



# City of Laramie

Community Development Department  
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## MINUTES

### Laramie Planning Commission

Monday, February 22, 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, Jim McGrath, Ben McKay, Justin Piccorelli, Brandon Reynolds and Kaye Willis (Chair)

Members absent: Randy Vickers

There was a quorum present at all times.

Council Liaison: Bryan Shuster (present)

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, February 8, 2016 Planning Commission Meeting Minutes

**MOTION BY MCKAY, seconded by Reynolds,** to approve the Minutes from the Monday, February 8, 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

Polled Commissioners to verify a quorum for the March 14<sup>th</sup> meeting, which is scheduled during the week of spring break.

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

No disclosures.

#### 6. CURRENT PLANNING PROJECTS

##### OLD BUSINESS:

6-A. City of Laramie: Revised Parks and Recreation Draft Master Plan

Paul Harrison addressed the Commission and acknowledged the efforts of the Community Development staff that helped put together the draft Parks and Recreation Master Plan. He also thanked the members of the Ad Hoc Advisory Committee for the many hours they spent working on the draft Master Plan.

Harrison provided a brief reviewed the history of the draft Parks and Recreation Master Plan. The draft Master Plan was brought before the Planning Commission on August 24, 2015. After much deliberation the Commission remanded the draft Master Plan back to the Ad Hoc Advisory Committee with a recommendation to remove in their entirety the three service areas (23, 24 and 25) within the one-mile extraterritorial area and all references to them. The Commission also directed staff to work with the County to come up with a Parks and Recreation Plan for the extraterritorial area.

On September 30, 2015 the Ad Hoc Advisory Committee approved the Planning Commission recommendations, however instead of "removal in their entirety" the external service areas were retained as placeholders within the document, however all recommendations (except one standard recommendation) and information related to the external service areas were stripped out of the Plan.

The Plan was back before the Planning Commission for approval/adoption.

Prior to the beginning of the meeting, Commissioners were provided with two letters. One letter was from John Nutter and the other from Commissioner Randy Vickers, both were regarding the Parks and Recreation Master Plan.

The following citizens spoke on this matter:

Kimberly Starkey, Laramie  
Bryan Shuster, Laramie City Council Member

The Commission commended Paul Harrison, staff and the Ad Hoc Advisory Committee for their hard work on the Master Plan.

**MOTION BY MCKAY, seconded by McGrath**, to approve the Parks and Recreation draft Master Plan per Resolution PC 2016-02 with the amendments on page 146 and page 283 to removes reference to the trailhead in Imperial Heights Park in service area 11 accessing land to the east of the Park.

Aye: 6

Nay: 0

**Motion carried.**

**NEW BUSINESS:**

**6-B. TA-16-01 Providing for an Effective Determination of Value for Rights-of-Way Proposed for Vacation**

Community Development Director Randy Hunt reviewed the staff report with the Commission. The City has requested an amendment to Chapter 15.06 of the Unified Development Code to provide for an effective determination of value for rights-of-way proposed for vacation.

**MOTION BY CARLTON, seconded by Piccorelli**, to recommend that the City Council approve an amendment to Title 15 (Unified Development Code) of the Laramie Municipal Code as shown

in Attachment A, to provide for an effective determination of zero value for certain rights-of-way proposed for vacation, provided such rights-of-way meet specified conditions as stated in UDC.

Aye: 5

Nay: 1

**Motion carried.**

**6-C. TA-16-02 Amending the Use Table and Correcting Typographical Errors**

Principal Planner Bloom provided highlights of the staff report with the Commission. The City has requested amendment to Chapters 15.10 and 15.14 of the Unified Development Code allowing "Hotels and Motels" as a Permitted Use in the C2 District, allowing "Light industrial" as Permitted Use in the I2 District and correcting typographical errors in LMC 15.10.010 and 15.14.010.B.

**MOTION BY REYNOLDS, seconded by Carlton,** to recommend that the City Council approve amendments to Title 15 (Unified Development Code) of the Laramie Municipal Code for the purposes of allowing "Hotels and Motels" as a Permitted Use in the C2 District, allowing "Light industrial" as Permitted Use in the I2 District and correcting typographical errors in LMC 15.10.010 and 15.14.010.B as recommended by staff.

Aye: 6

Nay: 0

**Motion carried.**

**7. LONG RANGE PLANNING PROJECTS**

No items

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

No items.

**9. ADJOURN**

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

Aye: 6

Nay: 0

**Motion carried.**

Meeting adjourned at 5:13 PM.

VALIDATED:

KAYE WILLIS	03/14/2016
Kaye Willis, Planning Commission Chair	Date

KATHLEEN WICKERSHAM	03/14/2016
Kathleen Wickersham, Planning Commission Secretary and Clerk	Date

The original Minutes were approved and signed on March 14, 2016.  
The signed document is on file.