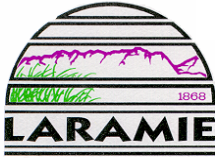


City of Laramie – Albany County

PLANNING DEPARTMENT



405 Grand Avenue
P.O. Box C
Laramie, WY 82073

(307) 721-5207
FAX (307) 721-5216
TDD(307) 721-5295



MINUTES

Laramie Planning Commission

6 June 2005

3:00 PM

City Council Chambers

I. CALL TO ORDER/ ROLL CALL

Members present: Rick Moore, Dave Paulekas, Gary Espeland, Dan Baccari, John Hester, Bob Bryant, Kaye Willis, John Swett. There was a quorum present at all times.

Members absent: Dennis Dreher.

Council Liaison present: Jodi Guerin.

Staff present: Doug Bryant, Kim Kreimeyer, Jennifer DuBord, Janis Phelps.

Guests present: Jim Cavalli and Kerry Greaser for T.O.G. Development; Bob Blake; Ken Patel of Patel Enterprises; J.D. Romsa of B.L.T. LLC; J.D. Parten and Louis Madeiros of the Laramie Congregation of Jehovah's Witnesses; David Coffey and Mark Rehwaldt of Coffey Engineering; Brett Moniz; John Halfman; Glenn Moniz.

II. APPROVAL OF AGENDA/MINUTES – Note: 16 May 2005 Minutes

Chairman Moore asked that item "H", "UniWyo landscaping modification request" be moved to the Current Planning Projects section of the agenda. Mr. Baccari motioned for approval of the minutes, seconded by Mr. Swett. Minutes approved unanimously.

III. CITIZEN COMMENTS - Non-Agenda Related Topics

There were no comments made.

IV. DISCLOSURES

Mr. Doug Bryant announced that Ms. Kreimeyer and Ms. DuBord would be leaving the city's employ on June 15th and June 17th, respectively.

V. CURRENT PLANNING PROJECTS

A. Turner Tract, zone change (O and LR to LM)

Mr. Doug Bryant emphasized that this was not a final plat, but a zone change. He explained why other zoning options were not as ideal as the requested LM and noted that there would be further restrictions in place due to the Turner Tract covenants and design requirements.

Questions were put to Mr. Doug Bryant. He stated that the legal description would be

provided by the time the project went before Council. The street layout will be discussed at the upcoming Urban Systems Advisory Committee (USAC) meeting. Chairman Moore asked Mr. Doug Bryant to reconsider the boundary along Beech Street. Mr. Baccari inquired about appropriate transitioning and stressed that the planned covenants be enforced when the time comes. Chairman Moore pointed out that required landscaping, depending upon the type of business, will act as a buffer. Ms. Willis motioned to adopt the proposed zoning change with Mr. Espeland seconding. Motion passed unanimously.

B. B.L.T., LLC, zone designation (R1)

Chairman Moore asked Mr. Doug Bryant to give the staff report. He reiterated that this was another request for zoning. The project lies in unincorporated territory and the applicants desire annexation by final plat. Mr. Doug Bryant stated that the plat, when presented, will play catch up as it goes through the Council process; when the zone change reaches the required third reading the final plat will be ready for approval, as well. Single family residential (R1) is proposed and is in agreement with the Land Use Element. Discussion followed on the size of the detention pond and the city drainage plan. Chairman Moore had concerns about Redtail ending in a cul-de-sac just short of Beaufort Street. He would prefer maintaining a grid system. Mr. Romsa spoke to this issue and Chairman Moore agreed it was not germane at this time but that the applicants should be prepared to address this issue when presenting the final plat. Mr. Baccari had questions about procedures regarding annexation by plat. It was agreed that it was preferable to have zoning changes and final plats presented simultaneously. Chairman Moore cautioned against setting precedent. Mr. Bob Bryant motioned for approval of this proposal's findings of fact and conclusions of law, contingent upon annexation by plat. This was seconded by Mr. Baccari. Mr. Hester added that he, too had concerns about Redtail Court and urged that in trying to streamline the development process Commissioners were not always receiving all the pertinent/relevant documents. Motion passed unanimously.

C. T.O.G., Inc., zone designation (R1)

Mr. Doug Bryant handed out some corrections to the packet, noting, also, that the last page of the staff report should have omitted "Planning Commission recommendations" and "City Council options". He stated that Mr. Greaser was here to represent the applicants and that they were requesting R1, single family residential, zoning. The process is the same as outlined above and the final plat will "catch up" to the zone change in the Council process by third reading. Commissioners had a variety of questions, to which Mr. Greaser responded. He also confirmed that the topography was fairly flat. Mr. Bob Bryant motioned to approve the requested zone change to R1 subject to the findings of fact and conclusions of law and conditioned upon annexation by final plat. Mr. Baccari seconded and the motion passed unanimously.

D. Patel, zone change

Mr. Doug Bryant listed the zones surrounding the area in question. He stated that staff recommends B1 versus the B2 requested by the applicant; this is also what is recommended by the Land Use Element. Mr. Baccari asked if this zoning would allow housing developments. This is allowed via the current pyramidal-type zoning; Mr. Baccari noted that he objects to this system. Ms. Willis asked if a development proposal sign had been posted. Mr. Doug Bryant stated that it didn't need to be posted until fifteen days prior to the City Council meeting. In response to Mr. Baccari, Mr. Doug Bryant stated that the intent of B1 was to provide a transition zone and that it would be subject to city landscaping requirements. Mr. Hester voiced concern about spot zoning. Mr. Patel explained his vision for the area, saying there is a real need for a

grocery store or shopping center in this part of town. Mr. Paulekas and Chairman Moore clarified Mr. Patel's desired zoning and plans and what would be permitted. Mr. Moniz, a neighboring business owner, spoke in support of Mr. Patel's plans. Mr. Paulekas moved to approve a B1 zone for the areas presented, subject to findings of fact and conclusions of law. Ms. Willis seconded with the caveat of staff recommendations. Discussion of parking requirements followed. Mr. Swett noted that the motion should be "to approve or deny the requested zone". Mr. Patel was informed that he could pull the request if he so desired. Mr. Swett amended the motion to disapprove the B2 request. Ms. Willis seconded the motion to deny. Mr. Espeland inquired about the public being informed of this potential zoning change. Chairman Moore asked that staff implement a policy to better inform the public prior to Council meetings. Motion passed with two opposed.

E. Halfman, conditional use (oversize garage)

Mr. Doug Bryant stated that the applicants were requesting an accessory building 200 feet in excess of the allowed use. He noted that the project is located on a large lot and that it is zoned rural residential; also, that the structure is reasonably sized, considering the existing house on the property. Mr. Paulekas noted that if a breezeway were included, it would be a permitted use and a conditional use need not have been applied for. Mr. Doug Bryant mentioned changes in dimensions on the site plan. Mr. Paulekas motioned to approve the conditional use as presented with the revised dimensions, subject to findings of fact and conclusions of law. Mr. Bob Bryant seconded the motion. Chairman Moore informed Mr. Halfman that Council will approve the attachments, as well as the application and that they should be sure to attach the proper drawings. Motion passed unanimously.

F. River Front, Vacation and Replat, Lot 1, Revised Block 1

Ms. Kreimeyer stated that the Laramie Congregation of Jehovah's Witnesses were the applicants. I2, via the pyramidal zoning structure, does allow churches. She described the surrounding zoning and gave the history of the property. Noting that it was originally platted in 1985, with no changes to rights-of-way since then, she requested that the preliminary plat request be waived and that such be included in the wording of the motion if it is granted. Ms. Willis asked if WyoTech vehicles would continue to park there, if that would present a problem. Ms. Kreimeyer stated that there was a 30' easement drainage and river access for a future trail. Chairman Moore went over a few Engineering checklist items and directed staff to have Mr. Juve's footnotes properly correspond to the numbering. Ms. Willis motioned for approval of the project as presented, subject to the Engineer's checklist, findings of fact and conclusions of law; the motion was amended to waive the preliminary plat request. Mr. Hester seconded the motion and included that no right of way for utilities be required. Motion passed unanimously.

G. Laramie River Business Park II, Lots 1 & 2, Block 7, Vacation of alley

Mr. Doug Bryant explained that this was to correct a survey error of a ten foot misalignment in an alley west of Adams Street. Mr. Paulekas motioned to vacate and replat a portion of the alley as presented subject to the conclusions of law and findings of fact. Mr. Hester seconded and the motion passed unanimously.

H. UniWyo landscaping update

Ms. Kreimeyer noted that this was not intended for an action item and that the representative, Larry Knopp, was not present. Discussion followed on whether the Planning Commission or the City Manager has authority to approve landscaping in an NB (Neighborhood Business) zone. Ms. Kreimeyer elaborated on the percentages of organic and inorganic materials that

were required. Concern was expressed by Commissioners that a precedent would be established, especially in regards to the neighboring service station that has yet to complete its landscaping. The general consensus was that Planning Commission approved the landscaping plan and if it were to be modified those changes would need to be approved by the Commission. Staff was directed to respond to UniWyo that Planning Commission is not satisfied with the landscaping that is in place based on current Laramie Municipal Code requirements. Furthermore, UniWyo needs to file under the appropriate section.

VI. LONG RANGE PLANNING PROJECTS

A. Comprehensive Plan - RFQ

Ms. DuBord noted an accompanying article on the selection process. She felt that an RFQ (request for qualifications) was appropriate to Laramie’s situation. She consulted with Mr. Juve on a timeline, noting that the proposed process was altered to meet the needs of the Comp Plan process. The timeline will also have to be modified considering the current staffing changes. A month seems a reasonable amount of time for the selection committee to consider three to five proposals. Planning Commission was happy with Ms. DuBord’s suggestions, only requesting that the Chair be an ex-officio member, rather than a voting member. Ms. Guerin offered input from the Council’s perspective; they would be better served by having a work session for input on the selection, but not actually interview or vote on the candidates. Council will approve the contract and so will have input in that way. “Council” was removed from the wording of the process in steps 11, 12, 13 and 15. Possible posting sites for the RFQ were discussed and it was agreed to keep Council apprised of the process.

VII. UPDATE AND INFORMATION

No updates were given.

VIII. CALENDAR

- A. Planner’s lunch – 11:4, 6/8, Overland
- B. E. Grand tree planting moved to 6/24 & 6/25 due to the recent storm caused fallen trees
- C. County Clean-Up Days 6/18 & 6/19

IX. ADJOURNMENT at 5:40

Rick Moore, Planning Commission Chairman Date

Janis K. Phelps, Secretary Date