

**CASPER PLANNING AND ZONING MEETING
THURSDAY AUGUST 10, 2023
THE LYRIC, 230 W YELLOWSTONE**

These minutes are a summary of the meeting. For full details view online at www.casperwy.gov on the Meetings and Agendas web page.

Members Present: Terry Wingerter, Joe Hutchison, Michael McIntosh, Kenneth Bates, Vickery Fales-Hall

Absent Members: Maribeth Plocek, Nic Eskew

Others present: Craig Collins, City Planner
Barb Santmire, Administrative Assistant III
Wallace Trembath, Deputy City Attorney

MINUTES OF THE PREVIOUS MEETING

Ms. Fales-Hall moved that the minutes of the July 13, 2023 Planning & Zoning Commission meeting be approved as presented. Mr. Bates seconded the motion. With all members present voting aye, the motion carried.

PUBLIC HEARINGS

Case #1: CUP-448-2023 – Request for a Conditional Use Permit (CUP) to rebuild an existing Accessory Dwelling Unit in a R-2 (One Unit Residential) zoning district, located at 645 West 13th Street, Casper Addition, Block 161, Lot 5. Applicant: Clayton Alleman.

Craig Collins, City Planner, presented the staff report, entered 5 exhibits into the record, and noted 3 staff recommended conditions. There were no public comments submitted.

Clayton Alleman, 645 West 13th Street, spoke as representative for the case. Mr. Alleman reported that he recently purchased this property and is in process of renovating the main house. His intention was to renovate/update the ADU, but due to the condition of the building and its foundation, it was recommended that the building be torn down and rebuilt. With that, he wants to bring everything up to code and ensure the property is in compliance with all City requirements.

There being no others to speak, Chairperson McIntosh closed the public hearing.

Mr. Wingerter noted that the Planning and Zoning Commission has considered all relevant factors (pg 2-3 of the staff report), including, but not limited to, those set forth in Section 17.12.240(H), and finds that:

1. The Conditional Use is consistent with the spirit, purpose, and intent of this Title; will not substantially impair the appropriate use of neighboring property; and will serve the public need, convenience, and welfare;

2. The Conditional Use is designed to be compatible with adjacent land uses and the area of its location.

On this basis, Mr. Wingerter moved to approve CUP-448-2023 with the 3 conditions noted in the staff report. The motion was seconded by Mr. Bates. With all members present voting aye, the motion carried.

Case #2: CUP-454-2023 – Request for a Conditional Use Permit (CUP) to allow a “personal service shop” (nail salon) in a R-3 (One to Four Unit Residential) zoning district, located at 104 North Lennox Street, Butler Addition, Block 106, Lot 8. Applicant: My Hanh Vines.

Craig Collins, City Planner, presented the staff report, entered 5 exhibits into the record, and noted 8 staff recommended conditions. There were no public comments submitted.

My Hanh Vines, 104 North Lennox, and Richard Walker spoke as representatives for the case. An engineer is being hired to develop a comprehensive site plan to bring the property into compliance with commercial codes, parking, and paving of the alley.

Concern was expressed that the 1-year time constraint for an approved CUP will not be sufficient to complete the scope of work that needs to be done to bring the property into commercial code compliance. The applicant was informed that the CUP’s conditions must be met within the 1-year time frame or the CUP will be considered VOID. Any work done to that point would be wasted as there are no options for extension or reapplication.

It was strongly recommended that, to provide a better chance of the project being successful, the application be tabled until a complete site plan can be considered.

There being no others to speak, Chairperson McIntosh closed the public hearing.

Based on the discussion, Ms. Fales-Hall moved to table case CUP-454-2023. The motion was seconded by Mr. Wingerter. All those present voted aye. Motion carried.

COMMUNICATIONS:

Historic Preservation Commission – The Commission is in process of finalizing and ordering ornaments that will be numbered and sold through Fort Caspar. The 2023 ornament is the first in what will become an annual series. This year the ornament will feature NCHS.

ADJOURNMENT

Chairperson McIntosh adjourned the meeting at 6:37 pm.


Chairperson


Secretary