

**MINUTES  
CITY OF LARAMIE, WYOMING  
LARAMIE PLANNING COMMISSION  
JUNE 8, 2020**

**1. CALL TO ORDER**

Meeting was called to order by Chair McGrath at 4:32 p.m.

Members present: Katherine Kasckow, Shannon Polk, Evan Townsend, and Jim McGrath (Chair).

Members absent: Marc Homer, Maura Hanning, and Brent Roth.

Council Liaison: Bryan Shuster (present)

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

**1.A. Long Term Suspension of a Portion of Planning Commission By-Laws Relating to Being Physically Present at a Meeting to Count Towards a Quorum**

MOTION BY KASCKOW, seconded by Polk, to approve a suspension of the Planning Commission By-Laws, section XII, that would allow members not physically present to count towards a quorum for the remainder of the year (2020) at a Planning Commission meeting, ending on December 28, 2020.

MOTION CARRIED by voice vote.

**2. APPROVAL OF AGENDA AND MINUTES**

**2.A. Changes and Approval of Agenda**

MOTION BY KASCKOW, seconded by Polk, that the Agenda was approved as written or amended.

MOTION CARRIED by voice vote.

**2.B. Planning Commission Meeting Minutes**

**2.B.i. LPC Minutes 5.11.2020**

Postponed till next meeting due to lack of quorum from last meeting.

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

None.

**4. PLANNING COMMISSION AND STAFF REPORTS AND COMMENTS**

Teini- Text amendments at next meeting, Pilot Hill land swap passed, and Council will have a work session on the number of abstentions from Planning Commission.

**4.A. Accept of the resignation of Jordan Giese from the Laramie Planning Commission. accept of the resignation of Jordan Giese from the Laramie Planning Commission and forward the resignation letter and statement to the city council.**

MOTION BY MCGRATH, seconded by Polk, to forward Jordan Giese's resignation and resignation statement to City Council.

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MOTION CARRIED by voice vote.

**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. CUP-20-03: 765 Roberts Ct. – Alternative Front Lot Line**

Councilor Shuster arrived at 4:48 pm.

MOTION BY KASCKOW, seconded by Townsend, to approve a Conditional Use Permit for the establishment of an alternative front lot line to be placed along Roberts Court as opposed to the current front lot line along Westview Dr. on a lot zoned R2M (Limited Multi-Family with Manufactured Residential) District located at 765 Roberts Ct., based on findings of fact and conclusions of law.

MOTION CARRIED by voice vote.

**6.B.ii. CUP-20-02: 2280 Riverside Dr. – Oversized Accessory Building**

MOTION BY POLK, seconded by Kasckow, to approve a Conditional Use Permit for the establishment of an oversized accessory building on a lot zoned RR (Rural Residential) District located at 2280 Riverside Dr., based on findings of fact and conclusions of law.

MOTION CARRIED by voice vote.

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

MOTION CARRIED by voice vote.

Planning Commission adjourned at 5:06 pm.  
Board of Adjustment convened at 5:06 pm.

**7. LONG RANGE PLANNING PROJECTS**

No items.

**8. VARIANCES (sitting as Board of Adjustment)**

(Swearing in of witnesses.)

**8.A. VAR-20-02: 4204 Comanche Dr. – Setback Variance**

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MOTION BY KASCKOW, seconded by Townsend, to approve the requested variance from Laramie Municipal Code 15.12.000.B, Table 12-2 that would allow the applicant to retain a portico within the setback for a property located at 4204 Comanche Dr., zoned R2, based on findings of fact and conclusions of law and subject to the recommend conditions.

MOTION BY POLK, seconded by Kasckow, to postpone the request for variance VAR-20-02: 4204 Comanche Dr.- Setback Variance until the July 13<sup>th</sup> Planning Commission meeting.

MOTION BY POLK, to call the previous question.

MOTION CARRIED by voice vote.

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

**9. ADJOURN**

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

MOTION CARRIED by voice vote.

Meeting adjourned at 6:19 p.m.

VALIDATED:

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Jim McGrath, Planning Commission Chair

Date

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Derek Teini, Planning Manager

Date