle has developed into an upscale medical complex with two state-of-the-art surgical centers, a counselling center, and an inpatient hospital. A quick drive through the area would demonstrate the beautiful landscaping and architecture of these facilities. These represent a significant capital investment, and obviously we'd like to protect that investment. We fear that many of the C-4 options would detract from the neighborhood and hence reduce the value of these facilities.

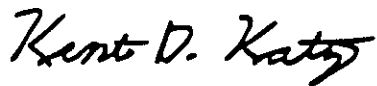
Far more importantly, we'd like to ensure that these facilities can continue to function. Wyoming is a significantly medically underserved state. These facilities offer services not readily available throughout the state. For example, Wyoming rates dead last in colon cancer screening (pun intended). Screening colonoscopies can both prevent and detect this cancer, while still in a curable stage. Sterling Surgical Center helps to save the lives of central Wyomingites on a daily basis.

A big fear would be the opening of a truck stop across the street. It is an ideal location, as it is at the junction of I-25 and the heavy truck traffic from Rawlins. It is one of only two freeway exits in Casper that has four lanes, and the only one that is available. A truck stop, where several dozen trucks are idling would produce a significant amount of diesel fumes. Our operating rooms are required to exchange the air six times an hour. Our air intake is at the preferred location, on the top of the surgical center. Exchanging air in our operating rooms with diesel fumes could become a health hazard and force us to close for the day, or possibly shut down the facility. I would argue that we need more colon cancer screening centers more than we need truck stops. This same fear would apply with any other facility that produces fumes from that site.

While we are concerned about what business is located in the site, we are also concerned about any associated activity that may indirectly accompany that business. Surgical centers are seen as narcotic depositories. Indeed, on several occasions, we have had attempted break-ins. Any facility that would be used for drug deals would attract unwanted attention to our center. I could also see how having drug deals going down just outside a drug rehab center would significantly impact patient recovery, and reduce its effectiveness. Again, the nature of the business that occupies that site will affect more than property values, it could easily affect the abilities of these sophisticated medical facilities to provide care to the people of Casper, and the surrounding area.

For these reasons, I ask the Commission to deny the change in zoning request. However, I would also encourage the Commission to pursue changing the neighborhood zoning to C-3. This would still allow significant commercial opportunity for the site without limiting our ability to conduct business.

Sincerely,

A handwritten signature in black ink that reads "Kent D. Katz". The signature is written in a cursive, slightly slanted style.

Kent D. Katz, M.D.

Sept 12, 2019

To: dhardy@casperwy.gov

RE: PLN-19-025-Z

SEP 12 2019

Good Afternoon,

My name is Kevin M. Hazucha, LCSW-R. I am the Chief Executive Officer of Central Wyoming Counseling Center (CWCC) located at 1430 Wilkins Circle here in Casper. CWCC provides outpatient and residential behavioral health services to members of the community regardless of insurance status or ability to pay. It is one of the two largest such centers in the state and provides a variety of critical services to a highly vulnerable client population. I very recently became aware of a proposed zoning change for the site from Park Historic to C-4 Highway Business. We strongly encourage the Planning and Zoning Commission to vote against this proposal.

While the neighborhood is currently zoned C-4, the north end of Wilkin's Circle has developed into an upscale medical complex that includes our center (CWCC), two state-of-the-art surgical centers and an inpatient hospital. A quick drive through the area would demonstrate the beautiful landscaping and consumer friendly architecture of these facilities. These represent a significant investment, and obviously we'd like to preserve our services to the community. We fear that many of the C-4 options would detract from the neighborhood and hence reduce the value of these facilities.

Far more importantly, we'd like to ensure that these facilities can continue to function as highly valuable resources to our community. Wyoming is a severely underserved state in terms of both medical and behavioral health services. These facilities offer services not readily available throughout the state.

A significant problem would be presented by many kinds of businesses that the proposed change in the zoning status would allow. For instance, the opening of a truck stop across the street would create serious issues as would any other establishment that might serve alcohol or produce the exhaust fumes that a truck stop would create. We at CWCC are providing treatment to many individuals with serious substance abuse problems who are working towards avoiding environments that would be allowed by the C-4 designation. You may be aware that Wyoming's suicide rate is now #2 per capita in our nation and we need to protect and expand on services such as ours, not imperil them.

While we are concerned about which businesses may be located in the site, we are also concerned about any associated activity that may indirectly accompany those businesses. Any facility that could potentially result in an increase in drug trafficking would attract unwanted attention to our center as well as the aforementioned medical facilities in our neighborhood. Any drug traffic just outside a drug rehab center would significantly impact patient recovery and reduce its effectiveness. Again, the nature of the business that occupies that site will affect more than property values, it could easily affect the abilities of these sophisticated medical and behavioral health facilities to provide care to the people of Casper, and the surrounding area.

For all of these reasons, I ask the Commission to deny the change in zoning request. Our vital services to the community could otherwise be at risk.

Kevin M. Hazucha
LCSW-R
4536 East 21st
Street
Casper, WY
82609

SEP 12 2019

Dee Ann Hardy

From: Anita's iPad <adodds@bresnan.net>
Sent: Thursday, September 12, 2019 4:33 PM
To: Dee Ann Hardy
Subject: Wilkins Rezone

Dear Planning Comission,

This email is in regards to the proposed zone change of Tract 4, North Platte River Park Addition. Please DO NOT permit a zone change. The three businesses (Central Wyoming Counseling, Gastroenterology Associates, and Wyoming Center For Sight), that would be most affected by the proposed change are located in professional buildings that reflect well on the Casper community. They are beautifully landscaped and are an asset to their surroundings. A highway business is not an appropriate neighbor to this group of medical practices. It is unfair to change existing zoning that could negatively impact this well established area.

Thank you for your consideration,

Sincerely,

Anita Dodds

Sent from my iPad

September 13, 2019

MEMO TO: Bob King, Chairman
Members of the Planning and Zoning Commission

FROM: Liz Becher, Community Development Director *LB*
Craig Collins, AICP, City Planner

SUBJECT: **PLN-19-026-Z** – Petition for a zone change of 1.65-acres, generally located at the northwest corner of SW Wyoming Blvd and South Coffman Avenue, described as Tract A, Garden Creek Square Addition, from Planned Unit Development (PUD) to General Business (C-2). Applicant: Housing Solutions, LLC, and JVG, LLC

Recommendation:

If, after hearing public testimony, and considering the facts of the case, the Planning and Zoning Commission finds that the proposed zone change meets the minimum requirements of the Casper Municipal Code, and is in conformance with the Comprehensive Land Use Plan, staff would recommend approval of the zone change, with a “do pass” recommendation to the City Council.

Code Compliance:

Staff has completed all public notice requirements of Section 17.12.170 of the Casper Municipal Code pertaining to zone changes including notification of property owners within 300 feet by first class mail, posting a sign on the property, and publishing legal notice in the Casper Star-Tribune. At this time, staff has not received any public comments on this case.

Summary:

Application has been received for a requested zoning classification change of a 1.65-acre parcel located at the northwest corner of SW Wyoming Boulevard and South Coffman Avenue. The property is currently undeveloped, and is zoned PUD (Planned Unit Development). The applicants have requested that the property be rezoned to C-2 (General Business) in anticipation of the development of a senior, multifamily residential project consisting of a total of forty-nine (49) units. Properties surrounding the subject parcel are zoned PUD (Planned Unit Development) to the north and west; R-4 (High Density Residential) to the east; and R-1 (Residential Estate) to the south.

The subject property is a part of a project that was approved in 1999 called Garden Creek Plaza. The original plan for Garden Creek Plaza was for the development of a multi-tenant retail building and eighteen (18) twin homes. The entire project encompassed approximately 7.55 acres, and obviously, the project never moved forward. The original owner/developer is now selling off 1.65-acres of the PUD (Planned Unit Development), which, as stated above, is approved for tax credits for the development of forty-nine senior residential units. The original plan for the area expired after the property remained undeveloped for three (3) years following

approval. In that the PUD (Planned Unit Development) is now being broken up and sold/developed in separate parcels, staff suggested that the applicants apply for a zone change to C-2 (General Business), which would allow the project by right as a permitted use, and would expedite and simplify the development/review process for the applicants. Because of the density of the proposed multifamily project, it will ultimately require review and approval of the site plan by the Planning and Zoning Commission. As the property is currently zoned, the approval of the project would require City Council approval, after a review of the project by the Planning and Zoning Commission. Staff does not support development of the property as a PUD (Planned Unit Development) in this case because of the straight-forward nature of the project.

Section 17.12.170 of the Casper Municipal Code requires that staff review zoning applications in the context of the approved Comprehensive Land Use Plan, and provide a recommendation to the Planning and Zoning Commission and City Council as to how the zone change is either supported, or not supported. The Generation Casper Comprehensive Plan provides a Future Land Use Plan (FLU), which is found in Chapter Four (4), on Page 4-26. The FLU is an illustrative map that identifies the physical distribution of land uses, and forms the basis for future zoning and land use regulations. The subject property is located in a transition area between an area designated as a “neighborhood center,” and the area along Garden Creek designated as “Parks and Open Space.” Page 4-32 of the Plan provides general characteristics of areas designated as neighborhood centers, which typically include low-scale commercial uses and supporting multifamily residential.

Chapter Three (3) of the Plan provides principles and goals. Principles and goals that may be applicable to the requested zone change are as follows:

Goal ECH1-4 – **Housing Space:** Promote land use patterns that provide adequate housing of all types, supported by integrated parks and services. (Pg. 3-5)

Goal ECH1-5 – **Fair Housing:** Provide a range of attainable and affordable housing throughout the community with equal access to fair housing. (Pg. 3-5)

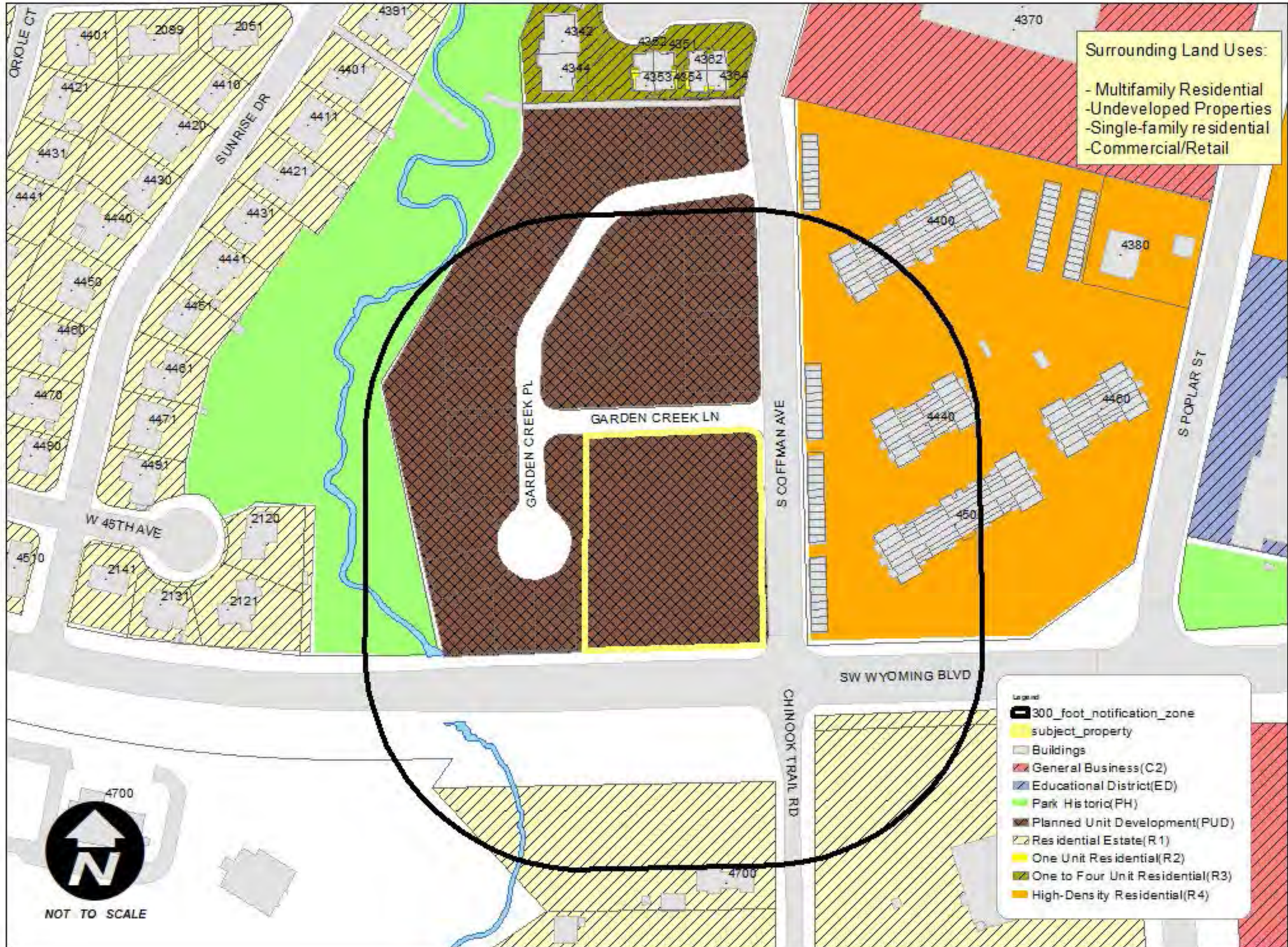
Section 17.68.020 of the Municipal Code lists the following land uses as being permitted in the proposed C-2 (General Business) zoning district.

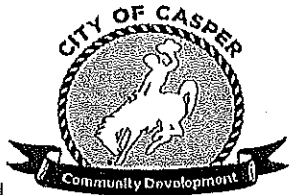
1. Animal clinics and animal treatment centers;
2. Apartments located within a business structure;
3. Arcades/amusement centers;
4. Assisted living;
5. Automobile park, sales area or service center;
6. Automobile service stations;
7. Banks, savings and loans, and finance companies;
8. Bars, taverns, retail liquor stores, and cocktail lounges;
9. Bed and breakfast;

10. Bed and breakfast homestay;
11. Bed and breakfast inn;
12. Business, general retail;
13. Chapels and mortuaries;
14. Churches;
15. Clubs or lodges;
16. Convenience establishment, medium volume;
17. Dance studios;
18. Day care, adult;
19. Child care center;
20. Family child care center—zoning review;
21. Family child care home;
22. Family child care home—zoning review;
23. Electrical, television, radio repair shops;
24. Gaming/gambling;
25. Grocery stores;
26. Group homes;
27. Homes for the homeless (emergency shelters);
28. Hotels, motels;
29. Neighborhood groceries;
30. Offices, general and professional;
31. Pet shops;
32. Medical laboratories, clinics, health spas, rehabilitation centers, real estate brokers, insurance agents;
33. Parking garages and/or lots;
34. Parks, playgrounds, historical sites, golf courses, and other similar recreational facilities;
35. Pawn shops;
36. Personal service shops;
37. Pharmacies;
38. Printing and newspaper houses;
39. Reception centers;
40. Recreation centers;
41. Restaurants, cafes, and coffee shops;
42. Retail business;
43. Sundry shops and specialty shops;
44. Theaters, auditoriums, and other places of indoor assembly;
45. Thrift shops;
46. Vocational centers, medical and professional institutions;
47. Neighborhood assembly uses;
48. Regional assembly uses;
49. Branch community facilities;
50. Neighborhood grocery;

51. Conventional site-built and modular single and multifamily dwellings and "manufactured homes" meeting the definition and standards set forth in Section 17.08.010.

Coffman Zone Change





City of Casper Planning Division

Zone Change Application

OWNER/PETITIONER'S INFORMATION:

NAME: Petitioner: Alex Burkhalter/Housing Solutions, LLC & Owner: JVG, LLC/Laurel L. Lunstrum

ADDRESS: Petitioner: PO Box 2099, Missoula MT 59806 & Owner: 1814 East 2nd St., Casper WY 82601

TELEPHONE: Petitioner: (406) 203 1558 EMAIL: Petitioner: alex@housing-solutions.org
Owner: 307 577 5117 Owner: laurel@tribosp.com

PETITION THE CITY TO REZONE THE FOLLOWING DESCRIBED REAL PROPERTY:

LEGAL DESCRIPTION: Tract A, "Garden Creek Square," City of Casper, Natrona County, Wyoming, According to the Plat Recorded December 7, 1999 as Instrument No. 645941

STREET ADDRESS: No structures currently on the site/no street address

FROM EXISTING ZONING DISTRICT: PUD

TO PROPOSED ZONING DISTRICT: C-2 General Business

UPON THE REZONING OF THE ABOVE DESCRIBED REAL PROPERTY, I (WE) PROPOSE TO USE THE PROPERTY FOR THE FOLLOWING PURPOSES (BRIEF STATEMENT OF FACTS AND JUSTIFICATION FOR REZONING):

Housing Solutions, LLC has been awarded funds from the Wyoming Community Development Agency that will allow us to construct a 49 unit affordable rental property for seniors age 55+. The single three story elevator served building will consist of 34 one bedroom and 15 two bedroom apartments. The property will also include an onsite management office, community room, exercise room and other resident community spaces. Rents will range from \$452 to \$633 per, with all utilities included. Resident income will be limited to 50% of Less of the Area median income.

The following owner's signature, or agent, signifies that all information on the application is accurate and correct to the best of the owner's knowledge, and that the owner has thoroughly read and understands all application information and requirements.

SIGNATURE OF PROPERTY OWNER: *JVG, LLC by Laurel L. Lunstrum, Member*

SIGNATURE OF PROPERTY OWNER: *Alex Burkhalter / Housing Solutions, LLC*

DATE: 8/14/19

SUBMIT TO:
 Community Development Department
 Planning Division
 200 N David, RM 203
 Casper, WY 82601
 Phone: 307-235-8241
 Fax: 307-235-8362
 www.casperwy.gov
 E-mail: dhardy@cityofcasperwy.com

- COMPLETE SUBMITTAL NEEDS TO INCLUDE:
- COMPLETED APPLICATION INCLUDING ORIGINAL SIGNATURES
 - PROOF OF OWNERSHIP
 - \$750 APPLICATION FEE (NON-REFUNDABLE)

FOR OFFICE USE ONLY:
 DATE SUBMITTED:
8/14/19
 REC'D BY: *Jh*

Meadowlark Vista

Affordable Senior Rentals
Casper, Wyoming

About Us:

Housing Solutions was formed in 2012 by Alex Burkhalter. Housing Solutions provides planning and development services for affordable housing communities. Housing Solutions most recently opened a project in Evanston, Wyoming in February 2019. Although Housing Solutions was started in 2012, Alex has been involved in the development, construction, and management of affordable housing for more than 15 years. Prior to founding Housing Solutions Alex worked for Sparrow Group assisting with all aspects of affordable housing development. Seventeen projects totaling 656 units in Montana, Wyoming and North Dakota have been completed during Alex' career. For more information, including information about our previous projects, please visit www.housing-solutions.org.

Project Information:

I. Narrative:

Meadowlark Vista is a proposed three-story apartment building for seniors age 55 and up. Similar to Raven Crest, which is located just down the road, this will be financed with federal housing tax credits awarded by the Wyoming Community Development Authority. Meadowlark Vista will have 34 one-bedroom homes and 15 two-bedroom homes. All homes will be served by an elevator, making all apartments zero step entry. An onsite manager will help prospective tenants move through the rental process, organize onsite events and generally keep the property in good repair and operating smoothly. The property will have a number of common spaces for resident use including a community room, library, exercise room, and pool/billiards space. The community room tends to be a resident favorite and includes large spaces to play games, a kitchenette for coffee and cookies, and a lounge area to watch TV. Enclosed in this package please find photos of Depot Place and Cottonwood Terrace, which are similar senior properties we developed. You will also find the initial schematic plans for Meadowlark Vista.

II. Need:

As part of our application to the Wyoming Community Development Authority for housing tax credits, we commissioned a third-party market study provider to analyze the rental market in the Casper area. The chart below summarizes the results of the market study and compares our rents to average rents in the area. Rental rates at Meadowlark

Vista will depend on the income of tenants and will serve tenants making between 30%-60% of the area median income as determined by HUD.

<u>Third Party Market Study Need</u>		
Casper Area Rental Market		
Overall Vacancy Rate	1.6%	
Tax Credit Vacancy Rate	0.0%	
New Senior Units Needed	231	
	<i>1 bed</i>	<i>2 bed</i>
Average Rents in Casper	\$ 714	\$ 779
Meadowlark Rents	\$ 452 - 678	\$ 543 - 814
* Meadowlark will pay for all utilities. Owner paid utilities valued at \$66 for 1 bed and \$93 for 2 bed		

The below-market rental rates will remain for the next 65 years. These rates are ensured by recording a restrictive covenant against the property and monitored by the Wyoming Community Development Agency.

III. Status:

On July 31st, 2019 the Wyoming Community Development Authority's board of directors met and approved Meadowlark Vista for an award of housing tax credits. This is the main piece of financing we need to move toward closing. With tax credits in hand we are now diving deeper into design of the final plans. We aim to break ground in the spring of 2020 and open in 2021.

Depot Place Senior Apartments
Kalispell, Montana
Opened April 2012



Exterior

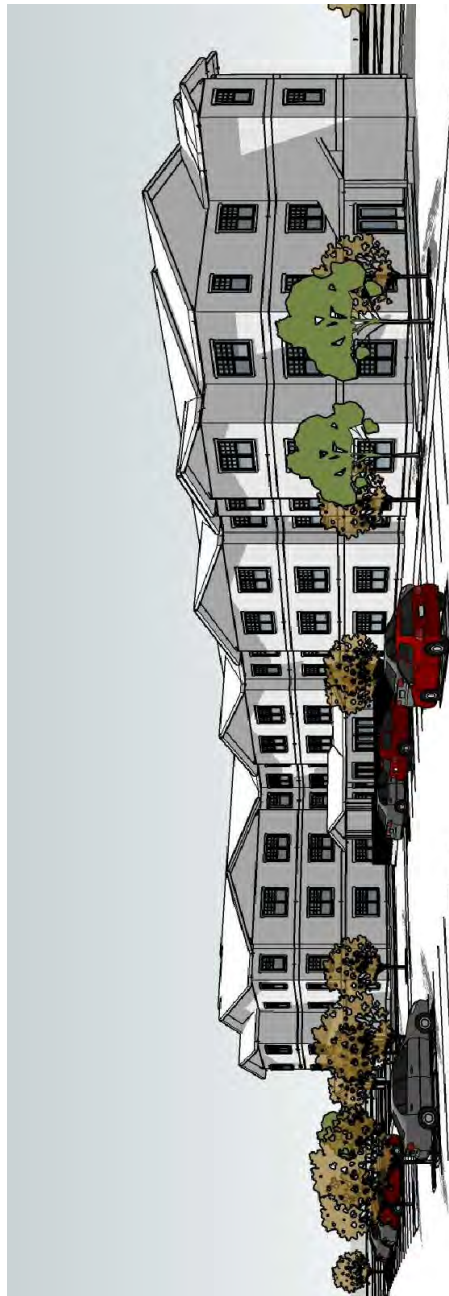
Cottonwood Terrace Senior Apartments
Gillette, Wyoming
Opened October 2004



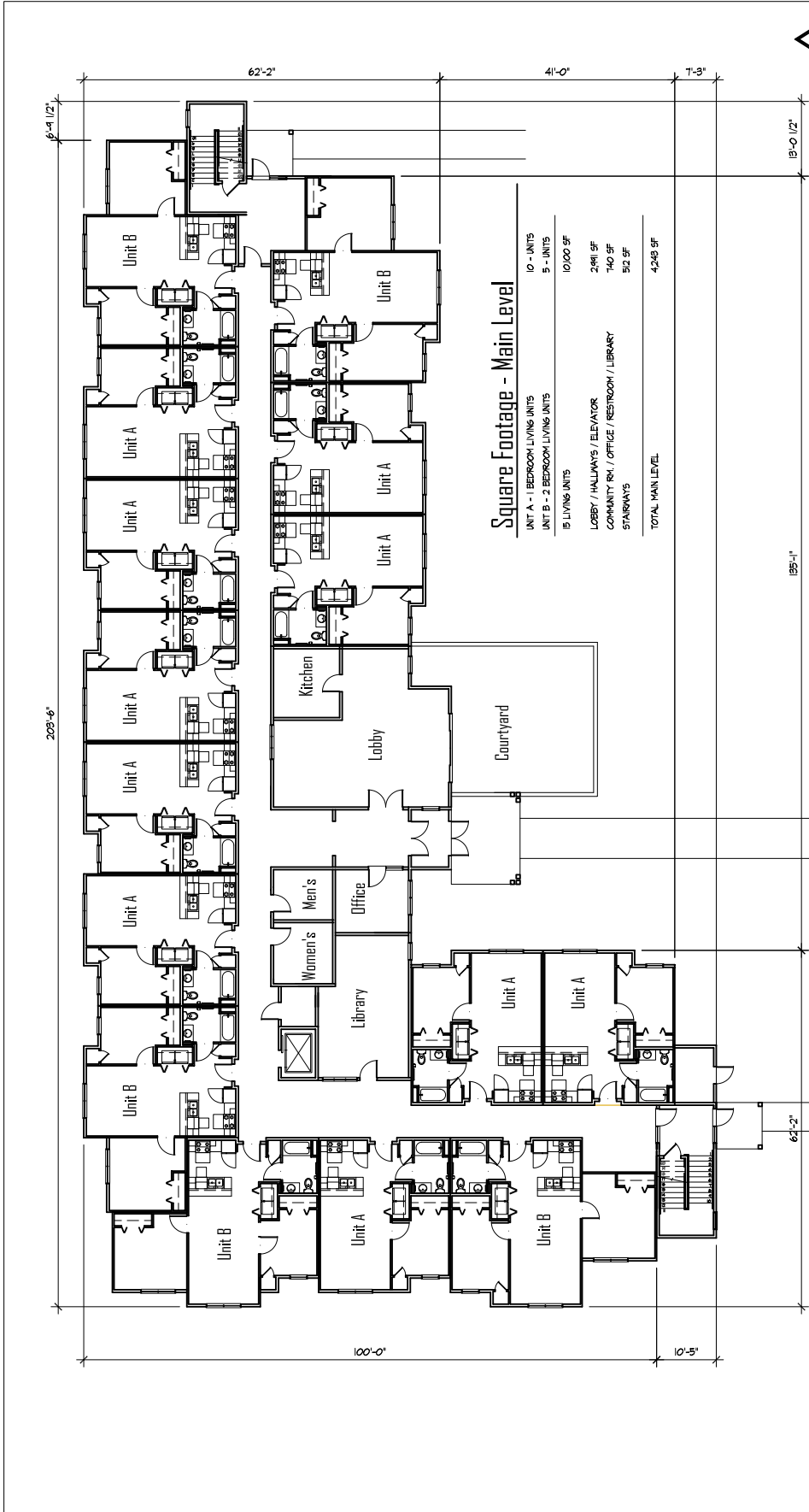
Community Room



Overall Site Development Plan — Bird's Eye View
Meadowlark Vista, Casper, WY — Conceptual Design



Overall Site Development Plan — View from Steet side
Meadowlark Vista, Casper, WY — Conceptual Design



Square Footage - Main Level

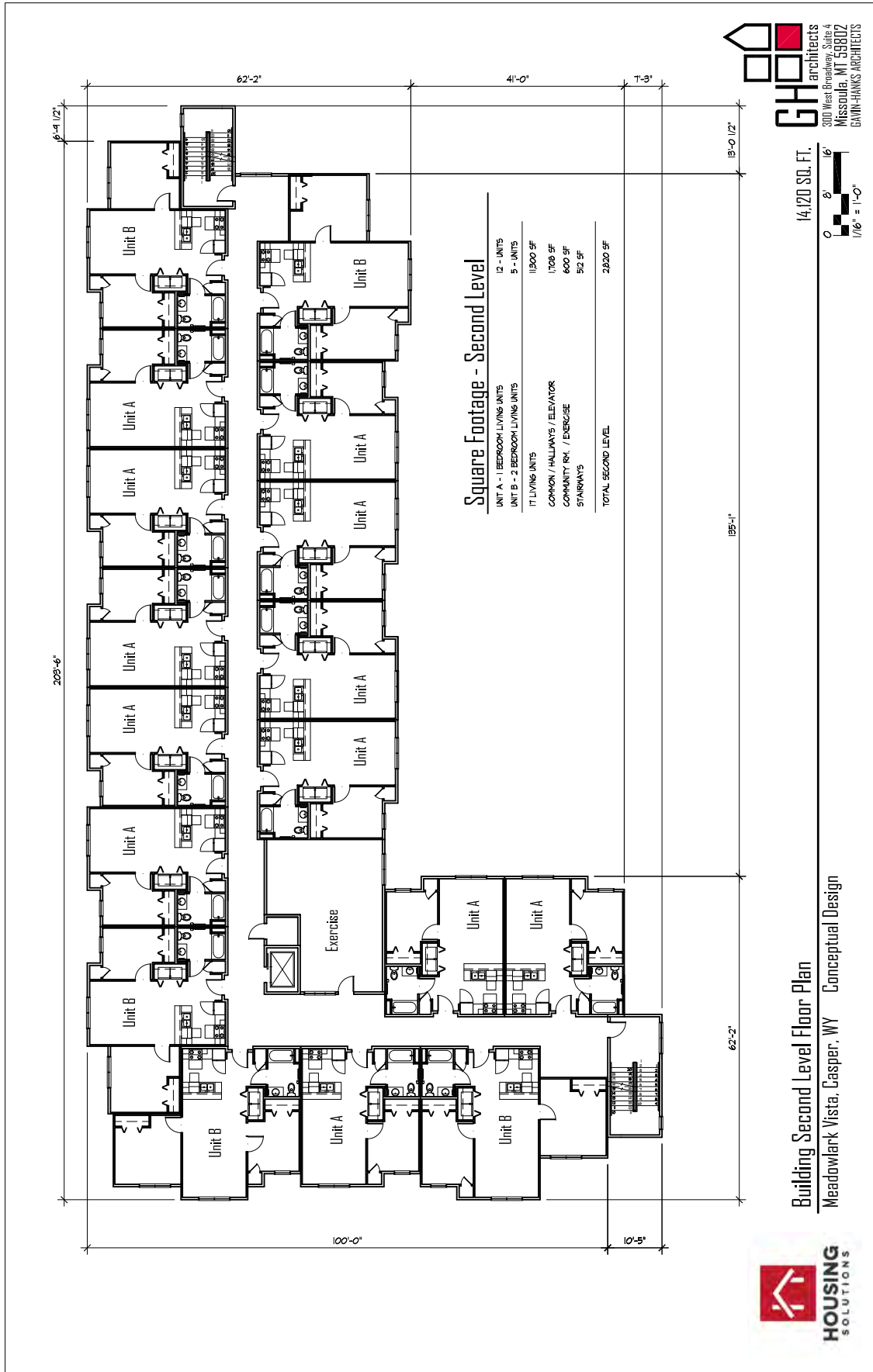
10 - UNITS	10,000 SF
UNIT A - 1 BEDROOM LIVING UNITS	2,491 SF
UNIT B - 2 BEDROOM LIVING UNITS	7,440 SF
15 LIVING UNITS	512 SF
LOBBY / HALLWAYS / ELEVATOR	4,243 SF
COMMUNITY RM. / OFFICE / RESTROOM / LIBRARY	
STAIRWAYS	
TOTAL MAIN LEVEL	



14,343 SQ. FT.
1/16" = 1'-0"

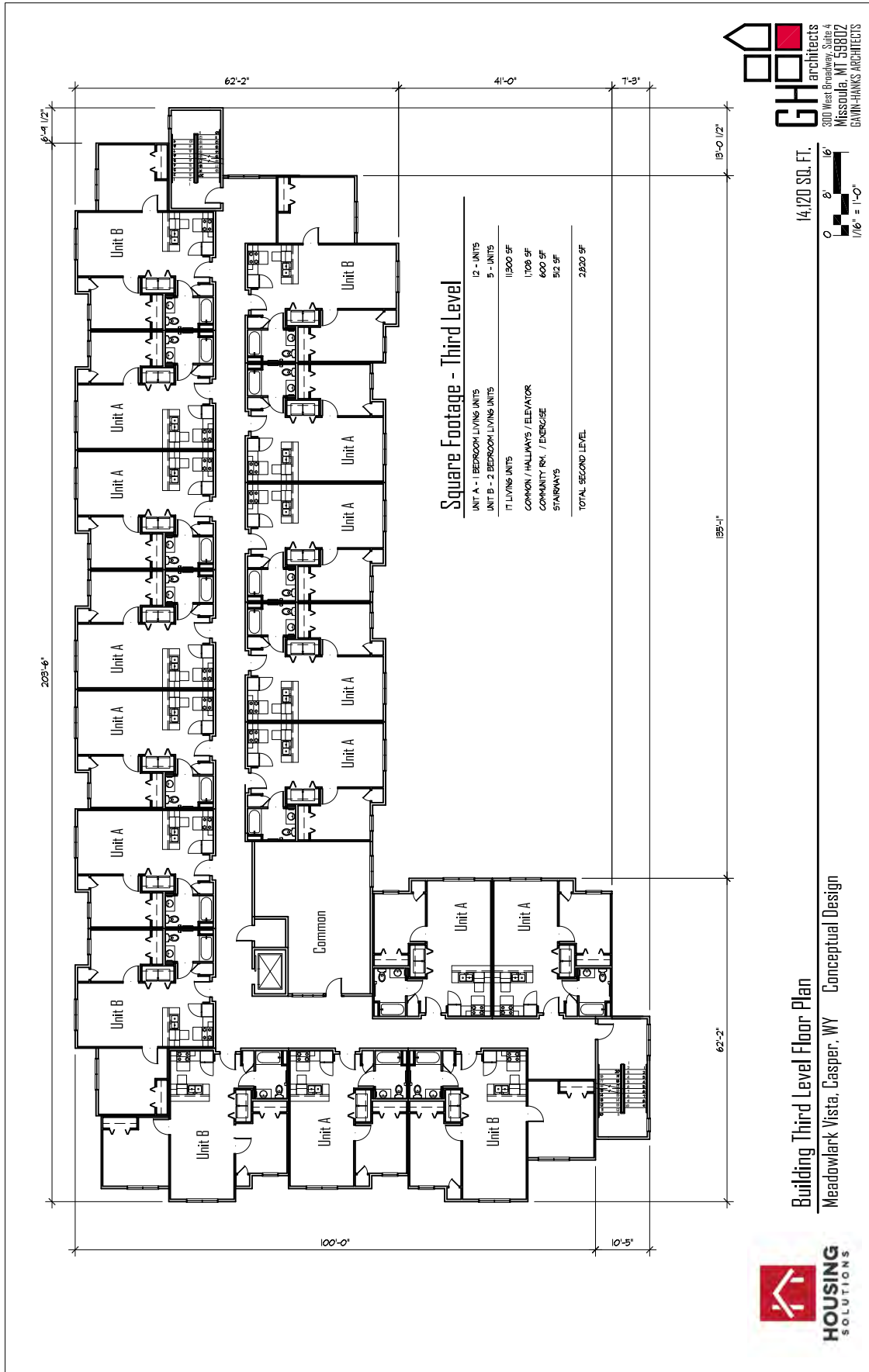
Building Main Level Floor Plan
Meadowlark Vista, Casper, WY Conceptual Design

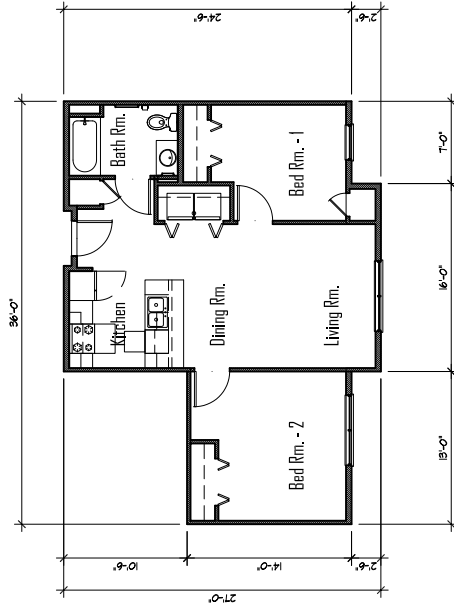
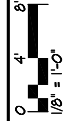




Building Second Level Floor Plan
Meadowlark Vista, Casper, WY Conceptual Design

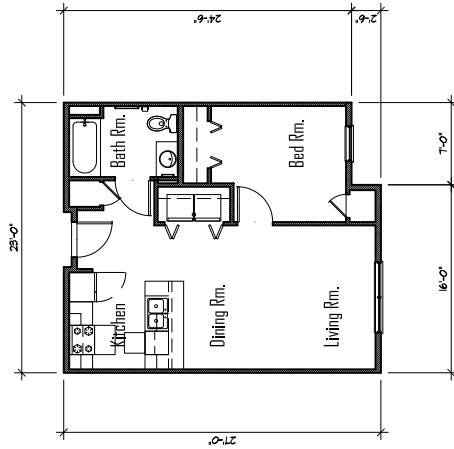






Unit B - 2 Bedroom

2 BEDROOMS, 1 BATHROOM, FULL KITCHEN,
LIVING ROOM, ENTRY, CLOSET, DINING ROOM,
LIVING ROOM
GROSS AREA = 182 SF.



Unit A - 1 Bedroom

1 BEDROOM, 1 BATHROOM, FULL KITCHEN,
LIVING ROOM, ENTRY, CLOSET, DINING ROOM,
LIVING ROOM
GROSS AREA = 600 SF.

Unit Floor Plans

Meadowlark Vista, Casper, WY Conceptual Design



OLD YELLOWSTONE DISTRICT ADVISORY COMMITTEE MEETING

Monday, July 1, 2019

The “NEW” Ashby Construction Headquarters (old Milo’s bldg.)

The OYD held its monthly meeting at 4:00 p.m., on Monday, July 1, 2019 in the old Milo’s Auto Body building – now David Kelley’s office building (corner of Ash/Midwest)

Members Present: Bob Hopkins, Chairman
Fred Feth
David Kelley
Susie Grant
Patty McKenzie
Karen Meyer
Phillip Rael
Linda Wolcott

Members Absent: Randy Hein, Steve Freel, Carol Martin

Liaisons Present: Connie Thompson Hall, Historic Preservation

Guests Present: Renee Hahn

Staff present: Liz Becher
Craig Collins

CALL TO ORDER

Chairman Hopkins ascertained a quorum and called the meeting to order at 4:03 p.m. He thanked Mr. Kelley for hosting us.

APPROVAL OF APRIL 29TH MINUTES

Chairman Hopkins asked for the approval of the April 29, 2019 meeting minutes. Mr. Feth moved to approve the minutes, Ms. Meyer seconded. All voted aye; minutes were approved as written.

INTRODUCTION OF GUESTS AND PUBLIC COMMENTS

Ms. Becher introduced Morgan Hughes with the Casper Star-Tribune.

OLD BUSINESS:

Midwest Project Update

Ms. Becher reported that the reconstruction is on schedule. The Ash intersection will be open for Parade Day. The new lights are installed along Ash, and the planters are built out at David/Midwest. Plantings will occur in September. Electric, sewer and internet fibers are all being updated and installed underground. Weekly update meetings continue each Tuesday at 9 a.m. at ART 321.

State Office Building Update

Ms. Becher passed around a handout from the Task Force meeting which shows the project plans. The project is on schedule and the contractor bidding will be let in mid-August, with proposals due September 16th.

Plains Buildings RFP Update

The City Council has entered into an MOU with Flag Development for their redevelopment proposal for all of the lots in the RFP. The principals of Flag are Brandon Daigle and Kevin Hawley. They will have a period of time to complete due diligence on the properties before formally purchasing them. Their project is called, The Nolan.

Planter Committee Update

The committee members reported that the planters are complete! Some repairs were necessary, but they all look great.

NEW BUSINESS:

Proposed Changes to the Form-Based Code rules for Signs

Mr. Collins reported that he is rewriting some of the language in order to bring the sign code language up to speed with current industry sign designs and construction. In addition, property owners in the OYD have become very creative with signage ideas, and we need to have the flexibility to approve the plans. He will email out a DRAFT to the Committee by September to get feedback.

Support Letter for the BUILD grant

Ms. Becher reported that the City is submitting a grant application to the U.S. DOT for \$2.0M to complete the final blocks of Midwest Avenue from Walnut to Poplar. She would like a support letter sent with the application from the OYD Advisory Committee. She will write the letter, and Councilman Hopkins will sign it. Mr. Feth moved to approve the support letter, and Ms. McKenzie seconded. All Committee members approved the motion/vote.

OTHER BUSINESS

Historic Preservation Liaison Report

Ms. Hall reported that the Commission is interested in what Flag Development wants to do with the Nolan project, and they are also discussing “ghost signs” and want to ensure they are not preserved whenever/wherever possible.

Art Call

Ms. Hahn and Ms. Grant reported that the Art Call was approved for public art work to decorate the Platte River Commons along the pathway. Light pedestals will be enhanced with art.

Reminder!!!! The Annual ‘Oscar’ Awards Ceremony will take place at the Lyric on Monday, July 15th from 4:00-5:00 pm.

ADJOURN:

A motion to adjourn was made by Mr. Kelley and seconded by Ms. McKenzie.
All agreed and the business meeting adjourned at 5:07 p.m.

(Minutes prepared by Liz Becher)
Respectfully Submitted,

Bob Hopkins
Chairman

CASPER HISTORIC PRESERVATION COMMISSION
MINUTES OF THE REGULAR MEETING
August 12, 2019

In attendance: Jeff Bond, Pinky Ellis, John Lang, Connie Hall, Cyd Grieve, Constance Lake, Maureen Lee, Robin Broumley, Ann Berg, (1) Vacancy.

Absent: Carrie Merrill (4)

Staff: Craig Collins, City Planning Department
Dee Hardy, City Planning Department

Liaison: Terry Wingerter, Planning and Zoning

Guest: There were none.

Jeff Bond called the meeting to order at 8:32 a.m.

Approval of Minutes

Jeff Bond asked if everyone had read the minutes of the June 10, 2019 meeting and asked if there were any corrections.

Pinky Ellis advised to change the spelling of Carrie to Kerry on the top of page 2.

Constance Lake moved to approve the June 10, 2019 minutes as amended. Motion was seconded by Connie Hall. Motion passed unanimously.

Introduction of Guest/Public Comment

There were none.

New Business

Strategic Plan Update.

Craig advised that Kerry Davis would not be able to return to Casper to present the Strategic Plan to City Council, and Craig is not sure how the final presentation will be handled. He stated that the plan had been completed and was being reviewed by a couple of her colleagues. Jeff asked if SHPO (State Historic Preservation Office) could assist with the final presentation. Craig advised that he spoke with the SHPO office and they did not offer to help. Robin Broumley asked if the presentation could be done by video. Craig thought that was a great idea and stated that he would

look into it. Jeff asked if there was a time frame to get the final plan. Craig advised that he did not have a time line.

Bylaw changes.

Craig handed out a memo establishing Tuesday, October 1, 2019 as the public hearing date to rescind Resolution Number 17-207, and adopt revised Historic Preservation Program Rules and Regulations for the City of Casper. He stated that there is a forty-five (45) day public input and comment period. He noted that it would be nice to have as many Commission members attend the public hearing as possible to show support for the amendments.

Old Business

OLLI Update

Craig stated that the OLLI classes tentatively scheduled for this fall had been postponed to a later date and time. He advised that the OLLI classes will be revisited sometime in the future. Robin stated that she attended an OLLI class regarding the Rialto Soda Fountain and Donell's Candies.

OYD Committee Update

Connie Hall advised that the last meeting was held Monday, July 12, 2019 at the Lyric where the OYD Oscars were presented. She stated that awards are given for different categories such as landscaping, signage, structure, and remodeling. She noted that John Huff received an award and Paul Meyer was honored for his participation in the OYD. She mentioned that the planters located in the Old Yellowstone District (OYD) and Midwest Street reconstruction was recognized as beautification projects.

P&Z Committee Update

Terry Wingerter, Planning and Zoning Liaison advised that at the Thursday, July 18, 2019, Planning and Zoning Commission a replat creating the Johnny J's Addition was reviewed and approved to be forwarded to City Council. He stated that the next Planning and Zoning Commission meeting will be held Thursday, August 15 2019.

Wayfinding Committee Update

Robin Broumley asked if everyone had received the e-mail sent regarding the Long Range Transportation Plan (LRTP). She advised that she served on the Metropolitan Planning Organization (MPO) Citizens' Advisory Committee and has attended various meetings. Jeff stated that interviews were conducted to select a consultant for the Wayfinding Master Plan. He was unable to attend that meeting but spoke with Aaron Kloke, MPO Supervisor, and a group was selected that is located in Nebraska. Jeff advised that he went back and looked at their proposal and was impressed with the graphic designs they provided. Jeff stated that Aaron stated a kickoff meeting would take place sometime in September. Jeff advised that the Wayfinding Committee is made up of various organizations. A few of them include the Wyoming Department of

Transportation (WYDOT), Downtown Development Authority (DDA) and Visit Casper. He is looking forward to seeing what they produce for a Wayfinding Master Plan. Robin has seen some of their work while on a recent trip.

Demolition Permit Update

Craig stated that the following demolition permits were issued since the June 10, 2019 Casper Historic Preservation Commission meeting.

- 1) 229 South Elk Street, issued on June 24, 2019.
- 2) 949 South McKinley Street, issued on July 16, 2019.

Other Business

Ann Berg asked if the Commission could take on more and not leave all the tasks to City Staff. Craig advised that Maureen is working on keeping the Facebook page up-to-date and that is a big help to staff. He asked everyone to send any photos they may have to be put on the page.

Craig mentioned that Tripeny drug had been donated to Fort Casper. Jeff advised that Randy Hein had been working with Rick Young and the Fort will need to expand. Jeff will make a call to see how the Commission may help support this project.

Robin stated that she had attended an OLLI class regarding the history of the Conroy Building. She provided Becky Steensland's phone number so Maureen could call and get photos from her for the Facebook page. She mentioned a fund raiser to benefit the Fort was a USO show to be held this weekend. The deadline for reservations was today.

Craig asked if anyone on the Commission had received any notifications about training. He stated that training was recommended by SHPO but not a requirement.

There was discussion about possibly taking a tour of the old K-Larks building that John Huff is renovating and a future tour of Connie's museum.

Connie mentioned that she and John would begin cataloging ghost signs in Casper.

Craig advised that he had met with Wells Fargo Bank and the "egg beater" landmark will be sold with the building. Representatives from the bank will let Craig when it has sold to enable the Historic Preservation Commission to reach out to the new owner.

There was discussion on the old Gladstone Hotel. John advised that the owner was remodeling one floor at a time. Pinky found an old photo taken in the "Crystal" room with a caption that a patron went to jail in the paddy wagon. Maureen explained the history/meaning of paddy wagon.

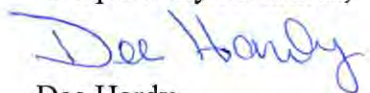
Maureen stated that she would inquire about the old Wonder Bar Sign since members of the Commission have asked what happened to it.

Next meeting will be September 9, 2019 in Council Meeting Room, 200 North David Street.

*Connie Hall made a motion to adjourn, and the motion was seconded by Constance Lake.
The motion unanimously passed.*

Meeting adjourned at 9:16 a.m.

Respectfully submitted,



Dee Hardy
Administrative Support Technician