

CITY OF GILLETTE PLANNING COMMISSION  
MINUTES OF THE REGULAR MEETING  
Community Room ~ City Hall ~ July 22, 2025 ~ 5:15 pm

PRESENT

Commission Members Present: Chair Shaun Hottell, Richard Cone, Matthew Nelson, Ian Scott, Brian Rozier and Lance Walker.

Commission Members Absent: Jack Colson

Staff Present: Meredith Duvall, Planning Manager; Shannon Stefanick, City Planner; 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 Cone to approve the meeting minutes of July 8, 2025. Matthew Nelson seconded the motion. Motion carried 5/0/1 Abstention.

Case No.  
PL2025-0024 –  
EASEMENT  
VACATION – 75  
Saint Andrews  
Lane

The applicant, C&J Real Estate LLC, is requesting the vacation of the western 15 feet of an existing 20-foot utility and water line easement located entirely within the property at 75 Saint Andrews Lane.

The easement was originally established to provide utility access during the development of the Tenth Hole Estates Phase 1 & 2 and The Villas at Tenth Hole Estates subdivisions, specifically while Phases 3 & 4 of Tenth Hole Estates were being developed. Since that time, all phases of the subdivisions have been fully built out, and the utilities that once occupied the easement area have been permanently rerouted to accommodate the final subdivision layout.

Chair Hottell asked if city staff received any comments or calls from the public on the case. Shannon Stefanick said the city received no calls on this case.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

Cevin Imus with Land Surveying Incorporated, agent for the case, was present and said there was an oversight when the plat was filed, and this utility easement 'slipped through the cracks'. Mr. Imus said the utility easement vacation will allow for a larger size home to be built on the lot.

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

OLD BUSINESS

None.

NEW BUSINESS

Meredith Duvall said the August 12, 2025, meeting will be canceled and the next regular meeting will be August 26, 2025.

ADJOURNMENT

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

Minutes taken and prepared by Jill McCarty, Administrative Coordinator.