

**CASPER PLANNING AND ZONING MEETING  
THURSDAY APRIL 13, 2023  
CITY COUNCIL CHAMBERS**

These minutes are a summary of the meeting. For full details view online at [www.casperwy.gov](http://www.casperwy.gov) on the Meetings and Agendas web page. The Planning and Zoning Commission held a meeting at 6:00 p.m., on Thursday April 13, 2023, in the Council Chambers, City Hall, 200 North David Street, Casper, Wyoming.

Members Present:                Maribeth Plocek  
   Terry Wingerter  
   Joe Hutchison  
   Michael McIntosh  
   Kenneth Bates  
   Nic Eskew

Absent Members:                Vickery Fales-Hall

Others present:                 Craig Collins, City Planner  
   Barb Santmire, Administrative Assistant III  
   Wallace Trembath, Deputy City Attorney

**I.        MINUTES OF THE PREVIOUS MEETING**

Chairperson McIntosh asked if there were additions or corrections to the minutes of the March 9, 2023 Planning & Zoning Commission meeting.

There being no additions or corrections, Chairperson McIntosh called for a motion to approve the minutes of the March 9, 2023 Planning & Zoning Commission meeting.

Mr. Wingerter made a motion to approve the minutes of the March 9 meeting. The motion was seconded by Mr. Bates. All those present voted aye. Motion carried.

**II.       PUBLIC HEARINGS**

**Our first case this evening:**

**CUP-373-2023 and CUP-351-2023** – Request for two Conditional Use Permits for property located at 1515 S. Elm Street. The first is to allow for wall heights in excess of 12’ on an existing detached garage, and the second is to convert said detached garage into an accessory dwelling unit. CUP-351-2023 was continued from the March 9, 2023 Planning and Zoning meeting. The current zoning of the property is R-2 (One Unit Residential), and is more particularly described as Lot 1, Block 3 of the Community Park Addition. Applicants: Pat and Vicki Hughes.

Craig Collins, City Planner, presented the staff report for both cases and entered 6 exhibits into the record. For case CUP-373-2023, there was one (1) staff recommended condition;

for case CUP-351-2023, there were two (2) staff recommended conditions; and there was one (1) public comment submitted.

Pat Hughes, 1515 S Elm, spoke as representative for the case. Mr. Hughes intends to increase the height of an existing detached garage and convert the upper section into an ADU. He and his wife will live in the ADU and family members will move into the main dwelling.

Chairperson McIntosh confirmed with the applicant that he understands the staff recommended conditions for each of the CUP applications.

Joan Aune, 1533 S Elm, spoke against the conditional use permits as she lives behind the subject property and is worried that the proposed height change will create an overwhelming structure that, combined with the allowance for use as an ADU, is not in alignment with the intended use/purpose of the R-2 (one unit residential) zoning.

Debra Dyer, 1523 S Elm, spoke against the conditional use permits expressing concern about adding traffic to an already congested alleyway.

There being no others to speak, Chairperson McIntosh closed the public hearing and indicated that the two Conditional Use requests will be voted on separately.

Commissioner Bates made a motion to approve case CUP-373-2023, with the one (1) condition specified by Staff. The motion was seconded by Commissioner Hutchison.

Deputy City Attorney Trembath noted the motion requires an amendment to include the two (2) findings listed in Section 17.12.240(G) of the Casper Municipal Code which states that no conditional use permit shall be granted unless the Commission finds the following:

1. The Conditional Use is consistent with the spirit, purpose, and intent of this Title; will not substantially impair the appropriate use of neighboring property; and will serve the public need, convenience, and welfare;
2. The Conditional Use is designed to be compatible with adjacent land uses and the area of its location.

Commissioner Bates made a motion to amend the motion to approve case CUP-373-2023, with the language provided by Deputy City Attorney Trembath. The motion to amend was seconded by Commissioner Hutchison. All those present voted aye. Motion to amend carried.

Following discussion, with 1 vote against and 5 votes for, the motion to approve, as amended, carried.

Commissioner Plocek made a motion to deny case CUP-351-2023 on the basis that it does not meet the finding required under Section 17.12.240(G) of the Casper Municipal Code. There being no second, the motion failed.

Commissioner Bates made a motion to approve case CUP-351-2023 to include the two (2) findings listed in Section 17.12.240(G) (as previously noted) of the Casper Municipal Code

and with the two (2) conditions specified by Staff. The motion was seconded by Commissioner Wingerter. With 1 vote against and 5 votes for, the motion to approve carried.

### III. SPECIAL ISSUES

Chairperson McIntosh excused Commissioner Wingerter and Commissioner Eskew from the remainder of the meeting as they had other personal engagements.

### IV. COMMUNICATIONS

#### A. Commission:

Commissioner Bates congratulated Connie Hall on being elected as Chairperson of the Historic Preservation Commission.

#### B. Community Development Director:

There were none.

#### C. Council Liaison:

There were none.

#### D. OYD and Historic Preservation Commission Liaisons:

OYD – As liaison, Mr. McIntosh conveyed that the Committee has plans for the summer that will include flower planting, clean up around the OYD, and the Poplar Street project by WYDOT.

HPC – Mr. McIntosh, as liaison, reported that May is going to be Historic Preservation Month and the Commission has plans to recognize Sherrie's Place.

#### E. Other Communications

There were none.

### V. ADJOURNMENT

Chairperson McIntosh adjourned the meeting at 7:06 pm.

  
Chairperson

  
Secretary