



# City of Laramie

Planning Division  
P.O. Box C  
Laramie, WY 82073

Telephone: (307) 721-5207  
Fax: (307) 721-5248

---

## MINUTES

### Laramie Planning Commission Monday, September 12, 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 Planning Division 24 hours in advance of the meeting.*

---

#### 1. CALL TO ORDER

Meeting convened at 4:30 PM

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

Members absent: Jim McGrath

There was a quorum present at all times.

Council Liaison: Bryan Shuster (present)

Staff Present: Charles Bloom, Eric Conner, 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, August 22, 2016 Planning Commission Meeting Minutes

**MOTION BY MCKAY, seconded by Reynolds,** to approve the Minutes from the Monday, August 22, 2016 Planning Commission meeting as written.

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

Derek Teini was recently promoted to Planning Manager.

Snowy Range Road Pathway Open House will be held Wednesday, September 21, 2016 from 5:30 PM to 7:30 PM at the Linford Elementary School. All citizens are welcome, West Laramie residents are strongly encouraged to attend and share comments. A person who is unable to attend the open house, can share comments by contacting Planning staff or Todd Feezer, Director of the Parks & Recreation Department.

Charles Bloom was named the Planner of the Year at a recent conference of the Wyoming Planning Association.

Also at the Wyoming Planning Association the City was awarded the Urban Planning Project of the Year for the Parks and Recreation Master Plan.

Kathleen Wickersham, the Administrative Assistant for Community Development and the clerk and secretary to the Planning Commission will be retiring from the City on September 30<sup>th</sup>.

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

No disclosures.

**6. CURRENT PLANNING PROJECTS**

**OLD BUSINESS:**

No items.

**NEW BUSINESS:**

**6-A. Adoption of 2017 Meeting Calendar**

Wickersham informed the Commission that the UDC (UDC §15.04.030.D, p. 2) requires the Planning Commission to adopt their annual schedule of meetings.

**MOTION BY CARLTON, seconded by Piccorelli**, to designate the City of Laramie Planning Commission's meeting dates as shown on the 'Planning Commission-Meeting Calendar for 2017', per UDC § 15.04.030.D.

Aye: 6

Nay: 0

**Motion carried.**

**6-B. Renaming of Ivinson Street to Ivinson Avenue**

Senior Planner Bloom gave a brief review of the memorandum. The applicant, Kim Viner requested that Ivinson Street be renamed to Ivinson Avenue from 1<sup>st</sup> to 15<sup>th</sup> Streets.

**MOTION BY VICKERS, seconded by Piccorelli**, to recommend that the City Council approve the request to rename Ivinson Street to Ivinson Avenue.

Aye: 6

Nay: 0

**Motion carried.**

**6-C. CUP-16-10 1972 Franklin Street-Type 2 Child Care Home**

Associate Planner Conner shared the staff report with the Commission. The applicant Kayla Winslow requested a conditional use permit for the operation of a Type 2 Child Care Home at the location of 1972 Franklin Street.

The applicant was not present.

**MOTION BY REYNOLDS, seconded by McKay**, to approve a Conditional Use Permit for the operation of a Type 2 Child Care Home, in a single-family residence located at 1972 Franklin Street and zoned R2M, based on findings of fact and conclusions of law and subject to all staff's recommended conditions.

Aye: 6

Nay: 0

**Motion carried.**

**6-D. Z-16-04                    2159 Snowy Range Road**

Conner, the Associate Planner, addressed the Commission to provide background information on the zoning request. The applicant Chad Wagner requested the establishment of ROB (Residential Overlay for Business Districts) for an area zoned B2 (Business) District and measuring approximately 18,000 sq. ft. in size at the location of 2159 Snowy Range Road.

The applicant was available to answer questions.

**MOTION BY VICKERS, seconded by Reynolds**, to recommend approval to the City Council to establish ROB (Residential Overlay for Business Districts) and to retain B2 (Business) Zoning for 2159 Snowy Range Road which encompasses an area approximately 18,000 sq. ft. in size, based on findings of fact and conclusions of law.

Aye: 6

Nay: 0

**Motion carried.**

**7. LONG RANGE PLANNING PROJECTS**

No items.

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

(Swearing in of witnesses.)

**8-A. VAR-16-05                    Stagecoach Ridge Subdivision - Power Lines Underground**

Associate Planner Conner provided a brief review of the staff report. The applicant BLT, LLC requested a variance from LMC § 15.16.040.J (Communication and Power Lines to be Underground) that would grant relief from the City of Laramie standards that would be required with the establishment of a subdivision. The Stagecoach Ridge Subdivision is located at the northwest corner of Beaufort and 22nd Streets.

Christie Roberts of Gertsch Baker Engineering & Design, Inc. provided several handouts to the Commission. Roberts also addressed the Commission to answer questions and present additional information.

The applicant's representative, J.D. Romsa addressed the Commission to provide additional information and answer questions.

The following citizens spoke on this matter:

Jason Tangeman, Laramie

John Erickson, Gertsch Baker, Laramie

**MOTION BY VICKERS, seconded by Reynolds**, to deny the requested variance from Laramie Municipal Code LMC § 15.16.040.J – Communication and Power Lines to be Underground, based on findings of fact and conclusions of law.

A roll call vote was taken.

Commissioner Carlton - Aye

Commissioner Reynolds – Aye

Commissioner Piccorelli - Aye

Commissioner Vickers - Aye

Commissioner McKay – Aye

Commissioner Willis - Aye

Aye: 6

Nay: 0

**Motion carried.**

**9. ADJOURN**

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

Aye: 6

Nay: 0

**Motion carried.**

Meeting adjourned at 5:52 PM.

VALIDATED:

|   |               |
|---|---------------|
| KAYE WILLIS                                     | 09/26/2016    |
| _____<br>Kaye Willis, Planning Commission Chair | _____<br>Date |

|   |               |
|---|---------------|
| KATHLEEN WICKERSHAM   | 09/26/2016    |
| _____<br>Kathleen Wickersham, Planning Commission Secretary and Clerk | _____<br>Date |

The original Minutes were approved and signed on September 26, 2016.  
The signed document is on file.