

**PLANNING AND ZONING MEETING
THURSDAY, NOVEMBER 19, 2020
CITY COUNCIL CHAMBERS**

These minutes are a summary of the meeting. For full details view online at 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 November 19, 2020, in the Council Chambers, City Hall, 200 North David Street, Casper, Wyoming.

Members Present: Bob King
 Susan Frank
 Fred Feth
 Terry Wingerter
 Chuck Davis

Absent Members: Randy Hein
 Erik Aune

Others present: Craig Collins, City Planner
 Dee Hardy, Administrative Support Technician
 Wallace Trembath, Deputy City Attorney
 Bob Hopkins, Council Liaison
 Latisha Lewis, 2230 East 17th Street

I. MINUTES OF THE PREVIOUS MEETINGS

Chairman King asked if there were additions or corrections to the minutes of the October 15, 2020 Planning & Zoning Commission meeting.

Chairman King called for a motion to approve the minutes of the October 15, 2020 Planning & Zoning Commission meeting.

Mr. Davis made a motion to approve the minutes of the October 15, 2020 meeting. The motion was seconded by Mr. Feth. All those present voted aye. Motion carried.

II. PUBLIC HEARING

The Chairman advised the applicants that it takes four (4) affirmative votes to carry any motion not just a majority of those commission members present. Anything less than four (4) votes is a denial. Applicants can postpone their Public Hearing until next month in anticipation of more Planning Commission members being present, if they so desire.

PLN-20-036-C – Petition for a Conditional Use Permit to increase the capacity of a home-based childcare from eight (8) children to a maximum of fifteen (15) children (Family Child Care Center/Zoning Review), on Lot 38, Block 1, Sage Knolls, located at 2230 East 17th Street. Applicant: Latisha Lewis, dba 307 Playhouse.

Craig Collins, City Planner presented the staff report and entered six (6) exhibits into the record for this case. The staff report recommends the following Conditions:

1. The applicants shall maintain a minimum of two (2) open, paved, off-street parking spaces for use by daycare customers to load and unload children off-street, during the hours when the daycare is in operation.
2. Pursuant to Section 17.12.140(A)(2) of the Municipal Code, signage for all home-based childcares shall be limited to only signage that is non-illuminated, attached flush with the dwelling, and not exceeding one square foot in area.
3. The family childcare center is approved as a secondary, accessory use of the property. The primary use of the property shall remain single-family residential, which is a permitted use in the R-1 (Residential Estate) zoning district. Therefore, the operator of the family childcare center must live at the subject property. If the operator of the family childcare center is found not to be residing on the premises, the Conditional Use Permit may be immediately revoked by the City, pursuant to Section 17.12.240(J) of the Casper Municipal Code.
4. Pursuant to Section 17.12.240(M)(3) of the Casper Municipal Code, the Conditional Use Permit shall be granted to the childcare provider, and shall not attach to the land. The Conditional Use Permit shall not be transferred from one location to another, and shall not be transferrable from one childcare provider to another.

Chairman King opened the public hearing and asked for the person representing the case to come forward and explain the application.

Latisha Lewis, 2230 East 17th Street, spoke in favor of this case.

Chairman King asked Ms. Lewis if the four (4) Conditions listed in the staff report were acceptable.

Ms. Lewis replied that the four (4) Conditions listed in the staff report were acceptable.

Mr. Wingerter asked if the children attending her daycare were from the area, and did any walk to her home from school?

Ms. Lewis advised that the children attending her day care live nearby her home, and at the present time there are not any that walk to her home from school.

Mr. Davis inquired about the fencing around her backyard and if it was a privacy fence?

Ms. Lewis advised that the fence was a privacy fence on three (3) sides and chain link on one side, where her deck is located.

Mr. Frank asked for clarification that Ms. Lewis did not want fifteen (15) children in her home at all times, but she needed the increase, in the number of children, to accommodate overlapping time with part-time children?

Ms. Lewis stated she needed the increase, in the number of children, to accommodate overlapping times. She noted that there is a very slim chance there would be fifteen (15) children there at one time.

Chairman King asked if there was anyone in the audience wishing to speak in favor of or opposition to this case?

There being no one to speak Chairman King closed the public hearing and entertained a motion to approve, deny or table PLN-20-036-C.

Ms. Frank made a motion to approve case PLN-20-036-C with Conditions #1-4, for the two (2) Reasons, and Findings A-F listed in the staff report. The motion was seconded by Mr. Wingerter.

Discussion:

Mr. Feth asked staff if the letter sent in opposition from Mr. Bennett stated why he was opposed?

Mr. Collins advised that he did not speak with Mr. Bennett and did not have an answer.

Chairman King noted that Mr. Bennett lives a block away from the daycare.

Mr. Feth inquired about the number of children in the nearby home and commercial daycares?

Mr. Collins stated the number of daycares in the immediate area was the only information solicited.

All those present voted aye with the exception of Mr. Davis who voted nay. Motion Carried.

IV. COUNCIL ACTIONS:

The following item(s) have been approved by the City Council since the last Planning and Zoning Commission meeting.

V. SPECIAL ISSUES:

There were none.

VI. COMMUNICATIONS:

- A. Commission:
There were none.
- B. Community Development Director:
Dee Hardy, Administrative Support Technician, invited the Planning and Zoning Commission, and prospective Commissioners to a training to be held Wednesday, December 2, 2020, 12:00 noon, Downstairs Meeting room. She stated that WYOPASS will provide the training, and lunch will be served.
- C. Council Liaison:
Bob Hopkins stated he appreciates the Commission and thanked them for all the work that they do. He noted that home daycares are needed now during the pandemic.
- D. OYD and Historic Preservation Commission Liaisons
Mr. Feth stated that he did not have anything to report this evening.

Casper Historic Preservation Commission Liaison

Mr. Wingerter advised that the Commission is working on an App with Casper College. He asked Mr. Collins if Dr. McGinley attended a previous meeting to share his plans for the former Wells Fargo Bank Building?

Mr. Collins advised that Dr. McGinley did attend the October 19, 2020 Historic Preservation Meeting to share his plans for the former bank building. He stated that there are not any plans to tear down the tower.

Chairman King and Ms. Frank both complimented the Minutes for the Casper Historic Preservation Commission with the details of Dr. McGinley's plans.

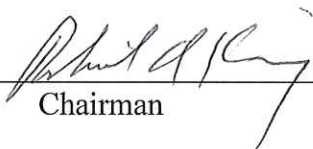
E. Other Communications:

Mike McIntosh introduced himself to the Commission. He will be joining the Planning and Zoning Commission in January, 2021.

Chairman King stated that the next Planning and Zoning Commission meeting will be held Thursday, December 17, 2020.

VII. ADJOURNMENT

Chairman King called for a motion for the adjournment of the meeting. A motion was made by Ms. Frank and seconded by Mr. Wingerter to adjourn the meeting. All present voted aye. Motion carried. The meeting was adjourned 6:32 p.m.



Chairman



Secretary