

**MINUTES
CITY OF LARAMIE, WYOMING
LARAMIE PLANNING COMMISSION
JULY 27, 2020**

1. CALL TO ORDER

Meeting was called to order by Chair McGrath at 4:31 p.m.

Members present: Marc Homer, Katherine Kasckow, Maura Hanning, Shannon Polk, Evan Townsend, Brent Roth, and Jim McGrath (Chair).

Members absent: None.

Council Liaison: Bryan Shuster (present)

Staff Present: Derek Teini, Planning Manager; Matthew Cox, Associate Planner; Todd Feezer, Assistant City Manager; Ryan Shoefelt, Deputy City Clerk; and Bob Southard, City Attorney.

2. APPROVAL OF AGENDA AND MINUTES

2.A. Changes and Approval of Agenda

MOTION BY KASCKOW, seconded by Hanning, that the Agenda was approved as written.

MOTION CARRIED by voice vote.

2.B. Planning Commission Meeting Minutes

2.B.i. LPC Minutes 6.22.2020

MOTION BY TOWNSEND, seconded by Hanning, to approve the minutes from June 22, 2020.

MOTION CARRIED by voice vote. Commissioners Polk and Kasckow abstained.

2.B.ii. LPC Minutes 7.13.2020

MOTION BY HOMER, seconded by Townsend, to approve the minutes from July 13, 2020.

MOTION CARRIED by voice vote. Commissioner Hanning abstained.

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

None.

4. PLANNING COMMISSION AND STAFF REPORTS AND COMMENTS

Polk - Downtown UDC work session with Council on July 28th.

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

None.

6. CURRENT PLANNING PROJECTS

**MINUTES
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LARAMIE PLANNING COMMISSION
JULY 27, 2020**

6.A. OLD BUSINESS:

6.A.i. FP-19-01: Spring Creek Village First Filing Final Plat

Councilor Shuster arrived at 4:49 pm.

MOTION BY ROTH, seconded by Polk, to include the findings of fact and statements of law as provided by the applicant to our original decision earlier this year.

Roll call showed Aye: Polk and Roth. Nay: Hanning, Homer, Kasckow, Townsend, and McGrath. Absent: None. MOTION FAILED.

MOTION BY KASCKOW, seconded by McGrath, to reconsider the item.

Roll call on reconsideration showed Aye: Hanning, Homer, Kasckow, Townsend, and McGrath. Nay: Polk and Roth. Absent: None. MOTION CARRIED.

MOTION BY MCGRATH, seconded by Kasckow, to deny the Spring Creek Village First Filing Final Plat (FP-19-01) based on findings of fact and conclusions of law.

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

6.B. NEW BUSINESS:

6.B.i. SP-20-13: 3520 US HWY 287 – Albany County Sports Complex Parking Amounts

MOTION BY HANNING, seconded by Kasckow, to approve the use of the 171 existing parking spaces, 5 new parking spaces and 2 ADA parking spaces to satisfy the parking requirements for the use "Community Playfields and Parks" and as proposed per Site Plan Application SP-20-13.

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

6.B.ii. By-Laws for Board of Adjustment, Board of Appeals, Nuisance Board of Appeals and Solar Board of Review

MOTION BY POLK, seconded by Kasckow, to direct staff to begin work on developing by-laws for the Board of Adjustment, Board of Appeals, Nuisance Board of Appeals and Solar Board of Review.

MOTION CARRIED by voice vote.

Motion to Reconvene:

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

MOTION CARRIED by voice vote.

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6.B.ii. CUP-20-05 Laramie Christian Academy - K-8 Private School in R3 (Multi-Family) District

Commissioner Homer left at 6:00 pm.

MOTION BY POLK, seconded by Townsend, to approve a Conditional Use Permit for the establishment of a private school on a lot zoned R3 (Multi-Family) District located at 1517 Canby St., based on findings of fact and conclusions of law and subject to all of staff's recommended conditions as follows with these edits:

1. The sidewalk along 15th Street is to be constructed the length of the whole property at 1517 Canby Street before an "18 month" timeline.
2. Landscaping to be provided along the south side of the property for approximately 250 feet with an L1 buffer yard, requiring 50 landscaping units, "to be discussed further with city staff and discuss suitable landscaping for that space."
3. The parking lot shall be paved on the south side of the property where the school will be located, including white striping for 7 parking spots and 1 ADA space. These parking spaces will be accessed by a paved driveway from 15th Street. "Have that completed on the timeline of 5 years."
4. Site Plan application will be required for all above conditions.
5. Traffic Impact Study to be conducted once school reaches "75" students.

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

7. LONG RANGE PLANNING PROJECTS

No items.

8. VARIANCES (sitting as Board of Adjustment)

9. ADJOURN

MOTION BY HANNING, seconded by Polk, to adjourn the meeting.

MOTION CARRIED by voice vote.

Meeting adjourned at 6:14 p.m.

APPROVED:



Jim McGrath, Planning Commission Chair

14 Sept 20

Date



Derek Teini, Planning Manager

9/14/20

Date