

**MINUTES
CITY OF LARAMIE, WYOMING
LARAMIE PLANNING COMMISSION
JANUARY 25, 2021**

1. CALL TO ORDER

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

Members present: Maura Hanning, Jim McGrath, Barry Nelson, Jake Schneider, Evan Townsend, Katherine Kasckow, and Shannon Polk (Chair).

Members absent: None.

Council Liaison: Brian Harrington (absent)

Staff Present: Derek Teini, Planning Manager; Matthew Cox, Associate Planner; and Ryan Shoefelt, Deputy City Clerk.

2. APPROVAL OF AGENDA AND MINUTES

2.A. Changes and Approval of Agenda

MOTION BY HANNING, seconded by Townsend, that the Agenda was approved as presented.

MOTION CARRIED by voice vote.

2.B. Planning Commission Meeting Minutes

2.B.i. LPC Minutes 1.11.2020

MOTION BY TOWNSEND, seconded by Hanning, to approve the minutes from January 11, 2020.

MOTION CARRIED by voice vote.

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

None.

4. PLANNING COMMISSION AND STAFF REPORTS AND COMMENTS

Teini- Next meeting two trainings for open meetings and nuisance abatements.

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

None.

6. CURRENT PLANNING PROJECTS

6.A. OLD BUSINESS: No items.

6.B. NEW BUSINESS:

6.B.i. Submittal Schedules 2021

MOTION BY SCHNEIDER, seconded by Townsend, to approve the 2021 Planning Submittal Schedules.

MOTION CARRIED by voice vote.

**MINUTES
CITY OF LARAMIE, WYOMING
LARAMIE PLANNING COMMISSION
JANUARY 25, 2021**

6.B.ii. TA-20-04 Financial Security Options

MOTION BY TOWNSEND, seconded by McGrath, to recommend that the City Council approve amendments to LMC 15.18.030.C – Financial Security & 15.18.070 – Reduction of Security for Public Improvements as shown in Attachment A.

Roll call showed Aye: Hanning, McGrath, Nelson, Schneider, Townsend, Kasckow, and Polk. Nay: None. Absent: None. MOTION CARRIED.

7. LONG RANGE PLANNING PROJECTS

No items.

MOTION BY MCGRATH, seconded by Hanning, to adjourn as Planning Commission and reconvene as Board of Adjustment.

MOTION CARRIED by voice vote.

Planning Commission adjourned at 5:11 pm.
Board of Adjustment convened at 5:11 pm.

8. VARIANCES (sitting as Board of Adjustment)

(Swearing in of witnesses.)

8.A. VAR-20-09: 2900 Sheridan Street – A Variance Request from LMC 15.06.060.D.3 Lapse of Approval

MOTION BY SCHNEIDER, seconded by McGrath, to approve the requested variance from Laramie Municipal Code 15.06.060.D.3 Lapse of Approval to allow for a time extension related to an approved Variance (VAR-19-02), allowing an extension to the originally approved condition #4 “4. The owner shall complete construction and be issued a certificate of occupancy for the single-family home by January 1, 2021.” modifying the condition to state, “The owner shall complete construction and be issues a certificate of occupancy for the single-family home by January 1, 2022.

MOTION CARRIED by voice vote.

9. ADJOURN

MOTION BY MCGRATH, seconded by Townsend, to adjourn the meeting.

MOTION CARRIED by voice vote.

Meeting adjourned at 5:21 p.m.

**MINUTES
CITY OF LARAMIE, WYOMING
LARAMIE PLANNING COMMISSION
JANUARY 25, 2021**

APPROVED:

Shannon Polk, Planning Commission Chair

Date

Derek Teini, Planning Manager

Date