

**PLANNING AND ZONING MEETING
TUESDAY, JULY 28, 2015
CITY COUNCIL CHAMBERS**

These minutes are a summary of the meeting. For full details view online at www.casperwy.gov on the Planning Commission web page. The Planning and Zoning Commission held a meeting at 6:00 p.m., on Tuesday, July 28, 2015, in the Council Chambers, City Hall, 200 North David Street, Casper, Wyoming.

Members Present: James Holloway
Don Redder
Bob King
Randy Hein
Monte Henrie
Ryan Waterbury
Mary England

Absent Members: None

Others present: Craig Collins, City Planner
Aaron Kloke, Planner I
Dee Hardy, Administrative Assistant II
Will Chambers, Assistant City Attorney
Jason Knopp, City Engineer
Andrew Nelson, MPO Manager
Dennis Bay, 930 North Glenn Road
Jason Meyers, 920 Prong Horn
Ken Field, 160 Palmer Drive, Fort Collins, CO
Bonnie Alexander-Dumont, 2131 Essex Avenue

II. MINUTES OF THE PREVIOUS MEETING

Chairman Holloway asked if there were additions or corrections to the minutes of the June 23, 2015 Planning & Zoning Commission meeting.

There being none, Chairman Holloway called for a motion to approve the minutes of the June 23, 2015 Planning & Zoning Commission.

Mr. Henrie made a motion to approve the minutes of the June 23, 2015 meeting. The motion was seconded by Ms. England. All those present voted aye. Minutes approved.

III. Special Issues:

Consideration of the West Belt Loop Access Management Plan and Memorandum of Understanding (MOU) between the City of Casper, Town of Mills, and Natrona County. – Presented by the Casper Area Metropolitan Planning Organization (MPO).

Information only for the Planning and Zoning Commission.

Andrew Nelson, Casper Area Metropolitan Planning Organization (MPO) gave a presentation pertaining to the West Belt Loop Access Management Plan and Memorandum of Understanding (MOU) that will be before City Council.

IV. PUBLIC HEARING

The first case this evening:

PLN-15-040-R – Petition to vacate and replat Lots 6-27, Lots 55-56 and Lots 37-38, and a portion of Tract C of the Amended Plat of Mesa Del Sol Addition, to create Mesa Del Sol III, comprising 7.735-acres, more or less, located at Jordan and Sienna Drive. Applicant: Mesa No. 3, LLC.

Aaron Kloke, Planner I, presented the staff report and recommended that the Planning and Zoning Commission Continue Case # PLN-15-040-R to the August 25, 2015 Planning and Zoning Commission public hearing.

Chairman Holloway entertained a motion to continue Case # PLN-15-040-R, to the August 25, 2015 public hearing.

Mr. Redder made a motion to continue Cases # PLN-15-040-R to the August 25, 2015 public hearing. The motion was seconded by Mr. King. All those present voted aye. Motion carried.

Our last case this evening:

PLN-15-042-S – Site plan review for the proposed Capacity Elementary School, on the CY Junior High School Addition, located at 2211 Essex Street. Applicant: Natrona County School District No. 1.

Aaron Kloke, Planner I, presented the staff report and stated that should the Planning and Zoning Commission approve the site plan for the 41,062 square foot Capacity Elementary, staff recommended adding the following conditions:

1. A ten (10) foot wide, hard-surfaced pedestrian pathway extension must be constructed through the property, in accordance with the Casper Area Trails, Path, and Bikeway Plan, from the western edge of the Natrona County School District (NCSD) property to the southeast end of the NCSD property, and to connect to the street sidewalk on Hickory Street in a location and configuration approved by the City Engineer. NCSD shall provide recorded public access easements for said pathway in a form acceptable to the City.
2. Pursuant to Appendix B, of Title 17 of the Casper Municipal Code, organic landscaping shall be provided with a permanently installed sprinkler or drip irrigation system.
3. All on-site lighting shall be designed to reduce off-site glare and light pollution. All exterior lighting fixtures, including building, parking lot and pedestrian lighting, shall be shielded (full-cutoff). Pursuant to the Casper Municipal Code, no light pole may be taller than thirty (30) feet in height.
4. All landscaping shall be arranged in a manner that does not interfere with constructed ADA ramps, crosswalks, and other pedestrian infrastructure.
5. Pursuant to Appendix B of Title 17 of the Casper Municipal Code, landscaped islands shall be required every fifteen (15) spaces. Landscaped islands shall be a minimum of six (6) feet in width by eighteen (18) feet in length and shall contain at least two trees, or one tree and two shrubs.
6. The Hickory Street sidewalk on the north side of the right-of-way shall be extended along the Capacity Elementary entrance and landscaping, and shall connect with the proposed ten (10) foot wide, hard-surfaced pedestrian pathway. NCSD shall provide a recorded public access easement for said extension in a form acceptable to the City.
7. Prior to the issuance of a building permit, Owner shall obtain City Engineering Department approval of a stormwater drainage study for the site, and comply with all the requirements and recommendations of the drainage study as required by the City.

Ms. Kloke entered six (6) exhibits into the record.

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

Dennis Bay, 930 North Glenn Road, spoke in favor of this case.

Chairman Holloway asked about grading on the south side of the school.

Mr. Hein had concerns about the school entry way facing southwest into the prevailing wind.

Jason Meyers, 920 Pronghorn, answered the question about grading to the south. He stated a wind modeling expert had addressed the wind at the school's southwest entry way.

Ken Field, RBR Architects, 190 Palmer Drive, Fort Collins, CO advised they had hired a firm that studies and mitigates the wind. He stated that they would create a berm on the southwest side of the school to slow the wind and filter the wind with screening at the entry. He advised that the wind could be slowed but not eliminated.

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

Bonnie Alexander Dumont, 2131 Essex Avenue, spoke opposition to this case. She stated concerns about the poor soil conditions, water flow, and an underground spring on the property that runs all the time creating an ice flow in Essex Street in the winter months.

Chairman Holloway asked the applicant to address her concerns.

Mr. Meyers answered storm water drainage and subsurface water is two different matters. A drainage study is underway and Mr. Bay stated he is waiting for a geotech report regarding the piers, and the spring causing the ice flow would be addressed.

Mr. Collins stated that the subsurface issues would be handled in the building permitting process.

There being no one to speak, Chairman Holloway closed the public hearing and entertained a motion to approve, approve with conditions, deny, or table PLN-15-042-S, regarding the proposed Capacity Elementary School site plan.

Mr. King made a motion to approve case PLN-15-042-S, site plan for the proposed Capacity Elementary School with Conditions #1-7 listed in the staff report. The motion was seconded by Mr. Henrie. All those present voted aye. Motion passed.

COUNCIL ACTIONS:

There were none.

V. SPECIAL ISSUES:

There were none.

VI. COMMUNICATIONS:

A. Commission:

There were none.

B. Community Development Director:

Craig Collins, City Planner, reminded the Planning and Zoning Commission about training scheduled for Wednesday, July 29, 2015, 11:30 a.m., PSD Meeting Room.

He asked them to mark their calendars for September 8, 2015, 4:30 p.m., Casper Event Center to meet with the City Council, local Developers, and out of town Developers and continue the great discussion from the recent Developer's Forum. He felt this would be a good opportunity to hear concerns from each group, and educate the Council.

Aaron Kloke, Planner I, stated his take away from the Developer Forum was that the Developers wanted more planning. He, too, thought that the discussion was good.

Other Communications:

There were none.

C. Council Liaison:

There were none.

VII. ADJOURNMENT

Chairman Holloway called for a motion for the adjournment of the meeting. A motion was made by Ms. England and seconded by Mr. Hein to adjourn the meeting. All present voted aye. Motion carried. The meeting was adjourned at 6:56 p.m.


Chairman


Secretary