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

PRESENT

Commission Members Present: Chair Shaun Hottell, Vice-Chair Richard Cone, Lance Walker, Brian Rozier, and Jack Colson.

Commission Members Absent: Matthew Nelson, and Ian Scott.

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

CALL TO ORDER

Chair Hottell 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 July 28, 2026. Chair Hottell seconded the motion. Motion carried 5/0.

Case No. PL2026-0038 – MINOR SUBDIVISION – 1150 E Shosone Ave

The applicant seeks to subdivide one existing lot into two; Lot 2P with 5.00 acres and Lot 2Q with 4.48 acres. The zoning is currently C-1, General Commercial. All lots are currently vacant and do not have any structures on them. Lots in the C-1 District do not have a minimum lot size requirement, however they do have a minimum lot width of 50 ft., which both proposed lots meet. City utilities (water, sewer, and electric) are in the general vicinity and are required to be installed to the lots at the time of development. Access for both lots will be off of Shoshone Ave.

Meredith Duvall said the Planning Division received one resident inquiry that was a general inquiry only with no objections.

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

There being no further comments or questions, Vice-Chair Cone made a motion to approve the case, and Jack Colson seconded. The Motion carried 4/0/1 Abstention.

Case No. PL 2026-0039 – MINOR SUBDIVISION – 603 e 2ND St

The applicant seeks to adjust property lines of two existing lots to include previously vacated right-of-way of E 1st Street (Ordinance 3859); Lot 1A with 0.13 acres and Lot 2A with 0.08 acres. The zoning is currently C-1, General Commercial. Lots in the C-1 District do not have a minimum lot size requirement, however they do have a minimum lot width of 50 ft., which both proposed lots meet. Proposed Lot 1A contains a parking lot and proposed Lot 2A has a building that crosses the property line of the neighboring Lot 3 and is currently serviced with city utilities (water, sewer, and electric).

Meredith Duvall said the Planning Division received no resident inquiries about the case.

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

There being no further comments or questions, Brian Rozier made a motion to approve the case, and Lance Walker seconded. The Motion carried 5/0.

OLD BUSINESS None

NEW BUSINESS Meredith Duvall said the next meeting will be September 8, 2026.

ADJOURNMENT The meeting was adjourned at 5:20 pm

Minutes prepared by Jill McCarty, Administrative Coordinator.