

CITY OF GILLETTE PLANNING COMMISSION  
MINUTES OF THE REGULAR MEETING  
Community Room ~ City Hall ~ January 14, 2025 ~ 5:15 pm

PRESENT

Commission Members Present: Chair Shaun Hottell, Vice-Chair Ryan Conklin, Cristal Pratt, Ian Scott, Richard Cone, Matthew Nelson and Jack Colson.

Commission Members Absent:., None

Staff Present: Meredith Duvall, Planning Manager; Shannon Stefanick, Planner; and Jill McCarty, Administrative Coordinator.

CALL TO ORDER

Chair Shaun Hottell called the meeting to order at 5:15 p.m.

APPROVAL OF  
THE MINUTES

A motion was made by Vice-Chair Conklin to approve the meeting minutes of December 10, 2024. Richard Cone seconded the motion. Motion carried 7/0.

Case No.  
PL2024-0105  
MINOR  
SUBDIVISION  
3401 Butler Spaeth  
Road

The applicant, 8th Avenue Apartments, Owner, seeks to create two parcels from one existing parcel for ownership purposes. The existing parcel, 3401 S Butler Spaeth Rd or Lot 3 is 9.34 acres and has no development. Lot 3A will be the northernmost lot and is proposed to be 1.34 acres. Lot 3B is proposed to be 7.94 acres.

The existing parcel is zoned C-1, General Commercial District. There is no minimum lot size in a C-1 District and the minimum width is 50 feet at the front setback. Both proposed lots will meet the minimum width requirement. Commercial and Industrial lots are not required to install improvements such as water and sewer until the time of development. Any future improvements will have to be addressed through the Development Review process.

Shannon Stefanick said prior to the meeting the owners of the property have let the Planning Division know the property line on lot 3A may be shifted down a little to not have unusable property in the drainage area. Ms. Stefanick stated the city received no calls from the public on the case.

Chair Hottell asked if there were any comments from the public or Commission on the case.

There being no further comments or questions Cristal Pratt made a motion to approve the case, and Jack Colson seconded. The Motion carried 7/0.

OLD BUSINESS

None.

NEW BUSINESS

Meredith Duvall said the January 28, 2025, meeting is canceled, and the next meeting would be February 11, 2025.

ADJOURNMENT

The meeting was adjourned at 5:19 p.m.

Minutes taken and prepared by Jill McCarty, Administrative Coordinator.