

**PLANNING AND ZONING MEETING
THURSDAY, FEBRUARY 21, 2019
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, February 21, 2019, in the Council Chambers, City Hall, 200 North David Street, Casper, Wyoming.

Members Present: Bob King
 Fred Feth
 Randy Hein
 Terry Wingerter
 Chuck Davis
 Susan Frank
 Erik Aune

Absent Members: None

Others present: Liz Becher, Community Development Director
 Craig Collins, City Planner
 Andrew Beamer, Public Services Director
 Dee Hardy, Administrative Support Technician
 Wallace Trembath, Assistant City Attorney
 Aaron Kloke, Metropolitan Planning Organization
 Bill Fehringer, 6080 Enterprise Drive
 Terry Johnson, 902 South Beech Street

I. MINUTES OF THE PREVIOUS MEETINGS

Chairman King asked if there were additions or corrections to the minutes of the December 13, 2018 Planning & Zoning Commission meeting.

Chairman King called for a motion to approve the minutes of the December 13, 2018 Planning & Zoning Commission meeting.

Ms. Frank made a motion to approve the minutes of the December 13, 2018 meeting. The motion was seconded by Mr. Hein. All those present voted aye with the exception of Mr. Davis and Mr. Wingerter who abstained.

Chairman King asked if there were additions or corrections to the minutes of the January 17, 2019 Planning & Zoning Commission meeting.

Chairman King called for a motion to approve the minutes of the January 17, 2019 Planning & Zoning Commission meeting.

Mr. Wingerter made a motion to approve the minutes of the January 17, 2019 meeting. The motion was seconded by Mr. Davis. All those present voted aye with the exception of Ms. Frank and Mr. Aune who abstained.

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-19-004-ARZ – Petition to annex and plat a portion of a previously abandoned WYDOT right-of-way located, and in the SE1/4SW1/4 of Section 18, Township 33 North, Range 79 West, 6th P.M., Natrona County Wyoming a vacation and replat of Lot 1, McNamara Heights Addition, to create the West Casper Commerce Center Addition, comprising 1.68 acres, more or less, generally located at the north east corner of CY Avenue and South West Wyoming Boulevard; and consideration of a request to establish the zoning as C-2 (General Business). Applicant: Seven Synergy Holdings, LLC.

Craig Collins, City Planner presented the staff report and recommended that if after the required public hearing, the Planning and Zoning Commission finds that the requested annexation and plat meet the minimum requirements of the Casper Municipal Code, staff recommends that the Planning and Zoning Commission approve the requested annexation, and plat creating West Casper Commerce Center Addition, and forward it to the City Council with a “do pass” recommendation with the following condition:

Owner shall complete the public sidewalk from its current terminus along Wyoming Boulevard, to the northeast corner of the subdivision, along with all applicable ADA ramps at crossings.

If, after the required public hearing, the Planning and Zoning Commission finds that the requested zoning of the West Casper Commerce Center Addition as C-2 (General Business) meets the minimum requirements of the Casper Municipal Code, and is in conformance with the Generation Casper Comprehensive Land Use Plan, staff

recommends that the Planning and Zoning Commission approve the zoning, and forward it to the City Council with a “do pass” recommendation.

Mr. Collins entered eight (8) exhibits into the record for this case.

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

Bill Fehringer, 6080 Enterprise Drive, spoke on behalf of the applicant, in favor of this case and advised that he would answer questions.

Ms. Frank stated that the plat shows a 30’ easement coming from the east and appears that it is in the parking lot.

Mr. Fehringer replied that was correct. There is a platted public access easement that is located within the parking lot. Should the use of that easement be required in any future project the applicant would need to work with owners of the motel to come to an agreeable solution.

Mr. Davis noted that removal of some parking spaces would affect the total number of parking spaces required by Municipal Code for the motel.

Mr. Collins advised that the easement could be relocated further to the south. He advised that it would not be allowable to reduce the number of parking spaces for the motel.

Mr. Fehringer stated that he would work closely with the Planning Department regarding a site plan.

Mr. Wingerter inquired about future plans for the property and noted that the property line runs adjacent to a statue.

Mr. Fehringer stated that the applicant and himself were aware of the statue and would take it into consideration.

Mr. Davis advised that the statue was a “welcome to the City of Casper” sign and asked if the Planning and Zoning Commission would have the opportunity to approve a site plan.

Mr. Collins stated that the Municipal Code dictates what site plans go to the Planning and Zoning Commission for approval. He cautioned the Commission that before them this evening was a zone change and it would be inappropriate to attach a condition related to site plan approval, as site plan procedures are covered in the Municipal Code.

Mr. Fehringer advised that the developers seem to be very community conscious. He stated that he had seen some of their past projects, and all were very tasteful and well done. He reiterated that he would work closely with City staff on any site plan.

Mr. Davis asked about drainage for the location.

Mr. Fehringer advised that drainage would be taken care of with the site plan.

Mr. Hein asked what would be built on the proposed lot.

Mr. Fehringer advised that that the first step would be to annex the property and at the present time there was no development proposal on this parcel. Again, he mentioned that he and the applicant were very aware of the statue.

Mr. Aune asked staff what the setbacks were for Commercial near a highway.

Mr. Collins advised that there were not any setbacks for a commercial property. He stated that may be a need for a traffic study when considering a site plan, depending on the use and expected traffic generation.

Chairman King asked for anyone wishing to comment in favor of, or opposition to this case.

Terry Johnson, 902 South Beech Street, owner of the Super 8 Motel to the east, stated he was interested, concerned and wondering how many meetings would be required to approve this request and what type of business may be placed on the property. He advised that it had been rumored a car wash was going there.

Mr. Collins advised that the annexation, plat and zone change would require three (3) readings over the next several months. He stated that there is a required process for Site Plans, too. One piece of the process is notification of neighbors within 300 feet. This gives the neighbor an opportunity to make comments. He reassured the Commission that the Municipal Code is followed and staff looks at compatibility with neighboring properties.

Mr. Johnson stated that there is a monument sign for the motel he would like to see not blocked.

There being no others to speak, Chairman King closed the public hearing and entertained a motion to approve, approve with conditions, deny, or table PLN-19-004-ARZ, regarding the annexation.

Mr. Wingerter made a motion to approve case PLN-19-004-ARZ, regarding an annexation creating West Casper Commerce Center Addition, for the five (5) reasons listed in the staff report, and forward a "do pass" recommendation to City Council. The motion was seconded by Mr. Davis.

Chairman King asked for discussion:

Mr. Hein expressed concerns with what would be built on the property and where.

Mr. Davis asked that any site plan come before the Planning and Zoning Commission.

Chairman King stated that annexation is the issue before Planning and Zoning this evening, and nothing can be built until the property is annexed, platted and zoned. He noted there would be opportunity to evaluate what may be built on the property during the site plan process.

Mr. Collins asked the Assistant City Attorney what it means if we deny a property owner use of their property by refusing to zone the parcel.

Wallace Trembath, Assistant City Attorney, advised the issue before the Planning and Zoning Commission is annexation. The Commission does not have the authority to decide site plan this evening. He stated that City Council has passed a law that dictates the approval process for site plans based on square footage of the building.

Chairman King asked members of the Planning and Zoning Commission to cast their votes. All those present voted aye with the exception of Mr. Hein who voted nay. Motion carried.

Chairman King entertained a motion to approve, approve with conditions, deny, or table PLN-19-004-ARZ, regarding the plat.

Ms. Frank made a motion to approve case PLN-19-004-ARZ regarding the plat of the West Casper Commerce Center Addition, with Condition #1 listed in the staff report and forward a “do pass” recommendation to City Council. The motion was seconded by Mr. Davis. All those present voted aye with the exception of Mr. Hein who voted nay. Motion carried.

Chairman King entertained a motion to approve, deny or table PLN-19-004-ARZ, regarding the zoning.

Ms. Frank made a motion to approve case PLN-19-004-ARZ, regarding the zoning of the West Casper Commerce Center Addition as C-2 (General Business), and forward a “do pass” recommendation to City Council. The motion was seconded by Mr. Wingerter. All those present voted aye with the exception of Mr. Hein who voted nay. Motion carried.

III. COUNCIL ACTIONS:

Elkhorn Village Addition had been approved by City Council.

IV. SPECIAL ISSUES:

A. Long Range Transportation Plan Update

Aaron Kloke, Metropolitan Planning Supervisor, gave an over view of the Long Range Transportation Plan. He stated that the Metropolitan Planning Organization (MPO) oversees transportation throughout the community, and they work closely with Bar Nunn, Evansville, Mills, and Natrona County. The

Long Range Transportation Plan is updated every five (5) years listing concrete projects and a series of policies strictly related to transportation that will be implemented. This plan will dictate future growth in the community and pursue the best transportation system for citizens. He gave the examples of the West Belt Loop Study and Bar Nunn Interchange as projects identified in a past plan. Similar to the Generation Casper Comprehensive Land Use Plan recently passed by the Planning and Zoning Commission; the update will begin with reaching out to the public to gather data and input. A survey is currently up on the "Connecting Crossroads.com," please take the survey. Currently important topics are safe transportation with a focus on bicycle and pedestrian. During the second week of March there will be some events that he would like to invite the Commission to attend. He noted that on Wednesday, March 13, 2019, 9:00 a.m. there will be a Growth and Development workshop. There will be workshops March 12, 13, 2019. On March 14, 2019, 6:00 p.m. will be a final presentation.

Mr. Wingerter inquired about the I-25 Corridor and asked about improvements. He gave the example of planting trees. Mr. Kloke advised that a few years ago the I-25 Beautification Corridors and Entryways plan was adopted, a guide for improvements for future Wyoming Department of Transportation (WYDOT) and City of Casper projects along I-25.

Mr. Hein stated that the Center Street underpass was looking rough and it is a main gateway.

Liz Becher, Community Development Director advised that City Council had voted to provide some funds for repairs needed to the Center Street underpass.

B. Fight the Blight follow-up.

Mr. Collins stated that Code Enforcement officers reached out to the Mayor of Cheyenne and the Fight the Blight program relied heavily on the International Property Maintenance Code. Something that was previously voted down by City Council. Mr. Collins advised that the International Property Maintenance Code will be revisited in the future.

V. COMMUNICATIONS:

A. Commission:
There were none.

B. Community Development Director:
Liz Becher, stated that there would be a Coffee Talk Thursday, March 14, 2019, 7:00 a.m., Council Chambers to hear from the Consultant regarding the Long Range Transportation Plan. This will take the place of the training cancelled earlier in the month due to Mr. Collins being ill. She asked if the

Commission would be interested in taking a tour of the Rimrock Recreational Area in the month of April, when the weather is better. This area was a topic at the recent Platte River Trails Trust annual meeting. Members of the Commission were interested in the tour. Mr. Collins pulled up Geosmart mapping and showed the Commission the area.

C. Council Liaison:
There were none.

D. OYD and Historic Preservation Commission Liaisons
Fred Feth stated that the OYD Committee met January 21, 2019 and gave the following update. The Midwest street project was discussed. He noted that there was a 2.5 million dollar grant to update the street from David to Elm and a 2.5 million dollar grant application that will be decided in February to continue the update from Elm to Walnut. The State of Wyoming will place a park strip where there is a current turn lane on Collins Avenue. Request for Proposals for the Plains Furniture buildings are due Thursday, February 14, 2019. An addendum was added to purchase the parking lot, however, it may only be purchased along with one of the buildings. Business owners were encouraged to apply for the funds available with the Brownsfield grant, environmental site assessment, the work must be done by September. The OYD Committee has its own Facebook page. There was an update on the Conference Center, currently looking at potential sites. Election of officers was held Chairman is Bob Hopkins, and Vice Chairman is Randy Hein.

Casper Historic Preservation Commission

Mr. Wingerter was unable to attend the meeting Monday, January 11, 2019, as he was out of town.

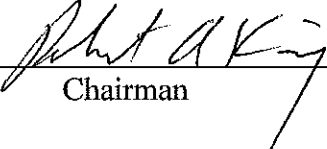
Chairman King noted that a survey for the Historic Preservation Strategic Plan had been given to the Planning Commission this evening. He asked members of the Commission to complete the survey and return it to City staff. Mr. Collins advised that the surveys were due Thursday, February 28, 2019.

E. Other Communications:
Mr. Aune asked about parking in the parkway and abandoned vehicle issues. He stated that Council had not taken up the parkway issue and was currently considering the abandoned vehicles instead. Liz Becher stated that Council will schedule the parkway issue for a future discussion.

Chairman King stated that the next Planning and Zoning Commission meeting will be held Thursday, March 21, 2019.

VI. 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 7:11 p.m.



Chairman



Secretary