



City of Laramie

Community Development Department
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MINUTES

Laramie Planning Commission

Monday, January 11, 2016 at 4:30 PM

City Council Chambers, City Hall

406 Ivinson Avenue, Laramie, WY

The Planning Commission meetings are open to the public. Requests from person with disabilities must be made to the Community Development Department 24 hours in advance of the meeting.

1. CALL TO ORDER

Meeting convened at 4:29 PM

Members present: Kathe Carlton, Jim McGrath, Ben McKay, Justin Piccorelli, Brandon Reynolds, Randy Vickers, and Kaye Willis (Chair)

Members absent: None

There was a quorum present at all times.

Council Liaison: Bryan Shuster (absent)

Staff Present: Charles Bloom, Eric Conner, Randy Hunt, Derek Teini and Kathleen Wickersham

2. APPROVAL OF AGENDA AND MINUTES

2-A. Changes and Approval of Agenda

Agenda was approved as written.

2-B. Monday, November 9, 2015 Planning Commission Meeting Minutes

MOTION BY VICKERS, seconded by Reynolds, to approve the Minutes from the Monday, November 9, 2015 Planning Commission meeting.

Aye: 7

Nay: 0

Motion carried.

3. CITIZEN COMMENTS - Non-Agenda Related Topics – No Action Can Be Taken

No citizen comments.

4. PLANNING COMMISSION AND STAFF REPORTS AND COMMENTS

Community Development Director Hunt introduced Eric Conner as the new Associate Planner. Conner started his employment with the City's Planning Division began on December 3rd.

Principal Planner Teini informed the Planning Commission that the Parks and Recreation Master Plan has undergone revisions by the Parks and Recreation Ad Hoc Committee. The revised Plan will be before the Planning Commission in February. Staff plans to have the revised Parks and Recreation Master Plan on the City's website later this week. An email will be sent to the Commissioners notifying them that the Plan is on the web and available for reviewing.

The Iverson Avenue reconstruction project to rebuild the roadway and infrastructure from 9th Street to 15th Street will be before the City Council at a special meeting on Thursday, January 28th to discuss the final design and contract. The meeting will begin at 6 PM.

The Preliminary Plat for Mountain West Estates Subdivision was reconsidered and approved by the City Council on January 5th.

Staff provided the Commissioners a print out of an article entitled "The Legal Standard for Stating Reasons for Decisions" from the December 2015 issue of American Planning Association.

4-A. Monthly Reports (FYI)

Copies of two Community Development Department monthly reports were provided to each Commissioner in their agenda packet.

4-B. Planning Division – 2016 Application Submittal Schedules (FYI)

Wickersham explained the Submittal Schedules to the Commission.

4-C. Cirrus Sky Master Plan (FYI)

Principal Planner Teini provided a brief overview of the Cirrus Sky Master Plan.

5. DISCLOSURES — Ex-parte communications; potential conflicts of interest

No disclosures.

6. CURRENT PLANNING PROJECTS

OLD BUSINESS:

NEW BUSINESS:

6-A. CUP-15-09 3722 Hayford Avenue – Type 2 Child Care Home

Teini, Principal Planner, provided a review of the staff report. The applicant, Ruth Williams, requested a Conditional Use Permit to establish a Type 2 Child Care Home not to exceed ten (10) children located at 3722 Hayford Avenue.

The applicant, Ms. Williams was present and addressed the Commission to provide additional information regarding her child care home request.

The following citizen(s) spoke on this matter:

Geoff Letchworth, Laramie

MOTION BY VICKERS, seconded by McGrath, to approve a Conditional Use Permit for operation of a Type 2 Child Care Home at 3722 Hayford Avenue zoned LR (Limited Single-Family Residential), based on findings of fact and conclusions of law and subject to all staff's recommended conditions.

Aye: 7

Nay: 0

Motion carried.

7. TRAINING

7-A. Wyoming Public Documents and Open Meetings Acts

Prior to the start of the meeting, each Commissioner was provided a copy of the Wyoming Public Records and the Open Meetings Acts of 2012 PowerPoint slides and a brochure entitled Wyoming Public Documents printed by Wyoming Press Association (effective July 1, 2013). Paula Wilson-Cazier provided Wyoming Public Documents and Open Meetings Acts to all seven members of the Planning Commission.

8. LONG RANGE PLANNING PROJECTS

No items.

8. VARIANCES (sitting as Board of Adjustment)

No items.

9. ADJOURN

MOTION BY CARLTON, seconded by Vickers, to adjourn the meeting.

Aye: 7

Nay: 0

Motion carried.

Meeting adjourned at 5:41 PM.

VALIDATED:

KAYE WILLIS	01/25/2016
Kaye Willis, Planning Commission Chair	Date

KATHLEEN WICKERSHAM	01/25/2016
Kathleen Wickersham, Planning Commission Secretary and Clerk	Date

The original Minutes were approved and signed on January 25, 2016.
The signed document is on file.