

**MINUTES
CITY OF LARAMIE, WYOMING
LARAMIE PLANNING COMMISSION
NOVEMBER 22, 2021**

1. CALL TO ORDER

Meeting was called to order by Acting Chair Chris Moody at 4:33 p.m.

Members present: Sharon Buccino, Chris Dixon, Tom Mattimore, Chris Moody, Micah Richardson, and Evan Townsend (arrived at 4:46 pm).

Members absent: Jake Schneider

Council Liaison: Jayne Pearce (present)

Staff Present: Derek Teini, Planning Manager; Philipp Gabathuler, Principal Planner; Todd Feezer, Assistant City Manager; William Winkler, Engineering and Nancy Bartholomew, City Clerk.

2. APPROVAL OF AGENDA AND MINUTES

2.A. Changes and Approval of Agenda

MOTION BY BUCCINO, seconded by Richardson, that the Agenda was approved as it was presented.

MOTION CARRIED by voice vote and raised hands.

2.B. Planning Commission Meeting Minutes

2.B.i. LPC Minutes 10.25.2021

MOTION BY RICHARDSON, seconded by Mattimore, to approve the minutes from October 25, 2021.

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- USAC appointee is needed.

Teini- Introduced Philipp Gabathuler, Principal Planner.

Teini- Introduced new Planning Commission members Chris Dixon and Tom Mattimore.

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

None.

6. CURRENT PLANNING PROJECTS

6.A. OLD BUSINESS: No items.

Commissioner Townsend joined the meeting at 4:46 pm.

6.B. NEW BUSINESS:

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6.B.i. Appointment of a Planning Commission Chairperson

Acting Chair asked for nomination. Commissioner Moody nominated Evan Townsend.

MOTION BY MOODY, seconded by Mattimore, to appoint Evan Townsend as Chair.

MOTION CARRIED by voice vote.

MOTION BY BUCCINO, seconded by Richardson, to appoint Chris Moody as Vice-Chair.

MOTION CARRIED by voice vote.

6.B.ii. VAC-21-01 Vacation of Alleyway within McCue Addition Lots 1-11, Block 1

MOTION BY MATTIMORE, seconded by Moody, to recommend that City Council approve the vacation of an alleyway within McCue Addition Lots 1-11, Block 1, based on findings of fact and conclusions of law and subject to staff's recommended conditions.

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

7. LONG RANGE PLANNING PROJECTS

Buccino mentioned she is participating in a Growth Management Plan Working Group. Moody asked about future Planning Commission field trips.

Chair Townsend adjourned as the Planning Commission and reconvene as the Board of Adjustment.

Motion carried by unanimous consent.

Planning Commission adjourned at 5:33 pm.

Board of Adjustment convened at 5:33 pm.

8. VARIANCES (sitting as Board of Adjustment)

(Swearing in of witnesses.)

8.A. VAR-21-03: 4503 Bobolink Lane – Issuing A Certificate of Occupancy Rather Than a Temporary Certificate of Occupancy

MOTION BY RICHARDSON, seconded by Mattimore, to postpone the requested variance from Laramie Municipal Code Section 15.18.080, that would allow the applicant to receive a certificate of occupancy for 12 residential units, located at 4503 Bobolink Lane, zoned R2, to the December 13th, 2021 Board of Adjustment Hearing, based on findings of fact and conclusions of law.

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

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9. ADJOURN

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

MOTION CARRIED by voice vote.

Meeting adjourned at 5:44 p.m.

APPROVED:

Evan Townsend, Planning Commission Chair

Date

Derek Teini, Planning Manager

Date