

**PLANNING AND ZONING MEETING
TUESDAY, JUNE 24, 2014
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, June 24, 2014, in the Council Chambers, City Hall, 200 North David Street, Casper, Wyoming.

Members Present: Fred Maguire
James Holloway
Monte Henrie
Ryan Waterbury
Mary England
Don Redder
Gary Richards

Absent Members: None

Others Present: Liz Becher, Community Development Director
Craig Collins, Associate Planner
Constance Lake, GIS Technician
Wallace Trembath, Assistant City Attorney
Andrew Beamer, City Engineer
Jack Jenks, 283 West Front Street, Missoula, MT
Teran Mitchell, 283 West Front Street, Missoula, MT
Thad Hunter, 1120 East C Street
Gail Welsch, 2222 South Fairdale Avenue

II. MINUTES OF THE PREVIOUS MEETING

Chairman Maguire asked if there were additions or corrections to the minutes of the May 27, 2014 Planning & Zoning Commission meeting.

There being none, Chairman Maguire called for a motion to approve the minutes of the May 27, 2014 Planning & Zoning Commission.

Mr. Henrie made a motion to approve the minutes of the May 27, 2014 meeting. The motion was seconded by Mr. Waterbury. All those present voted aye with the exception of Mr. Redder who abstained. Minutes approved.

III. PUBLIC HEARING

Chairman Maguire advised the first case on the agenda was PLN-14-012-S.

Wallace Trembath, Assistance City Attorney, stated the case had been tabled; therefore, a motion to remove it from the table for consideration would be required.

Ms. England made a motion to remove PLN-14-012-S from the table for consideration. The motion was seconded by Mr. Holloway. All those present voted aye. Motion carried.

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-14-012-S – *(Tabled on April 22, 2014)* Planned Unit Development (PUD) site plan approval for a three-story, 36-unit apartment building, on Lot 1, Hunt Addition No. 3, generally located at the southeast terminus of East 8th Street, between Beverly Street and Nebraska Avenue. Applicant: Jared Rude and Summit Housing Group.

Constance Lake, GIS Technician, presented the staff report which recommends that the Planning and Zoning Commission approve the site plan for the construction of a thirty-six (36) unit apartment building, and forward a “do-pass” recommendation to the City Council, with the following condition:

1. Prior to the issuance of a Certificate of Occupancy, a City-standard concrete pedestrian pathway/sidewalk shall be designed and constructed by the applicant within the existing public access easement connecting East 8th Street to Nebraska Avenue, in a location and configuration approved by the City Engineer.

Ms. Lake entered six (6) exhibits into the record for this case.

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

Jack Jenks, 283 West Front Street, Missoula, MT spoke on behalf of this case.

Teran Mitchell, 283 West Front Street, Missoula, MT spoke on behalf of this case and provided the Commission a handout of the project drawings.

Craig Collins, Associate Planner, advised the drawings submit were already a part of the record for this case.

Thad Hunter, 1120 East C Street, spoke on behalf of this case.

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

There being no one to speak, Chairman Maguire closed the public hearing and entertained a motion to approve and forward to City Council with a “do pass” recommendation, deny, or table case PLN-14-012-S.

Mr. Holloway made a motion to approve case PLN-14-012-S with Condition #1 listed in the staff report and forward a “do pass” recommendation to the City Council. The motion was seconded by Mr. Waterbury. All those present voted aye. Motion carried.

The Chairman advised the next case on the agenda was:

PLN-14-030-C – Petition for a Conditional Use Permit for a “Family Child Care Center-Zoning Review” to allow a home-based, child care and preschool facility for up to 15 children, on Lot 27, Alta Vista (RPLT), located at 2222 South Fairdale Avenue. Applicant: Gail Welsch DBA “Lions and Lambs Christian Childcare and Preschool”

Constance Lake, GIS Technician, presented the staff report which recommended that the Planning and Zoning Commission approve the request for a Conditional Use Permit to operate a “Family Child Care Center-Zoning Review” for up to fifteen (15) children, located at 2222 South Fairdale Avenue, with the following conditions:

1. The applicants shall maintain a minimum of two (2) open, off-street parking spaces for use by daycare customers, during the hours when the child care is in operation.
2. Pursuant to Section 17.12.140(A)(2) of the Casper Municipal Code, signage for all “home occupations” shall be limited to only signage that is non-illuminated, attached flush with the dwelling, and does not exceed one square foot in area.

Ms. Lake entered five (5) exhibits into the record for this case.

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

Gail Welsch, 2222 South Fairdale Avenue, spoke on behalf of this case.

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

There being no one to speak, Chairman Maguire closed the public hearing and entertained a motion to approve and forward to City Council with a “do pass” recommendation, deny, or table case PLN-14-030-C.

Ms. England made a motion to approve case PLN-14-030-C for two (2) Reasons, and six (6) Findings with the two (2) Conditions listed in the staff report. The motion was seconded by Mr. Redder. All those present voted aye. Motion carried.

IV. COUNCIL ACTIONS:

There were none.

V. SPECIAL ISSUES:

There were none.

VI. COMMUNICATIONS:

A. Commission:

Chairman Maguire advised the Commission of the training meeting scheduled for July 15, 2014 at 11:30 a.m. to discuss input from the sign community, as well as staff, and to finalize the proposed ordinance amendment regarding digital signage.

B. Community Development Director:

Liz Becher, Community Development Director, advised of Council’s decision, at their work session this evening, to allow the developer to offset the intersection of Red Wolf Drive and Grey Wolf Drive in the Wolf Creek Nine subdivision the Commission had reviewed at the May 27, 2014 and recommended be aligned. Mr. Holloway expressed his personal frustration with Council continuing to override the recommendations forward by the Planning and Zoning Commission regarding planning cases. Ms. Becher stated the Council expressed both the credibility and importance of the Planning and Zoning Commission.

Ms. Becher, also informed the Planning and Zoning Commission of upcoming opportunities, to participate in a visit from a consultant looking at implementing tax-increment financing (TIF) for special projects in Casper. She stated Commissioners would receive an invitation to participant in a lunch meeting and/or the Council work session on July 22, 2014.

C. Other Communications:

D. Council Liaison:

There were none.

VII. ADJOURNMENT

Chairman Maguire called for a motion for the adjournment of the meeting. A motion was made by Mr. Richards and seconded by Mr. Redder to adjourn the June 24, 2014 meeting of the Planning and Zoning Commission. All present voted aye. Motion carried. The meeting was adjourned at 7:47 p.m.


Vice Chairman


Secretary