

**PLANNING AND ZONING MEETING
TUESDAY, SEPTEMBER 23, 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, September 23, 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, City Planner
Aaron Kloke, Planner I
Dee Hardy, Administrative Assistant II
Wallace Trembath, Assistant City Attorney
Jason Knopp, City Engineer
Katie Ingram, 80 Fairway Drive
Bill Fehringer, 6080 Enterprise Drive
Randy Hall, 550 North Poplar Street
Lucy Turek, 2225 West 45th Street

II. MINUTES OF THE PREVIOUS MEETING

Chairman Maguire asked if there were additions or corrections to the minutes of the August 26, 2014 Planning & Zoning Commission meeting.

There being none, Chairman Maguire called for a motion to approve the minutes of the August 26, 2014 Planning & Zoning Commission.

Mr. Redder made a motion to approve the minutes of the August 26, 2014 meeting. The motion was seconded by Mr. Henrie. All those present voted aye. Minutes approved.

III. PUBLIC HEARING

The first case this evening:

PLN-14-052-PUD – Review of proposed revisions to the PUD (Planned Unit Development) Guidelines, for the Centennial Hills Addition. Applicant: 402, LLC.

Aaron Kloke, Planner I, presented the staff report which recommends that the Planning and Zoning Commission approve the proposed revisions to the PUD Guidelines for the Centennial Hills Village Addition, and forward a do-pass recommendation to the City Council.

Mr. Kloke 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.

Katie Ingram, 80 Fairway Drive, spoke in favor of this case.

Bill Fehringer, 6080 Enterprise drive, spoke in favor of this case.

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

There being no others to speak, Chairman Maguire closed the public hearing and entertained a motion to approve, approve with conditions, deny, or table case PLN-14-052-PUD.

Mr. Henrie made a motion to approve case PLN-14-522-PUD, the request for revisions to the PUD Guidelines for the Centennial Hills Village Addition, with Findings A-L listed in the staff report, and forward a “do pass” recommendation to Council. The motion was seconded by Mr. Holloway. All those present voted aye. Motion carried.

The next case this evening:

PLN-14-043-RS – *(Continued from August 26 2014)* Petition to plat a portion of SW1/4 and the SE1/4NW1/4, Section 13, T33N, R79W, 6th P.M., Natrona County Wyoming, to create the Cambridge Addition, comprising 51.80-acres, more or less; and review of the accompanying PUD site plan, located to the north of the SE Wyoming Boulevard and Country Club Road intersection. Applicant: 402, LLC.

Aaron Kloke, Planner I, presented the staff report which recommends that the Planning and Zoning Commission approve the plat and accompanying PUD site plan creating Cambridge Addition, a sub-area of the Centennial Hills Village PUD, and forward a “do pass” recommendation to the City Council with the following conditions:

1. The applicant shall pay the City the \$2,561.57 remaining balance on the recapture fees for the East 21st Street extension, pursuant to the previously executed recapture agreement, prior to the recording of the Cambridge Addition.
2. The applicant shall plant trees in all landscaped “parkways” located between the sidewalks and the streets, at a maximum spacing interval of forty (40) foot on center.
3. Prior to review by the City Council, the applicant shall submit a traffic study, a drainage study, a grading plan, and a water and sewer study to the City for review and approval.
4. Redundant vehicular access to the subdivision shall be provided from Country Club Road and Centennial Village Drive prior to the issuance of any building permits in the Cambridge Addition.
5. The applicant shall pay the City its remaining obligation for the cost of constructing Country Club Road prior to the issuance of a Permit to Construct Public Improvements. The remaining cost to be paid to the City is \$282,911, per the Gosfield Village Addition No. 4 Subdivision Agreement dated February 4th, 2014.
6. The Centennial Hills Village PUD (Planned Unit Development) Homeowner’s Association shall be solely responsible for establishing areas where on-street parking is permitted and/or prohibited, pursuant to the standards set forth in Section IV, Subsections (C) and (D) of the approved Planned Unit Development Guidelines, as amended. Given the narrow street concept implemented by the Centennial Hills Village PUD (Planned Unit Development), primary enforcement of on-street parking within the Centennial Hills Village PUD shall be the responsibility of the Homeowner’s Association.
7. In that public water service is not yet available to the proposed Cambridge Addition, the applicant shall not sell, or offer for sale, any of the lots in said addition until such time as public water service (Zone III Water) becomes available.
8. A pedestrian access pathway/trail shall be provided for residents to access the pedestrian trail along Wyoming Boulevard from the south-central portion of the Cambridge Addition. The applicant has the option of providing a minimum of a twenty (20) foot wide easement(s) from the end of one, or all, of the three cul-de-sacs (Culham Court, Cranwell Court, Bleu Court), and/or utilizing open-space #3, which is a fifty (50) foot wide power easement.

Mr. Kloke entered eight (8) 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.

Katie Ingram, 80 Fairway Drive, spoke in favor of this case.

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

There being no others to speak, Chairman Maguire closed the public hearing and entertained a motion to approve, approve with conditions, deny, or table case PLN-14-043-RS.

Mr. Holloway made a motion to approve case PLN-14-054-RS, the request for platting to create the Cambridge Addition, a sub-area of the Centennial Hills Village PUD, with Conditions #1-8, 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 carried.

Mr. Holloway made a motion to approve case PLN-14-054-RS, regarding the accompanying PUD site Plan creating the Cambridge Addition a sub-area of the Centennial Hills Village PUD, and forward a “do pass” recommendation to Council. The motion was seconded by Mr. Henrie. All those present voted aye. Motion carried.

The next case:

PLN-14-050-R – Petition to vacate and replat Lot 8, Block 1, Luker Landmark Addition, to create Blackmore Marketplace Addition No. 12, comprising 7.73-acres, more or less, located North of East 2nd Street. Applicant: Forward Development, LLC.

Aaron Kloke, Planner I, presented the staff report which recommends that the Planning and Zoning Commission approve the replat creating Blackmore Marketplace Addition No. 12, and forward a “do pass” recommendation to the City Council.

Mr. Kloke 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.

Randy Hall, 550 North Poplar Street, spoke in favor of this case.

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

There being no others to speak, Chairman Maguire closed the public hearing and entertained a motion to approve, approve with conditions, deny, or table case PLN-14-050-R.

Mr. Richards made a motion to approve case PLN-14-050-R, the request for a replat creating Blackmore Marketplace Addition No. 12, 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 next case:

PLN-14-051-C – Petition for a Conditional Use Permit for the Mesa Shopping Center Master Sign Plan, pursuant to the requirements set forth in Section 17.96.040 of the Casper Municipal Code, encompassing Mesa Additions No. 5, No. 6, No. 7 and No. 8. Applicant: Mesa Development, Inc.

Aaron Kloke, Planner I, presented the staff report which recommended that the Planning and Zoning Commission acknowledge the withdrawal of Case #PLN-14-051-C by the applicant.

Chairman Maguire entertained a motion to acknowledge the withdrawal case PLN-14-051-C.

Mr. Henrie made a motion to acknowledge the withdrawal of case PLN-14-051-C. The motion was seconded by Mr. Waterbury. All those present voted aye. Motion carried.

The next case this evening:

Ordinance Amendment – Amending Chapters 17.08 and 17.96 of the Casper Municipal Code Pertaining to Digital Signage.

Aaron Kloke, Planner I, presented the staff report which recommended that the Planning and Zoning Commission review the proposed ordinance amendment to the Casper Municipal Code, and forward a “do pass” recommendation to the City Council.

Lucy Turek, 2225 West 45th Street, spoke in favor of these amendments.

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

There being no others to speak, Chairman Maguire closed the public hearing and entertained a motion to approve, the proposed ordinance amendments to the Casper Municipal Code, and forward a “do pass” recommendation to City Council.

Mr. Holloway made a motion to approve ordinance amendments to Chapters 17.08 and 17.6, of the Casper Municipal Code creating regulations for digital signs, and forward a “do pass” recommendation to City Council. The motion was seconded by Ms. England. All those present voted aye. Motion carried.

There was discussion about the definition of flashing.

IV. COUNCIL ACTIONS:

There were none.

V. SPECIAL ISSUES:

There were none.

VI. COMMUNICATIONS:

A. Commission:

Mr. Holloway expressed a concern regarding flag lots and stated he would like to address them in a Planning and Zoning Training. Mr. Collins advised there would be a future training with flag lots being a topic.

B. Community Development Director:

Ms. Becher stated that City Council, in a work session, addressed the cost sharing of a public street regarding the DMK Subdivision. Another topic discussed in the work session was permitting satellite wineries. She advised the next training would be held Tuesday, October 7, 2014, with discussion regarding a vintage sign ordinance, design standards, an RFP for the Comp Plan and flag lots. Please bring your lunch and join us.

She indicated that at the end of the year Fred Maguire, James Holloway, and Gary Richards terms would be up. Mr. Maguire would not be eligible for another term, Mr. Holloway and Mr. Richards could request to be reappointed. She asked them to please let us know if they were interested in reappointment. City Council would be conducting interviews late in November or early December.

C. Other Communications:

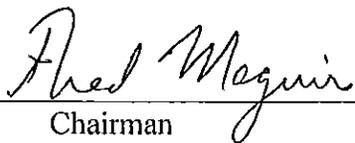
There were none.

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. Redder and seconded by Mr. Henrie to adjourn the meeting. All present voted aye. Motion carried. The meeting was adjourned at 7: 18 p.m.


Chairman


Secretary