



# City of Laramie

Community Development Department  
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## MINUTES

### Laramie Planning Commission

Monday, January 25, 2016 at 4:30 PM

City Council Chambers, City Hall

406 Ivinson Avenue, Laramie, WY

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*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.*

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#### 1. CALL TO ORDER

Meeting convened at 4:30 PM

Members present: Kathe Carlton (Arrived at 4:31 PM), 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, Paul Harrison, Randy Hunt, Jason Loos, and Kathleen Wickersham

#### 2. APPROVAL OF AGENDA AND MINUTES

##### 2-A. Changes and Approval of Agenda

Agenda was approved as written.

##### 2-B. Monday, January 11, 2016 Planning Commission Meeting Minutes

**MOTION BY VICKERS, seconded by McKay**, to approve the Minutes from the Monday, January 11, 2016 Planning Commission meeting.

Aye: 6

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

The revised Parks and Recreation Draft Master Plan will be on the February 22, 2016 Planning Commission agenda. The plan is currently available online at the City's website. Printed copies will be provided to each Commission at the end of today's meeting.

On Thursday, January 28th at 6 pm, the City Council will hold a work session on the Ivinson Avenue Conceptual Design completed by Trihydro. The work session will be televised.

There are two (2) buildings being built in Cirrus Sky, the UL building next to 22<sup>nd</sup> Street and a Spec building which are proceeding to completion this summer. The subdivision of the property into a

number of smaller lots is getting ready to move forward and the preliminary subdivision plat will be brought before the Commission this spring.

The City has completed a number of storm water drainage plans for various parts of the town. The south part of town, primarily the Spring Creek area is currently being studied and the City anticipates having that storm water drainage plan completed soon. The City intends to complete a City wide comprehensive storm water drainage master plan next year.

A contract for design of a permanent flood-protection berm is nearing completion. The permeant berm will replace the temporary berm that protects against flooding in the Westside neighborhood, near Optimist Park. The permeant berm is expected to be built in 2017. Until then the temporary berm will remain in place for the 2016 flood season.

With the City's anticipated budget constraints, staff members are working at prioritizing City projects and capital projects for the upcoming fiscal year.

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

No disclosures

**6. CURRENT PLANNING PROJECTS**

**OLD BUSINESS:**

No items

**NEW BUSINESS:**

**6-A. CUP-15-10      721 Renshaw Street – Telecommunication Tower**

Principal Planner Bloom reviewed the staff report with the Commission. The applicant, Irene Cooke for Verizon Wireless, requested a conditional use permit to allow a telecommunications tower in the location of 721 Renshaw Street.

The applicant's representative, Irene Cooke, addressed the Commission to provide handouts and additional information, as well as answer questions.

The following citizens spoke on this matter:

Tim Hale, Laramie  
Jim Giese, Laramie  
Joe Ahrenholtz, Laramie

**MOTION BY CARLTON, seconded by Vickers**, to approve a Conditional Use Permit permitting a 50'-tall monopole tower (including appurtenances) at 721 Renshaw Street, based on findings of fact and conclusions of law and subject to all staff's recommended conditions.

Aye: 6

Nay: 1

**Motion carried.**

**7. LONG RANGE PLANNING PROJECTS**

No items

**8. VARIANCES (sitting as Board of Adjustment)**

(Swearing in of witnesses.)

**8-A. VAR-15-06 1710 Boulder Drive (Parking Lot Development Requirements and Street Development Standards)**

Principal Planner Bloom reviewed the staff report with the Commission. The applicant, Albany County School District #1, represented by Ed Goetz, has requested a variance from LMC § 15.14.040.C.3 (Parking and Off-Street Loading Design Standards), 15.14.050.F (Landscaping and Screening Standards, Site Perimeter Landscaping), 15.14.050.G (Landscaping and Screening Standards, Off-Street Parking Lot Landscaping), and 15.18.010.A (Public Improvements and Design Requirements, Streets) that would grant relief from City of Laramie parking lot and street construction standards that would be required with the development of the new Laramie High School requiring Site Plan review. The variance is located at 1710 Boulder Drive.

The applicant's representative, Ed Goetz, addressed the Commission to provide additional information and answer questions.

The following citizen(s) spoke on this matter:

Gary Linford, Laramie

**MOTION BY MCGRATH, seconded by Piccorelli**, to deny the requested variances from Laramie Municipal Codes LMC § 15.14.040.C.3, 15.14.050.F, 15.14.050.G and 15.18.010.A.3, Parking and Off-Street Loading Design Standards, Landscaping and Screening Standards, and Public Improvements and Design Requirements, based on findings of fact and conclusions of law for construction of a gravel parking lot.

Substitute Motion:

**MOTION BY VICKERS, seconded by McKay**, to continue the variances request until the March 8<sup>th</sup> Planning Commission meeting.

Roll call showed:

Aye: Carlton, Reynolds, Vickers, McKay and Willis (5)

Nay: Piccorelli and McGrath (2)

**Motion carried.**

At this time, Parks and Recreation Director Paul Harrison addressed the Commission and provided each Commissioner a memo dated January 22, 2016 regarding the Parks and Recreation Master Plan and a copy of the revised Parks and Recreation Draft Master Plan.

Chair Willis and the Commission thanked Harrison for his many years of service to the City and the community and congratulated him on his upcoming retirement.

**9. ADJOURN**

**MOTION BY MCGRATH, seconded by McKay**, to adjourn the meeting.

Aye: 7

Nay: 0

**Motion carried.**

Meeting adjourned at 6:47 PM.

VALIDATED:

KAYE WILLIS	02/08/2016
Kaye Willis, Planning Commission Chair	Date

KATHLEEN WICKERSHAM	02/08/2016
Kathleen Wickersham, Planning Commission Secretary and Clerk	Date

The original Minutes were approved and signed on February 8, 2016.  
The signed document is on file.