

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
Community Room ~ City Hall ~ December 10, 2024 ~ 5:15 pm

PRESENT

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

Commission Members Absent: Chair Shaun Hottell, and Cristal Pratt,

Staff Present: Meredith Duvall, Planning Manager; Shannon Stefanick, Planner; Jill McCarty, Administrative Coordinator; Mike Cole, City Administrator; Sean Brown, City Attorney; Ry Muzzarelli, Development Services Director; and Alicia Allen, City Clerk.

City Council Present: Billy Montgomery, Jim West, and Tricia Simonson.

CALL TO ORDER

Vice-Chair Ryan Conklin called the meeting to order at 5:18 p.m.

COMPREHENSIVE
PLAN

Verdunity gave a progress update on the city's Comprehensive Plan. Local engagements are also scheduled while the consultants are in town at the Recreation Center and Public Library with the Planning Division staff. Planning Manager Meredith Duvall asked for any questions or concerns on the Comprehensive Plan to contact her via email.

DISMISSAL OF
COUNCIL

The members of City Council were dismissed after the Comp Plan update was complete.

APPROVAL OF
THE MINUTES

A motion was made by Jack Colson to approve the meeting minutes of November 12, 2024. Ian Scott seconded the motion. Motion carried 5/0.

Case No.
PL2024-0102
MINOR
SUBDIVISION
2701 E 2nd Street

The applicant, Diverse Energy, LLC, Owner, seeks to move two lot lines, creating an adjustment in size for four lots: 2601, 2701, & 2801 E 2nd St and 2901 Conestoga Dr for ownership purposes. Currently, 2601 E 2nd St is 2.8 acres, 2701 E 2nd St is 5.46 acres, 2801 E 2nd St is 1.63 acres, and 2901 Conestoga Dr is 3 acres. Should this Minor Subdivision be approved, 2601 E 2nd St will be 2.5 acres, 2701 E 2nd St will be 4.4 acres, 2801 E 2nd St will be 2.12 acres, and 2901 Conestoga will be 3.79 acres. No new lots are being created. No existing easements are being vacated. All four of the lots are zoned I-2, Heavy Industrial District. Currently, there is no minimum lot size or width in an I-2 Zoning District. This will not change with the Zoning Ordinance Rewrite.

Shannon Stefanick said the city received no calls from the public on the case.

Vice-Chair Conklin asked if there were any comments from the public or Commission on the case.

Jack Colson asked if all the lots had water and sewer connections. Shannon Stefanick said the lots currently had water and sewer stubbed for connection, and lot 3A being the only lot that does not have some development on it already, will need to go through a commercial site plan or development plan review with the Planning Division and utilities would be addressed at that time for the lot.

There being no further comments or questions Matthew Nelson made a motion to approve the case, and Richard Cone seconded. The Motion carried 4/0/1 Abstention.

Case No.
PL2024-0101
MINOR
SUBDIVISION
2401 Foothills Blvd

The City of Gillette Planning Division and Engineering Division is requesting the approval of the minor subdivision of 2401 Foothills Blvd.

The City Engineering Division is underway on the design for 24EN02-Foothills Drainage Improvements, which will address drainage issues and within the Foothills neighborhood and also encompasses the realignment of Foothills Boulevard. Given the current curve of Foothills Blvd, it has been determined that the best course of action for the community would be to realign the boulevard. During their due-diligence phase of the projects, it became clear that a minor subdivision would need to take place to facilitate the road realignment. At this point, the City Engineering Division requested the support of the City Planning Division to coordinate the land portion of the project.

The applicant is seeking to subdivide 2401 Foothills Blvd. The proposed realignment of Foothills Boulevard will be between proposed Lot 4 and Lot 3. The current zoning of all existing lots is M-H, Mobile Home District, and not proposed to change at this time.

All previous easements on proposed Lot 2B that were filed by separate instrument are called out on this plat and will remain.

Meredith Duvall said the city received no inquiries from the public on the case.

Vice-Chair Conklin asked if there were any comments from the public or Commission on the case.

There being no further comments or questions Ian Scott made a motion to approve the case, and Matthew Nelson seconded. The Motion carried 5/0.

Case No.
PL2024-0104
MINOR
SUBDIVISION
3500 Force Road

The applicant is proposing to combine existing Lots 1 and 2, Block 1 of Executive Estates II Subdivision and the adjacent parcel to the west that is currently unplatted into one lot; Lot 1 of the Mr. Bones Subdivision at 2.638 acres. The proposed subdivision is for ownership purposes.

The parcels are all currently zoned C-1, General Commercial, and is not proposed to change at this time. Proposed Lot 1 does have access to city utilities. Because the proposed lot will be adjacent to WYDOT's highway (Hwy 50), if the land use does change, the landowner is required to submit an application to WYDOT and go through their review process for access review.

Meredith Duvall said the city received no inquiries from the public on the case.

Vice-Chair Conklin asked if there were any comments from the public or Commission on the case.

Cody Neil, resident neighbor of the proposed subdivision of lots, was present and asked about the status of the lots being zoned commercial. Ms. Duvall pointed out on the map that two of the lots were already zoned commercial, and the last remaining

lot had passed Planning Commission approval and was now going through three readings at City Council before the Ordinance would be adopted. Ms. Duvall said the third reading would be on December 17, 2024, and he could attend the meeting and be heard on the matter.

There being no further comments or questions Matthew Nelson made a motion to approve the case, and Jack Colson seconded. The Motion carried 5/0.

OLD BUSINESS

None.

NEW BUSINESS

Meredith Duvall said the public engagement events for the Comp Plan would be tonight at the Rec Center and the next day at the Public Library. Ms. Duvall said the December 24, 2024, meeting is canceled, and the next meeting would be January 14, 2025.

ADJOURNMENT

The meeting was adjourned at 5:45 p.m.

Minutes taken and prepared by Jill McCarty, Administrative Coordinator.