

**PLANNING AND ZONING MEETING  
THURSDAY, FEBRUARY 18, 2016  
CITY COUNCIL CHAMBERS**

These minutes are a summary of the meeting. For full details view online at [www.casperwy.gov](http://www.casperwy.gov) on the Planning Commission web page. The Planning and Zoning Commission held a meeting at 6:00 p.m., on Thursday, February 18, 2016, in the Council Chambers, City Hall, 200 North David Street, Casper, Wyoming.

Members Present:     Bob King  
                              Randy Hein  
                              Ryan Waterbury  
                              Susan Frank  
                              Fred Feth  
                              Don Redder

Absent Members:     James Holloway

Others present:       Liz Becher, Community Development Director  
                              Craig Collins, City Planner  
                              Aaron Kloke, Planner I  
                              Dee Hardy, Administrative Support Technician  
                              Bill Luben, City Attorney  
                              Jason Knopp, City Engineer  
                              Steve Cathey, Council Liaison  
                              Bobby Allbaugh, 506 Shoshoni, Cheyenne, WY

**II. MINUTES OF THE PREVIOUS MEETING**

Chairman King asked if there were additions or corrections to the minutes of the January 21, 2016 Planning & Zoning Commission meeting.

There being none, Chairman King called for a motion to approve the minutes of the January 21, 2016 Planning & Zoning Commission.

Mr. Waterbury made a motion to approve the minutes of the January 21, 2016 meeting. The motion was seconded by Mr. Feth. All those present voted aye with the exception of Mr. Redder who abstained. Minutes approved.

### III. PUBLIC HEARING

**The Chairman advised the applicants that it takes four (4) affirmative votes to carry any motion not just a majority of those commission members present. Anything less than four (4) votes is a denial. Applicants can postpone their public hearing until next month in anticipation of more Planning Commission members being present, if they so desire.**

Chairman King entertained a motion to remove Case No. PLN-16-004-C from the table for consideration at this meeting.

Mr. Waterbury made a motion to remove case PLN-16-004-C from the table for consideration. The motion was seconded by Mr. Hein. All those present voted aye. Motion passed.

**PLN-16-004-C** – *(Tabled 1/21/16)* Petition for a Conditional Use Permit for the construction of an automobile repair shop in a C-2 (General Business) zoning district, on Lot 1 and North 20' of Lot 2, Block 24, Park Addition, City of Casper, located at 211 East 5<sup>th</sup> Street. Applicant: VA Resources, LLC.

Aaron Kloke, Planner I, presented the staff report and recommended that the Planning and Zoning Commission remove **Case # PLN-16-004-C** from the table, and acknowledge withdrawal of the case by the applicant.

Chairman King entertained a motion to acknowledge withdrawal of Case No. PLN-16-004-C.

Mr. Hein made a motion to acknowledge withdrawal of Case No. PLN-16-004-C. The motion was seconded by Mr. Redder. All those present voted aye. Motion passed.

**The Chairman advised the applicants that it takes four (4) affirmative votes to carry any motion not just a majority of those commission members present. Anything less than four (4) votes is a denial. Applicants can postpone their public hearing until next month in anticipation of more Planning Commission members being present, if they so desire.**

**PLN-16-005-R** – Petition to vacate and replat Lots 2A, 2B, and Tract A, Prairie Park Estates No. 3, to create Prairie Park Estates No. 5, comprising 0.94 acres, more or less, located at 3061-3077 Quivera River Road. Applicant: Red Butte, LLC, and City of Casper.

Aaron Kloke, Planner I, presented the staff report and recommended that if, after the public hearing, the Planning and Zoning Commission finds that the requested replat meets the minimum requirements of the Casper Municipal Codes, staff recommends that the Planning

and Zoning Commission approve the requested replat and forward it to the City Council with a “do pass” recommendation, with the following conditions:

1. No fences or structures shall be constructed in the drainage easement, and the drainage easement shall not be altered in any way that would negatively affect the drainage in the area.
2. All previous requirements of the Prairie Park Estates Addition No. 2 Subdivision Agreement dated July 19, 2005 shall remain in full force and effect. Specifically, as the agreement relates to the “A” and “B” lots being considered a single developable parcel.

Mr. Kloke entered six (6) 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.

Bobby Allbaugh, 506 Shoshoni, Cheyenne, WY, spoke in favor of this case.

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

There being no others to speak, Chairman King closed the public hearing and entertained a motion to approve, approve with conditions, deny, or table PLN-16-005-R, regarding the proposed Prairie Park Estates No. 5 and forward a “do pass” recommendation to City Council.

Ms. Frank made a motion to approve case PLN-16-005-R, replat creating Prairie Park Estates No. 5, with Conditions #1-2 listed in the staff report and forward a “do pass” recommendation to Council. The motion was seconded by Mr. Waterbury. 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:

Liz Becher, Community Development Director, reminded the Planning and Zoning Commission that there would be a lunch training Wednesday, February 24, 2016, where Wallace Trembath, Assistant City Attorney will

discuss how to make a motion and other legal proceedings. An update will be provided regarding the RFP that has been issued for the Comprehensive Land Use Plan, and a pre proposal telephone conference scheduled for Friday, February 19, 2016, staff will have a time line and information specific to the call. The Bar Nunn Growth Boundary Agreement is now in place.

Chairman King congratulated Ms. Becher on her appointment as Assistant City Manager.

Other Communications:

C. There were none.

D. Council Liaison:

Steve Cathey, Councilman stated that he did not have any information from Council at this time, and asked if they had questions for him.

Mr. Waterbury thanked him for attending the meeting.

Chairman King congratulated him on his appointment as Vice Mayor.

## VII. ADJOURNMENT

Chairman King called for a motion for the adjournment of the meeting. A motion was made by Ms. Frank and seconded by Mr. Redder to adjourn the meeting. All present voted aye. Motion carried. The meeting was adjourned at 6:24 p.m.

  
Chairman

  
Secretary