

**CITY OF LARAMIE, WYOMING
LARAMIE PLANNING COMMISSION REGULAR MEETING MINUTES
CITY HALL COUNCIL CHAMBERS, 406 IVINSON AVE, LARAMIE, WY 82070**

MARCH 23, 2026

1. CALL TO ORDER

Meeting was called to order by Chair Mattimore at 4:30 p.m.

Members present: Sharon Buccino, Kendra Bull, Jana Heisler-White, Chris Moody (virtual), Donal O'Toole, Jake Schneider, and Tom Mattimore.

Members absent: none.

Council Liaison: Matt Lockhart (present)

Staff Present: Derek Teini, Community and Economic Development Director; Philip Gabathuler, Planning Manager; Joseph Shahidi, Planner II; Todd Feezer, City Manager; Ryan Shoefelt, Deputy City Clerk; and Lucas Whitt, Chief Building Official.

2. APPROVAL OF AGENDA AND MINUTES

2.A. Changes and Approval of Agenda

A. MOTION BY BUCCINO, seconded by Mattimore, to amend the Agenda as follows:

Under new business Item #6.B.i to reflect Todd Feezer as City Manager.

MOTION CARRIED by voice vote.

B. MOTION BY BUCCINO, seconded by Schneider, that the Agenda was approved as amended.

MOTION CARRIED by voice vote.

2.B. Planning Commission Meeting Minutes

2.B.i. LPC Minutes 2.23.2026

MOTION BY SCHNEIDER, seconded by Mattimore, to approve the minutes from February 23, 2026.

MOTION CARRIED by voice vote.

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

Public comment received from Wendi Chapman.

4. PLANNING COMMISSION AND STAFF REPORTS AND COMMENTS

Philipp Gabathuler- Forge Exchange is open until the end of the month. Shared the new development signs.

Derek Teini- Downtown Development Plan, includes multiple events Wednesday through Friday to engage with the consultants, Downtown Development Authority members, downtown businesses, and

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community members. Follow the link <https://cityoflaramie.org/324/Downtown-Development-Authority> on the city website to the survey and schedule of events. Joint work session with Council on April 14th to discuss the Downtown Development Plan.

Donal O'Toole- The new park signs look nice and was a job well done.

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

Donal and Tom met with Director Teini for more information about the blight designation.

6. CURRENT PLANNING PROJECTS

6.A. OLD BUSINESS: No items.

6.B. NEW BUSINESS:

6.B.i. RESOLUTION 2026-04 – West Side Urban Renewal Plan and Project

FILE: RESOLUTION 2026-04 – West Side Urban Renewal Plan and Project

REQUEST: A Resolution recommending establishment of an Urban Renewal Plan and Project Area for the West Side Site, AKA 4G Property.

LOCATION: A tract in the E ½ of Section 32, Township 16 North, Range 73 West, of the 6th P.M., Albany County, Wyoming

APPLICANT: City of Laramie

PURPOSE: To recommend approval of the West Side Plan and Project

PREPARED BY: Todd Feezer, City Manager & Derek T Teini, AICP, Community and Economic Development Director

Public comments received from the following:

Brett Glass, Merav Ben-David, Anne Brande, Florence Sanchez do Couto, Wendi Chapman, Chavawn Kelley, and Eric Henderson.

MOTION BY MATTIMORE, seconded by Heisler-White, to postpone Resolution 2026-04, the West Side Urban Renewal Plan and Project to the April 27th meeting.

MOTION CARRIED by voice vote.

6.B.ii. TA-26-01: UDC Text Amendment Update – Building Codes

FILE: TA-26-01: UDC Text Amendment Update – Building Codes

REQUEST: An amendment to multiple Sections within Title 15 of the City of Laramie Municipal Code

APPLICANT: City of Laramie

PURPOSE: To update Laramie Municipal Code as a necessary, regular practice and to address comments provided by the contracting community related to building codes

PREPARED BY: Lucas Whitt, Chief Building Official

MOTION BY SCHNEIDER, seconded by Bull, to recommend that the City Council approve amendments to LMC Title 15 for the purpose of updating, amending, adding and deleting select sections of the ICC 2024 Code within the city code as recommended by staff.

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No public comment received.

MOTION CARRIED by voice vote.

7. LONG RANGE PLANNING PROJECTS

No items.

Planning Commission recessed at 5:41 pm.

Planning Commission reconvened at 5:45 pm.

MOTION BY O'TOOLE, seconded by Schneider, to adjourn as Planning Commission and reconvene as Board of Adjustment.

MOTION CARRIED by voice vote.

Planning Commission adjourned at 5:45 pm.

Board of Adjustment convened at 5:45 pm.

8. VARIANCES (sitting as Board of Adjustment)

(Swearing in of witnesses.)

8.A. VAR-25-0011: Neighbors of Laramie River Request for Relief from Section 15.14.140.A.6.B of Laramie Municipal Code

FILE: VAR-25-0011: Neighbors of Laramie River Request for Relief from Section 15.14.140.A.6.b of Laramie Municipal Code

REQUEST: The following variances are requested from Laramie Municipal Code 15.14.140.A.6.b (Setbacks for manufactured Home Communities)

PROJECT LOCATION: 1664 Cedar St

OWNER: Neighbors of Laramie River LLC, a WY LLC

APPLICANT: Jeffery T. Van Fleet, Brown & Hiser LLC

CURRENT ZONING: B1 (Limited Business) Zoning District

PREPARED BY: Joseph Shahidi, Planner II

MOTION BY BUCCINO, seconded by O'Toole, to deny the requested variance from Laramie Municipal Code 15.14.140.A.6, which would permit the applicant to encroach on setback requirements for manufactured home communities, located at 1664 Cedar St, based on findings of fact and conclusions of law.

No public comment received.

Roll call showed Aye: Buccino, Bull, Heisler-White, Moody, and O'Toole. Nay: Schneider and Mattimore. Absent: None. MOTION CARRIED.

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9. ADJOURN

MOTION BY MOODY, seconded by O'Toole, to adjourn as Board of Adjustment.

MOTION CARRIED by voice vote.

Meeting adjourned at 7:12 p.m.

APPROVED:

Tom Mattimore, Planning Commission Chair

Date

Derek Teini, Community and Economic Development Director

Date