

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
Council Chambers ~ City Hall ~ May 11, 2026 ~ 5:15 pm

PRESENT

Commission Members Present: Vice-Chair Richard Cone, Lance Walker, Ian Scott, and Brian Rozier.

Commission Members Absent: Chair Shaun Hottell, Matthew Nelson and Jack Colson.

Staff Present: Meredith Duvall, City Planning Manager, Amy Smith, City Planner; and Jill McCarty, Administrative Coordinator.

CALL TO ORDER

Vice-Chair Cone called the meeting to order at 5:15 p.m.

APPROVAL OF
THE MINUTES

A motion was made by Lance Walker to approve the meeting minutes of February 24, 2026. Brian Rozier seconded the motion. Motion carried 4/0.

Case No.
PL2026-0011 –
ZONING MAP
AMENDMENT –
1011 E 8th St

The applicants seek to amend the Zoning Map to rezone an unplatted parcel of land at 1011 E 8th St from C-O, Office and Institutional District, to C-1, General Commercial District.

The property is 44.91 acres and is currently undeveloped. No plans for the development of the property have been submitted to the City Planning Division at this time.

Staff recognizes that the proposed rezone serves to “recognize changing conditions” for the “general welfare”. The C-O District provides a for a limited number of uses providing a mixture of public, quasi-public, and private institutional and professional services. The areas commonly zoned as C-O include areas associated with medical, school, and civic uses. These uses are still permitted in a C-1 District, but additional uses including, but not limited to, grocery stores, greenhouses, gas stations, entertainment, commercial recreation, storage facilities, and community centers are allowed.

A rezone of the area to C-1, General Commercial District would allow greater flexibility for the development of the large, 44-acre parcel, providing the nearby residential areas with greater access to the services allowed within the district, promoting the general welfare of those residents. The 2025 Comprehensive Plan Future Land Use Map identifies the area as Traditional Neighborhood. Per the Comprehensive Plan “These areas create places where residents can live, shop, work, and gather”. The proposed rezone would be consistent with the Future Land Use Map as the C-1 District provides places for local residents to work, shop, and, in some cases, gather.

Meredith Duvall said the Planning Division received four calls on the case, with three being general inquiries only with no objections. One of the calls was a citizen concerned about a land deal they potentially had with the property owner, and Ms. Duvall explained to them what would need to take place if they decided to purchase and then subdivide the property.

Vice-Chair Cone asked if there were any comments or questions by the public or the Commission.

Nick Deegan, an adjacent property owner, was present and said he and his wife wanted to object to the rezoning with concerns of traffic volume noting that Gurley Avenue is already heavily congested, Mr. Deegan expressed concern that further development would make the traffic worse and be more hazardous for the homeowners along Gurley Avenue. Mr. Deegan also highlighted the potential adverse effects of increased development to the area on local wildlife, specifically geese and deer populations.

Vice-Chair Cone inquired whether future developments would require a traffic study. Meredith Duvall said any future development requires a site plan review by all city departments. The Engineering Division would mandate both a traffic study and drainage report to determine necessary traffic control devices and infrastructure with that site plan.

Karen Wendel, property owner of the surrounding area, was present, and said she is also concerned about the potential increased traffic on Gurley Avenue.

Vice-Chair Cone asked if any plans had been given to the city for future development, and Ms. Duvall said there had not been any. Mr. Cone asked if the city would investigate re-routing traffic on another street during a Commercial Site Plan and Ms. Duvall said the Engineering Division would determine access points and intersection mergers based on the finding of the traffic study that would be done for the site plan.

Ms. Duvall advised that this case would proceed to the City Council for three readings with a public hearing for final determination.

There being no further comments or questions, Ian Scott made a motion to approve the case, and Lance Walker seconded. The Motion carried 4/0.

Case No.
PL2026-0012 –
ZONING TEXT
AMENDMENT –
Required Parking

The City of Gillette Planning Division has initiated a Text Amendment to clarify how city staff calculates restaurant parking. Specifically, the language being proposed is, “Area devoted to seating or serving the public; any back-office use, internal storage, or kitchen area will be calculated as a General Office Use or a combination of other listed uses within this table.”

Furthermore, the language within the Parking Spaces Required for Restaurant Use pertaining to employee parking is being removed – “Plus 1 space per each 2 employees at maximum employment on a single shift”.

City Administration received feedback from developers that restaurant parking was too cumbersome and cost-prohibitive for development. City Staff examined the Zoning Ordinance and seeing opportunity to provide clarifying language to developers on how restaurant parking has and is calculated, Staff initiated this text amendment to amend the Restaurant Use language in Table a.A – Required Parking.

Meredith Duvall said the Planning Division received no calls on the case.

Vice-Chair cone asked if there were any comments or questions by the public or the Commission.

There being no further comments or questions, Ian Scott made a motion to approve the case, and Lance Walker seconded. The Motion carried 4/0.

OLD BUSINESS

None.

NEW BUSINESS

Meredith Duvall said the next meetings will be May 26, 2026, and June 1, 2026. Ms. Duvall introduced and welcomed Amy Smith, who has joined in the role of City Planner.

ADJOURNMENT

The meeting was adjourned at 5:34 pm

Minutes prepared by Jill McCarty, Administrative Coordinator.