

CITY OF GILLETTE PLANNING COMMISSION  
MINUTES OF THE REGULAR MEETING  
Community Room ~ City Hall ~ February 13, 2024 ~5:15 pm

PRESENT

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

Commission Members Absent: Jack Colson

Staff Present: Meredith Duvall, Planning Manager; Jill McCarty, Sr. Admin Assistant

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 Ian Scott to approve the meeting minutes of January 23, 2024. Vice-Chair Conklin seconded the motion. Motion carried 6/0.

Case No.  
PL2023-0047

The applicant, Trevor Norris, Sawtooth Builders, seeks to subdivide 2005 S Douglas Hwy into two lots for ownership purposes.

MINOR

SUBDIVISION-  
2005 S Douglas  
Hwy

The lot is currently zoned C-1, General Commercial District. There is no minimum area of a zone lot in the C-1 Zoning District. No plans for the development of the proposed new lot have been submitted.

The required improvements for the new lot will be determined at the time of development through the City of Gillette Development Review Process.

Meredith Duvall said the city Planning Division received three phone calls from citizens regarding the case and were general inquiries only.

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

Richard Cone asked if there was wording in an agreement to keep the parking lot up to specifications, or if wording could be added. Meredith Duvall said she will confer with the City Attorney if language can be added to the parking lot agreement. Ms. Duvall said also that parking lot maintenance is still part of the city's zoning ordinance.

There being no further comments or questions Matthew Nelson made a motion to approve the case, and Cristal Pratt seconded. The Motion carried 6/0.

OLD BUSINESS

None.

NEW BUSINESS

Meredith Duvall said the next meeting will be March 12, 2024.

ADJOURNMENT

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

Minutes taken and prepared by Jill McCarty, Sr. Admin Assistant.