

**PLANNING AND ZONING MEETING  
TUESDAY, JANUARY 27, 2015  
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 Tuesday, January 27, 2015, in the Council Chambers, City Hall, 200 North David Street, Casper, Wyoming.

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

Absent Members: Mary England

Others present: Liz Becher, Community Development Director  
Craig Collins, City Planner  
Aaron Kloke, Planner I  
Dee Hardy, Administrative Assistant II  
Wallace Trembath, Assistant City Attorney  
Jessica Moore, 428 North Washington Street  
Dennis Steensland, 533 South Washington Street

**II. ELECTION OF OFFICERS**

Mr. Trembath called the meeting to order, explained the election process, and advised the Planning & Zoning Commission to elect a substitute presiding officer for the election process.

Mr. Trembath opened the floor for nominations for the position of substitute presiding officer. Mr. Waterbury nominated Mr. Holloway for substitute presiding officer. The motion was seconded by Mr. Henrie. All present voted aye. Mr. Holloway was elected substitute presiding officer.

Mr. Holloway opened the floor for nominations for the position of Vice-Chairman. Mr. Hein nominated Mr. Waterbury for Vice-Chairman. Mr. Redder nominated himself. All present voted by ballot. Mr. Trembath and Ms. Hardy collected the ballots and left the room to count the them. Mr. Redder was elected Vice-Chairman for 2015.

Mr. Holloway opened the floor for nominations for the position of Chairman. Mr. Redder nominated Mr. Holloway for Chairman. All those present voted aye. Mr. Holloway was elected Chairman for 2015.

### **III. MINUTES OF THE PREVIOUS MEETING**

Chairman Holloway asked if there were additions or corrections to the minutes of the December 11, 2014 Planning & Zoning Commission meeting.

There being none, Chairman Holloway called for a motion to approve the minutes of the December 11, 2014 Planning & Zoning Commission.

Mr. Henrie made a motion to approve the minutes of the December 11, 2014 meeting. The motion was seconded by Mr.Redder. All those present voted aye. Minutes approved.

### **IV. PUBLIC HEARING**

**The Chairman advised that the first item on the agenda is:**

**PLN-14-068-S** – *(Continued from November 25, 2014)* Planned Unit Development (PUD) site plan amendments to the Greenway Park PUD (also known as “The Preserve”); and detailed site plan approval for Phase III, “The Enclave at Greenway Park,” Said amendment to the PUD propose to increase the allowable site density from a maximum of 429 dwelling units to a maximum of 530 dwelling units, and is reconfiguring the overall site and street layout. The Greenway Park PUD is generally located north of East 21<sup>st</sup> Street and east of South Missouri Avenue. Applicant: Haystack Properties, LLC.

**PLN-14-067-R** – *(Continued from November 25, 2014)* Petition to vacate and replat all of Lots 15 – 32, inclusive, Cloud Peak Lane, and a Portion of Tract G, Greenway Park II, to create Greenway Park III, comprising 15.095-acres, more or less, generally located north of East 21<sup>st</sup> and east of South Missouri Streets. Applicant: Haystack Properties, LLC.

Aaron Kloke, Planner I, presented the staff report and recommended that the Planning and Zoning Commission, table these cases.

Chairman Holloway entertained a Motion to table case PLN-14-067-R.

Mr. Redder made a motion table case PLN-14-067-R. The motion was seconded by Mr. Waterbury. All those present voted aye. Motion carried.

Chairman Holloway entertained a Motion to table case PLN-14-068-S.

Mr. Henrie made a motion table case PLN-14-068-S. The motion was seconded by Mr. Waterbury. All those present voted aye. Motion carried.

**The Chairman advised that the next item on the agenda is:**

**PLN-15-001-RZ** – Petition to vacate and replat all of Sunrise Hills No. 3, with portions of Sunrise Hills No. 9, Sunrise Hills Addition No. 12, Garden Creek Hills Patio Homes No. 1, and Tract A, and Harmony Hills No. 1, to create Harmony Hills Addition No. 2, comprising 106.16-acres, more or less, generally located at the southeast intersection of South Poplar Street and SE Wyoming Boulevard; and rezoning of said property from PUD (Planned Unit Development) and C-2 (General Business) to R-2 (One Unit Residential) and PUD (Planned Unit Development). Applicant: High Plains Investments, LLC.

Aaron Kloke, Planner I, presented the staff report and recommended that the Planning and Zoning Commission table this case.

Chairman Holloway entertained a motion to table PLN-15-001-RZ.

Mr. King made a motion to table case PLN-15-001-RZ. The motion was seconded by Mr. Hein. All those present voted aye. Motion carried.

**The Chairman advised that the next item on the agenda is:**

**PLN-15-003-C** – Petition for a Conditional Use Permit for a mobile home, for security reasons, in an M-1 (Limited Industrial) zoning district, on Lots 16-17, Block 2, Burlington Addition, located at 440 North Washington Street. Applicant: Dasa Moore and Jessica Moore.

Aaron Kloke, Planner I, presented the staff report and recommended that the Planning and Zoning Commission approve the request for a Conditional Use Permit for a mobile home, for security reasons, in an M-1 (Limited Industrial) zoning district, located at 440 North Washington Street, with the following conditions, two (2) Reasons and Findings A-F listed in the staff report:

1. Prior to the placement of a mobile home on the property, a legitimate, properly designed, and functioning business shall exist on the site.
2. The business on the site shall be required to obtain site plan approval, and shall meet all minimum standards of the Casper Municipal Code, including, but not limited to, landscaping, paving, buffering, screening, parking and access.
3. Pursuant to Section 17.84.030 of the Casper Municipal Code, the mobile home shall only be occupied as necessary for safety or security reasons, in conjunction

with the principal business use of the property, and shall be occupied only by persons responsible for security in the principal use. If said business is ever discontinued, or if ownership of the business portion of the property is separated from the residential portion of the property, the mobile home shall be immediately removed from said property, with or without notice from the City.

4. Pursuant to Section 17.12.240(I) of the Casper Municipal Code, if the Conditional Use Permit has not been exercised, and all requirements completed within a year from the date of issuance, the Conditional Use Permit shall be void, and have no further force or effect.

Ms. Kloke entered five (5) 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.

Jessica Moore, 428 North Washington Street, stated that her husband's family has lived on North Washington Street for over 60 years. Approximately five years ago they bought the property located at 440 North Washington Street, and tore down the existing run down structure. She is proposing an outdoor storage business for dump trailers, snow mobiles, and other small construction items with a mobile home for security reasons since the subject property is located in a crime prone area. She advised that she would not be comfortable having friends leave equipment there without supervision.

Mr. Henrie asked if she would be living in the mobile home and would there be a fence.

Ms. Moore replied yes she and her husband would live there and she has been pricing fence materials, not sure if the fence will be wood or chain link, but it would be 6 feet tall enclosing the entire property. She advised that gravel would be used in the beginning, but has plans for concrete in the future.

Mr. King asked if she currently resides at the adjacent property?

Ms. Moore replied yes, that she and her husband reside with her mother in law in the home adjacent to the property.

Mr. Redder inquired when she planned to start the business.

Ms. Moore advised that she would not want to run the business unless the mobile home had been placed on the property.

Mr. Waterbury asked staff for the dimensions of the lot or lots, looking at the sketch provided by the applicant, with the placement of a mobile home there does not appear to be a lot of usable space.

Mr. Collins stated that there were two (2) lots and they were approximately 25 feet by 131 feet.

Ms. Moore stated the house that was torn down was not usable, and this is a way to use the property, live on it and make some income.

Chairman Holloway stated that if she resided with her mother in law there would be more usable lot space for potential income.

Ms. Moore answered the way the home is set up it would not enable her to get to the lot in a hurry. She advised there was a difference in looking out the back window or running around the house.

Mr. King stated in a photo provided he could see a trailer on a lot behind her property.

Ms. Moore advised that was the back lot of a business, and the trailer was probably a portable that they used on jobs.

Mr. Hein suggested that she look into some type of a security camera system. She could add as many bells and whistles that she wanted and it could possibly be cheaper than placing a mobile home on the property for the same purpose.

Chairman Holloway noted the number of conditions placed on this Conditional Use Permit and asked staff what guidelines quantify a business.

Mr. Collins advised that an approved site plan, indicating ingress and egress, landscaping and screening, which are all requirements imposed on a business would answer many questions and once constructed, in good faith, would be considered a business.

Chairman Holloway points out that if this trailer would be allowed they have a year to complete all of the conditions. He asks staff when 364 day count began?

Mr. Collins advised the wording in the code states it must be completed within a year.

Chairman Holloway inquires if it is not completed is the Conditional Use Permit revoked.

Mr. Collins advised the Conditional Use Permit automatically becomes void. The trailer would not be permitted there until all the conditions listed in the staff report have been met.

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

Dennis Steensland, 533 South Washington Street, asked how many spots would be available to rent, and wanted to know if that was critical or not. Sounds like a way to

improve the neighborhood. The rules, regulations, and zoning are keeping Ms. Moore from using this property.

There being no others to speak, Chairman Holloway closed the public hearing and entertained a motion to approve, approve with conditions, deny, or table PLN-15-003-C.

Mr. King made a motion to approve case PLN-15-003-C, the request for a Conditional Use Permit for a mobile home, for security reasons, in an M-1 (Limited Industrial) zoning district, located at 440 North Washington Street, with Conditions #1-4, for the two (2) Reasons and Findings A-F listed in the staff report. The motion was seconded by Mr. Hein. All those present voted aye with the exception of Mr. Redder, Mr. Waterbury and Chairman Holloway who vote nay. Motion failed.

**The Chairman advised that the next item on the agenda is:**

**PLN-15-004-C** – Petition for a Conditional Use Permit for an off-premises sign (billboard), in a C-2 (General Business) zoning district, on Lot 3, Scotthill Ret Center Phase II, Lot 3, located at 4710 East 2<sup>nd</sup> Street. Applicant: Powder River Partners, LLC.

Aaron Kloke, Planner I, presented the staff report and recommended that the Planning and Zoning Commission continue Case #PLN-15-004-C to the February 24, 2015 public hearing.

Chairman Holloway entertained a motion to continue Case # PLN-15-004-C, to the February 24, 2015 public hearing.

Mr. Redder made a motion to continue Cases # PLN-15-004-C to the February 24, 2015 public hearing. The motion was seconded by Mr. Henrie. All those present voted aye. Motion carried.

**V. COUNCIL ACTIONS:**

There were none.

**VI. SPECIAL ISSUES:**

There were none.

**VII. COMMUNICATIONS:**

A. Commission:  
There were none.

B. Community Development Director:  
Ms. Becher welcomed the new members to the Planning and Zoning Commission, Randy Hein and Bob King. She thanked the Commission

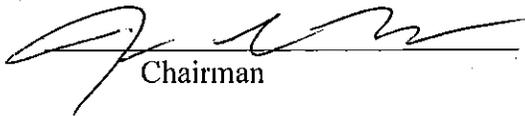
for a great job and asked which day of the week worked best for Commissioners to have training, Wednesday was selected. She stated that the training would be the third week of February to allow time to publish in the Casper Star-Tribune. She advised that beginning in March the Council Chambers would be upgraded with a new sound system, flat screens and a voting system that could be used by City Council and the Planning and Zoning Commission. She informed them that Councilman Steve Cathey would be the Liaison for 2015.

C. Other Communications:  
There were none.

D. Council Liaison:  
There were none.

### VIII. ADJOURNMENT

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

  
Chairman

  
Secretary