

**MINUTES  
CITY OF LARAMIE, WYOMING  
LARAMIE PLANNING COMMISSION  
JANUARY 11, 2021**

**1. CALL TO ORDER**

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

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

Members absent: Jim McGrath

Council Liaison: Brian Harrington (absent)

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

**1.A. Temporary 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 Townsend, to approve a temporary suspension of the Planning Commission By-Laws, section XII, that would allow members not physically present to count towards a quorum until the June 28, 2021 Planning Commission meeting.

MOTION CARRIED by voice vote.

**2. APPROVAL OF AGENDA AND MINUTES**

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

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

MOTION CARRIED by voice vote.

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

**2.B.i. LPC Minutes 12.14.2020**

MOTION BY TOWNSEND, seconded by Hanning, to approve the minutes from December 14, 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**

Chair Polk- New Council liaison Brian Harrington.

Kasckow- Laramie Main Street- Downtown Design Standards Amendments public meetings January 13 and 20 8:00 am to 10:00 am.

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

None.

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**6. CURRENT PLANNING PROJECTS**

**6.A. OLD BUSINESS:** No items.

**6.B. NEW BUSINESS:** No items.

**7. LONG RANGE PLANNING PROJECTS**

No items.

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

MOTION CARRIED by voice vote.

Planning Commission adjourned at 4:38 pm.

Board of Adjustment convened at 4:38 pm.

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

(Swearing in of witnesses.)

**8.A. VAR-20-07: 2111 E Rainbow Avenue – Relief from Parking Lot Dimensions and Perimeter Landscaping**

MOTION BY KASCKOW, seconded by Townsend, to approve the requested variance from Laramie Municipal Code Table 15.14.030-4 -Parking Angle Dimensions (Aisle Width 2-way 24 vs proposed 22), LMC 15.14.050.G.1 & 2 – Parking Lot Perimeter Landscaping (L2 buffer on north and east side of the site vs no buffer) to allow for reconstruction of an existing non-conforming parking lot located at 2111 E Rainbow Avenue, zoned B1, based on findings of fact and conclusions of law and subject to staff recommended conditions.

MOTION BY TOWNSEND, seconded by Kasckow, to amend section 8 to add; “The applicant may also provide an alternative ADA route to building B.

MOTION CARRIED by voice vote on amendment.

MOTION CARRIED by voice vote on main motion.

**8.B. VAR-20-08: 802/810 S 10th Street – Minimum Lot Size**

MOTION BY KASCKOW, seconded by Schneider, to approve the requested variance from Laramie Municipal Code LMC Table 15.12-2 Dimensional Requirements to allow for a lot to be created that is below the minimum lot size for a property zoned R2 located at 802 S 10th Street, based on findings of fact and conclusions of law and subject to staff recommended conditions.

MOTION CARRIED by voice vote.

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**9. ADJOURN**

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

MOTION CARRIED by voice vote.

Meeting adjourned at 5:23 p.m.

APPROVED:

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Shannon Polk, Planning Commission Chair

Date

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Derek Teini, Planning Manager

Date