

**MINUTES
CITY OF LARAMIE, WYOMING
LARAMIE PLANNING COMMISSION
FEBRUARY 8, 2021**

1. CALL TO ORDER

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

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

Members absent: Evan Townsend

Council Liaison: Brian Harrington (absent); Jayne Pearce (present)

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

2. APPROVAL OF AGENDA AND MINUTES

2.A. Changes and Approval of Agenda

A. MOTION BY SCHNEIDER, seconded by Kasckow, to amend the Agenda as follows: to add item 4.A. acceptance of the resignation of Commissioner Hanning from the Planning Commission/ Board of Adjustment.

MOTION CARRIED by voice vote.

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

MOTION CARRIED by voice vote.

2.B. Planning Commission Meeting Minutes

2.B.i. LPC Minutes 1.25.2021

MOTION BY KASCKOW, seconded by McGrath, to approve the minutes from January 25, 2021.

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

4.A. Acceptance of the resignation of Commissioner Hanning from the Planning Commission/ Board of Adjustment

MOTION BY KASCKOW, seconded by Schneider, to accept Commissioner Hanning's resignation from the Planning Commission/Board of Adjustment.

MOTION CARRIED by voice vote.

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Teini- Matthew Cox was nominated for New Planner of the Year from WyoPass, Pilot Hill Project award.

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. Training Presentation - Nuisance Class

6.B.ii. Training Presentation - Open Meetings/Roberts Rules

7. LONG RANGE PLANNING PROJECTS

No items.

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

MOTION CARRIED by voice vote.

Planning Commission adjourned at 5:45 pm.

Board of Adjustment convened at 5:45 pm.

8. VARIANCES (sitting as Board of Adjustment)

(Swearing in of witnesses.)

8.A. VAR-20-10: 555 General Brees Road – Sign Variance (Location and Type)

MOTION BY HANNING, seconded by Kasckow, to approve the requested variance from Laramie Municipal Code LMC 15.14.120.C.1.b and 15.14.120.C.3.f and 15.14.120.B.28 to allow for a sign to be located within City of Laramie right-of-way and for non-monument style directional signage for a property zoned AE located at 555 General Brees Road, based on findings of fact and conclusions of law and subject to staff recommended conditions.

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

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9. ADJOURN

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

MOTION CARRIED by voice vote.

Meeting adjourned at 6:13 p.m.

APPROVED:

Shannon Polk, Planning Commission Chair

Date

Derek Teini, Planning Manager

Date