

AGENDA

Laramie Planning Commission

Monday, October, 24, 2022 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.

NOTE: As a temporary public health measure and due to the current State Mandate related to the COVID-19 pandemic public gathers have been limited. The City has established the capability for members of the public to access the meeting remotely either through video conference technology or by phone. The information can be found below:

Join Zoom Meeting

<https://zoom.us/j/713514851?pwd=aGhXNkNQeXZOTnRrUFRXTjhxYjZ3QT09>

Meeting ID: 713 514 851 Password: 648198

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Meeting ID: 713 514 851

Find your local number: <https://us02web.zoom.us/j/keouQoXOM>

- 1. Call To Order/Roll Call**
- 2. Approval Of Agenda And Minutes**
 - 2.A. Changes And Approval Of Agenda**
 - 2.B. Planning Commission Meeting Minutes**
 - 2.B.i. LPC Minutes 9.21.2022**

Documents:

[LPC Minutes 9-21-22 CAPP Special Meeting.pdf](#)
 - 2.B.ii. LPC Minutes 9.22.2022**

Documents:

[LPC Minutes 9-22-22.Pdf](#)
 - 2.B.iii. LPC Minutes 9.26.2022**

Documents:

[LPC Minutes 9-26-22.Pdf](#)
- 3. Citizen Comments - Non-Agenda Related Topics – No Action Can Be Taken**
- 4. Planning Commission And Staff Reports And Comments**
- 5. Disclosures – Ex-Parte Communications; Potential Conflicts Of Interest**
- 6. Current Planning Projects**
 - 6.A. Old Business:**
 - 6.B. New Business:**
- 7. Long Range Planning Projects**
 - 7.A. Laramie Area Growth Plan - Work Session**
- 8. Variances (Sitting As Board Of Adjustment)**

(Swearing in of witnesses)
- 9. Adjourn**

**SPECIAL JOINT INFORMATIONAL WORK SESSION
CITY OF LARAMIE, WYOMING
LARAMIE PLANNING COMMISSION, ALBANY COUNTY PLANNING & ZONING COMMISSION, AND
CITY-COUNTY ENVIRONMENTAL ADVISORY COMMITTEE
SEPTEMBER 21, 2022**

1. CALL TO ORDER

Meeting was called to order by Anne MacKinnon, Professional Facilitator at 6:00 p.m.

2. Roll Call for Each Board

a. Albany County Planning & Zoning Commission

Members present: Keith Kennedy, Mikell Platt, Geoffrey Thyne, and Maura Hanning.

Members absent: Bern Hinckley.

b. City of Laramie Planning Commission

Members present: Sharon Buccino, Chris Dixon, Tom Mattimore, Sylvie Prasilik, Micah Richardson, Jake Schneider, and Chris Moody.

Members absent: None.

c. City-County Environmental Advisory Committee

Members present: Mary Grace Bedwell, Evelyn Hill, Rhiannon Jakopak, and Ellen Currano.

Members absent: Ramsey Bently, Eric Krszjzaniek, and Kayla Matlock.

Council present: Erin O'Doherty.

Albany County Commissioners present: none.

Staff Present: Derek Teini, Planning Manager; Darren Parkin, Natural Resource Manager; and Nancy Bartholomew, City Clerk.

County Staff present: David Gertsch and Matt Ayres (Deputy County Attorney)

Additional Guests present: Mark Stacy, Stantec.

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

None.

4. Open discussion between Stantec Consulting Services, Inc., and Commission Members to discuss the Draft Casper Aquifer Protection Plan

City Attorney Bob Southard and Albany County Assistant Attorney Matt Ayres provided information related to the timeline.

Albany County Planning and Zoning Commission need a 30-day public comment period before recommendations are sent to the Albany County Board of Commissioners.

Albany County Board of Commissioners need a 14-day public comment period before action can be taken on the CAPP Draft.

Substantive changes to the plan would require additional public comment periods.

Chris Moody requested the timeline in writing.

Buccino would like the timeline to explain the difference between certifying and adopting.

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Chair Currano asked what EAC's role was in the process. Councilor O'Doherty explained that it is to provide an endorsement or non-endorsement of the recommended changes to City Council and Albany County Board of Commissioners.

Mark Stacy, Stantec, provided updates of public comments and where the draft is available at this time. To date Stantec has received two written comments that included the following topics: water quality, requirements, and 14 requirements of an SSI that includes test holes.

This update was driven by the City/County to protect the drinking water. It is not a requirement from DEQ.

Commissioner Geoffrey Thyne joined at 6:40 pm.

Laramie Planning Commission Chair Chris Moody shared his concerns with SSIs. His concerns included the following topics: 100-year flood plain mapping and peer review.

Hanning asked what can be within the 100 ft setback.

Kennedy stated that pesticide and herbicide use should be removed from the plan.

Commissions and EAC discussed proposed changes to City Council regulations.

Mark Stacy, Stantec discussed mitigation plans and the possibility of removing Item #14.

5. Adjourn

Meeting ended at 8:09 pm.

MOTION BY RICHARDSON to adjourn the Laramie Planning Commission. Chair Moody stated the motion. MOTION CARRIED by voice vote and raised hands. Chair Chris Moody adjourned Laramie Planning Commission.

Chair Ellen Currano adjourned Environmental Advisory Committee.

MOTION BY HANNING, seconded by Thyne, to adjourn County Planning and Zoning Committee. MOTION CARRIED by voice vote.

APPROVED:

Chris Moody, Planning Commission Chair

Date

Derek Teini, Planning Manager

Date

**MINUTES
CITY OF LARAMIE, WYOMING
LARAMIE PLANNING COMMISSION
SEPTEMBER 22, 2022**

1. CALL TO ORDER

Meeting was called to order by Chair Moody at 4:02 p.m.

Chair Hinckley performed roll call:

Albany County Planning and Zoning Commission present: Keith Kennedy, Bern Hinckley, Mikell Platt, and Maura Hanning.

Members absent: Geoffrey Thyne

Deputy Clerk performed roll call:

Members present: Sharon Buccino, Tom Mattimore, Sylvie Prasilik, Micah Richardson, Jake Schneider, and Chris Moody.

Members absent: Chris Dixon

Council Liaison: Jayne Pearce (absent)

Staff Present: Derek Teini, Planning Manager; Philip Gabathuler, Principal Planner; Joseph Shahidi, Associate Planner; Todd Feezer, Assistant City Manager (joined at 5:20 pm); and Ryan Shoefelt, Deputy City Clerk.

County Staff Present: David Gertsch and Matt Ayres (Deputy County Attorney)

2. APPROVAL OF AGENDA AND MINUTES

2.A. Changes and Approval of Agenda

2.B. Planning Commission Meeting Minutes

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

4. PLANNING COMMISSION AND STAFF REPORTS AND COMMENTS

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

No disclosures for either board.

6. CURRENT PLANNING PROJECTS

6.A. OLD BUSINESS: No items.

6.B. NEW BUSINESS: No items.

7. LONG RANGE PLANNING PROJECTS

7.A. Laramie Area Growth Plan - Work Session

Cameron Gloss gave presentation.

Need for the same set of standards for both commissions.

Teini- Utility standards are an issue.

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LARAMIE PLANNING COMMISSION
SEPTEMBER 22, 2022**

Hinckley- possibility of updating road standards from gravel to paved streets?
Schneider- who is responsible for maintaining paved/graveled roads?
Who pays for the pavement, contractors?

Todd Feezer joined a 5:20 pm.

Mattimore- possibility of discussion at next Planning Commission meeting?

8. VARIANCES (sitting as Board of Adjustment)

No items.

9. ADJOURN

MOTION BY MATTIMORE, seconded by Schneider, to adjourn the meeting.

MOTION CARRIED by voice vote.

Meeting adjourned at 5:50 p.m.

Albany County Planning and Zoning Commission adjourned at 5:50 pm.

APPROVED:

Chris Moody, Planning Commission Chair

Date

Derek Teini, Planning Manager

Date

**MINUTES
CITY OF LARAMIE, WYOMING
LARAMIE PLANNING COMMISSION
SEPTEMBER 26, 2022**

1. CALL TO ORDER

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

Members present: Sharon Buccino, Tom Mattimore, Sylvie Prasilik, Micah Richardson, and Chris Moody.
Members absent: Chris Dixon and Jake Schneider.

Council Liaison: Jayne Pearce (present)

Staff Present: Derek Teini, Planning Manager; Philip Gabathuler, Principal Planner; Joseph Shahidi, Associate Planner; and Ryan Shoefelt, Deputy City Clerk.

2. APPROVAL OF AGENDA AND MINUTES

2.A. Changes and Approval of Agenda

A. MOTION BY MATTIMORE, seconded by Buccino, to amend the Agenda as follows:

After we adjourn as Board of Adjustment we reconvene to discuss the various plans that are being presented to the Planning Commission.

MOTION CARRIED by voice vote and raised hands.

MOTION BY MATTIMORE, seconded by Richardson, that the Agenda was approved as amended.

MOTION CARRIED by voice vote and raised hands.

2.B. Planning Commission Meeting Minutes

2.B.i. LPC Minutes 8.22.2022

MOTION BY MATTIMORE, seconded by Richardson, to approve the minutes from August 22, 2022.

MOTION CARRIED by voice vote and raised hands.

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

None.

4. PLANNING COMMISSION AND STAFF REPORTS AND COMMENTS

Teini- Long Range growth Plan open house Wednesday at the Rec Center. Community Planning Month. Casper Aquifer Protection Plan. Interest for in-person/ hybrid meetings.

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

None.

**MINUTES
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SEPTEMBER 26, 2022**

6. CURRENT PLANNING PROJECTS

6.A. OLD BUSINESS: No items.

6.B. NEW BUSINESS:

6.B.i. CUP-22-08 1948 Grand Avenue - School Resource Center

MOTION BY MATTIMORE, seconded by Richardson, to approve a Conditional Use Permit for the expansion of a pre-existing non-conforming use of a School Resource Center on a lot zoned R3 (Multi-Family) located at 1948 Grand Ave, based on findings of fact and conclusions of law and subject to all staff's recommended conditions.

Public Comment: None.

Roll call showed Aye: Buccino, Mattimore, Prasilik, Richardson, and Moody. Nay: None. Absent: Dixon and Schneider. MOTION CARRIED.

6.B.ii. TA-22-03 Fall 2022 UDC Update

MOTION BY Buccino, seconded by Mattimore, to recommend that the City Council approve amendments to LMC Title 15 for the purposes of updating definitions, uses, dimensions and design standards in city code as recommended by staff.

Public Comment: None.

Roll call showed Aye: Buccino, Mattimore, Prasilik, Richardson, and Moody. Nay: None. Absent: Dixon and Schneider. MOTION CARRIED.

6.B.iii. FP-22-03 Sundance Hill, 2nd Filing

MOTION BY RICHARDSON, seconded by Mattimore, to recommend approval to the City Council for the Sundance Hill, 2nd Filing final plat, based on findings of fact and conclusion of law.

Public Comment: None.

Roll call showed Aye: Buccino, Mattimore, Prasilik, Richardson, and Moody. Nay: None. Absent: Dixon and Schneider. MOTION CARRIED.

7. LONG RANGE PLANNING PROJECTS

No items.

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

MOTION CARRIED by voice vote.

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Planning Commission adjourned at 5:26 pm.
Board of Adjustment convened at 5:26 pm.

8. VARIANCES (sitting as Board of Adjustment)

8.A. VAR-22-05: 2104 S. 21ST St. Fence Variance—Height

MOTION BY MATTIMORE, seconded by Prasilik, to approve the requested Variances from Laramie Municipal Code 15.14.100.B (Side and Rear Fence Height within 45 ft. of the front lot line), based on findings of fact and conclusions of law and subject to staff's recommended conditions.

Public Comment: None.

Roll call showed Aye: Buccino, Mattimore, Prasilik, Richardson, and Moody. Nay: None. Absent: Dixon and Schneider. MOTION CARRIED.

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

MOTION CARRIED by voice vote.

Board of Adjustment adjourned at 5:44 pm.
Planning Commission convened at 5:44 pm.

Commissioner Buccino left at 5:44 pm.

8.B. Laramie Area Growth Plan Discussion

9. ADJOURN

MOTION BY MATTIMORE, seconded by Richardson, to adjourn the meeting.

MOTION CARRIED by voice vote.

Meeting adjourned at 6:39 p.m.

APPROVED:

Chris Moody, Planning Commission Chair

Date

Derek Teini, Planning Manager

Date