



**PLANNING COMMISSION AGENDA  
CITY OF GILLETTE  
1ST FLOOR, COUNCIL CHAMBERS  
201 E. 5TH ST., GILLETTE, WY 82716  
Tuesday, January 13, 2026  
5:15 PM**

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- A. CALL TO ORDER**
- B. APPROVAL OF MINUTES**
  - 1. Approval of Minutes - December 9, 2025**
- C. PRESENTATIONS**
- D. CASES**
  - 1. PL2025-0050 – Minor Subdivision – Meyers Subdivision**

Staff Reference: Shannon Stefanick, City Planner
- E. OLD BUSINESS**
- F. NEW BUSINESS**
- G. ADJOURNMENT**



**CITY OF GILLETTE  
PLANNING COMMISSION**

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**DATE:**           **January 13, 2026**

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**TITLE:**

Approval of Minutes - December 9, 2025

**ATTACHMENTS:**

[December 9, 2025 Meeting Minutes](#)

CITY OF GILLETTE PLANNING COMMISSION  
MINUTES OF THE REGULAR MEETING  
Council Chambers ~ City Hall ~ December 9, 2025 ~ 5:15 pm

PRESENT

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

Commission Members Absent: None

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 Matthew Nelson to approve the meeting minutes of October 28, 2025. Brian Rozier seconded the motion. Motion carried 7/0.

Case No.  
PL2025-0047 –  
ZONING MAP  
AMENDMENT –  
4500 Force Road

The applicant seeks to amend the Zoning Map to rezone 4500 Force Road from R-S, Suburban Residential District, and Ag, Agricultural District, to R-R, Rural Residential District. The proposed rezone area is approximately 44.77 acres.

The property is currently vacant and has no structures on it. The property does have access to city utilities (water, wastewater, and electrical) running along Force Road and Hidden Valley Road.

The parcel currently has both R-S, Suburban Residential District, and Ag, Agricultural District within its boundary, which is illegal, as a single parcel is required to contain one zoning district. Because of the split zoning issue on the parcel, this rezone would correct an obvious error or oversight in the regulations.

The 2025 Comprehensive Plan identifies 4500 Force Road as Rural Estate Living within the Future Land Use Map, therefore, this rezone does support the Comprehensive Plan as it would be infill Rural Estate Living.

Meredith Duvall said there was one call from the public regarding the case and it was a general inquiry only.

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

Jack Colson asked if the applicant/owner was planning to connect Hidden Valley Road, and Meredith Duvall said that it was unknown as there have been no subdivision plats received by the city's Planning Division.

Riley Kleven, resident on Spring Hill Road located north of the proposed rezone area, was present and asked if there were plans to subdivide the property and if so, how it would be subdivided. Meredith Duvall said while they can subdivide the property at this time the owners have only submitted for the rezoning of the property. Ms. Duvall said that if a subdivision of the property were to happen then all the same notices with a mailing, and sign on the property would happen just like the rezoning of the property had.

There being no further comments or questions, Ian Scott made a motion to approve the case, and Lance Walker seconded. The Motion carried 7/0.

Case No.  
PL2025-0041 –  
NEW TOWER –  
3000 Lakeway Rd

The applicant proposes to construct a new 100-foot stealth monopole wireless communications tower at 3000 W Lakeway Road. The property is a large parcel located at the intersection of W Lakeway Road and Skyline Drive, and is zoned C-1, General Commercial District.

Section 9 of the Zoning Ordinance identifies “privately owned land in commercial zones” as a preferred location for new wireless towers. The proposed tower would be situated approximately 300 feet north of W Lakeway Road, and 100 feet west of Skyline Drive. Access to the site is provided by Skyline Dr and will require permitting through the Wyoming Department of Transportation.

The proposed facility is intended to address an existing coverage gap in the wireless network and will meet the required ½ mile tower spacing standard in Section 9. The selected location reflects an effort to balance technical network requirements with community compatibility, aesthetic sensitivity, and compliance with the City’s design standards for stealth facilities.

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

Andy Cockell, with Maverick Towers, was present and said his company had proposed two designs for the cell tower: a monopine design that he thought didn’t work great in the Gillette area but does meet the stealth requirement of the Zoning Ordinance, and a earthtone standard monopole design.

Chair Hottell inquired regarding the voting procedure for the two tower design options presented by Mr. Cockrell. Ms. Stefanick clarified that the Commission may move to approve either design. She noted that should a motion for one version fail, the Commission is permitted to subsequently vote on the alternative design.

Ms. Stefanick stated that staff recommends the stealth monopine design due to the area’s commercial zoning and potential for future development. She noted that if the design is not approved now, the City will not have the authority to require the owners to retrofit the tower for stealth in the future.

Lance Walker asked about the maintenance on the stealth monopine versus the standard monopole design. Mr. Cockrell said the stealth monopine is more expensive to build and requires more labor to maintain.

There being no further comments or questions, Chair Hottell made a motion to approve the stealth monopine tower for the case, and Lance Walker seconded. The Motion carried 7/0.

Case No.  
PL2025-0042 –  
MINOR  
SUBDIVISION –  
2701 Lakeway Rd

The applicant proposes to subdivide an existing 24.38 acre parcel located at 2701 Lakeway Road and combine the subdivided 1.01 acre parcel with 2413 Knollwood Drive, creating two lots.

Tract P (known as 2701 Lakeway Road) will be 23.38 acres and has no existing structures on it. Lot 1 will be 2.40 acres and has one house, a detached garage, and two sheds on it. Tract P is zoned R-4, Multi-Family Residential District and at this

time is to remain R-4. Lot 1 will contain two zoning districts, R-4, Multi-Family and R-R, Rural Residential, so the property owner has requested a Zoning Map Amendment to correct this – PL2025-0048.

Meredith Duvall said the city received two calls regarding the case. One caller asked about drainage and requested a copy of the plat. Ms. Duvall informed the caller that the plat was currently unavailable as it was under revision. The second caller questioned the reason for merging the properties and expressed concern regarding potential business storage on the residential lot. Ms. Duvall said that both callers were notified of the upcoming public hearing dates for the Planning Commission and City Council meetings.

Chair Hottell asked if this property was just recently rezoned, and Ms. Duvall said it had been rezoned to R-4, Multi-Family Residential, earlier this year.

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

There being no further comments or questions, Matthew Nelson made a motion to approve the case, and Brian Rozier seconded. The Motion carried 6/0/1 Abstention.

Case No.  
PL2025-0048 –  
ZONING MAP  
AMENDMENT –  
Lot 1, Pronghorn  
Ranch Ph III

The applicant seeks to amend the Zoning Map to rezone Lot 1, Pronghorn Ranch Phase III, from R-4, Multi-Family Residential District, to R-R, Rural Residential District. This rezone is in response to the subdivision request of PL2025-0042. The proposed rezone area is approximately 1.01 acres.

Due to the above-mentioned subdivision of PL2025-0042, if a rezoning does not take place, then there will be two different zoning districts on one single lot, with the northern half being R-4, Multi Family, and the southern half being R-R, Rural Residential, which is illegal, as a single parcel is required to contain one zoning district. Because of the split zoning issue on the parcel, this rezone would correct an obvious error or oversight in the regulations (which the Zoning Map is considered a regulatory document).

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

Kathy Hopkins, resident of the area on Bush Avenue, was present and asked if there were plans to extend Knollwood Avenue. Ms. Duvall said that the extension of the road would require a major subdivision due to the extension of utilities that would be needed for it. Ms. Duvall said the Planning Division has not received any plans for the road to be extended. Ms. Hopkins said she does not want the road to be extended.

There being no further comments or questions, Richard Cone made a motion to approve the case, and Ian Scott seconded. The Motion carried 6/0/1 Abstention.

OLD BUSINESS

None.

NEW BUSINESS

Meredith Duvall said the December 23, 2025, meeting is canceled, and the next meeting will be January 13, 2026.

ADJOURNMENT

The meeting was adjourned at 5:43 p.m.

Minutes taken and prepared by Jill McCarty, Administrative Coordinator.

DRAFT



**CITY OF GILLETTE  
PLANNING COMMISSION**

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**DATE:** January 13, 2026

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**TITLE:**

PL2025-0050 – Minor Subdivision – Meyers Subdivision

**APPLICANT/OWNER:**

Dennis & Debra Meyers, Owner | D&E Rentals, LLC, Owner

**AGENT:**

Cevin Imus, Land Surveying Incorporated, Agent

**CASE SUMMARY:**

The applicant seeks consolidate three existing lots, within two separate subdivisions, into two lots.

**CASE BACKGROUND:**

The applicant seeks to consolidate three existing lots, within two separate subdivisions, into two lots. 101 S Fir Ave, or Lot 1 of the Westside Addition, is 3.02 acres. 1300 Butcher Ct, or Lots 7A & 6A of the Butcher Subdivision, are 0.77 acres and 0.41 acres, respectively. Proposed Lot 1 will encompass a portion of Lot 1 of the Westside Addition and is 2.27 acres. Proposed Lot 2 will encompass a portion of Lot 1 of Westside addition, all of Lots 7A & 6A of the Butcher Subdivision and is 1.96 acres. The lots are zoned C-1, General Commercial District. There is no minimum lot size a C-1 District. The minimum width is 50', which both proposed lots meet.

The existing lots have City water, sanitary sewer, and electric services. No additional City service extensions are required for the filing of the proposed plat.

**CASE REQUIREMENTS:**

All comments from the staff review process shall be addressed.

**STAFF RECOMMENDATION:**

Staff recommends approval, subject to all Planning Requirements.

**STAFF REFERENCE:**

Shannon Stefanick, City Planner

**CASE MANAGER:**

Shannon Stefanick, City Planner

**TENTATIVE CITY COUNCIL DATE:**

January 20th, 2026

**ATTACHMENTS:**

[Meyers Subdivision Planning Requirements](#)

[Meyers Subdivision Resolution](#)

[Vicinity Map](#)

[Draft Plat](#)

PL2025-0050 | Minor Subdivision | Meyers Subdivision

Planning Requirements

1. All comments from the staff review process shall be addressed.

**RESOLUTION NO.**

**A RESOLUTION APPROVING AND AUTHORIZING THE  
MEYERS SUBDIVISION; TO THE CITY OF GILLETTE,  
WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS.**

WHEREAS the Final Plat of the Meyers Subdivision to be known as Lots 1 & 2 of the Meyers Subdivision; to the City of Gillette, Wyoming has been approved by the City of Gillette Planning Commission by a majority of its members on January 13<sup>th</sup>, 2026, with Planning Requirements.

WHEREAS the recording of the Meyers Subdivision to be known as Lots 1 & 2 of the Meyers Subdivision; to the City of Gillette, Wyoming; with the Campbell County Clerk and Ex-Officio Recorder of Deeds, is subject to meeting all Planning Requirements approved by the Planning Commission on January 13<sup>th</sup>, 2026.

THEREFORE, IT IS RESOLVED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING, THAT:

the Final Plat of Meyers Subdivision to be known as Lots 1 & 2 of the Meyers Subdivision; to the City of Gillette, Wyoming, has been approved by the City of Gillette, Wyoming as prepared by Land Surveying Incorporated, signed by Cevin C. Imus, Professional Land Surveyor, Wyoming Registration Number 9328, is hereby approved for filing with the Campbell County Clerk and Ex-Officio Recorder of Deeds.

PASSED, APPROVED, AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Shay Lundvall, Mayor

(S E A L)

ATTEST:

\_\_\_\_\_  
Alicia Allen, City Clerk

# Meyers Subdivision Vicinity Map



## CITY OF GILLETTE

Information Technology GIS  
P.O. Box 3003  
Gillette, Wyoming 82717-3003  
Phone (307) 686-5364  
www.gillettewy.gov

THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR THE INFORMATION CONTAINED THEREIN.



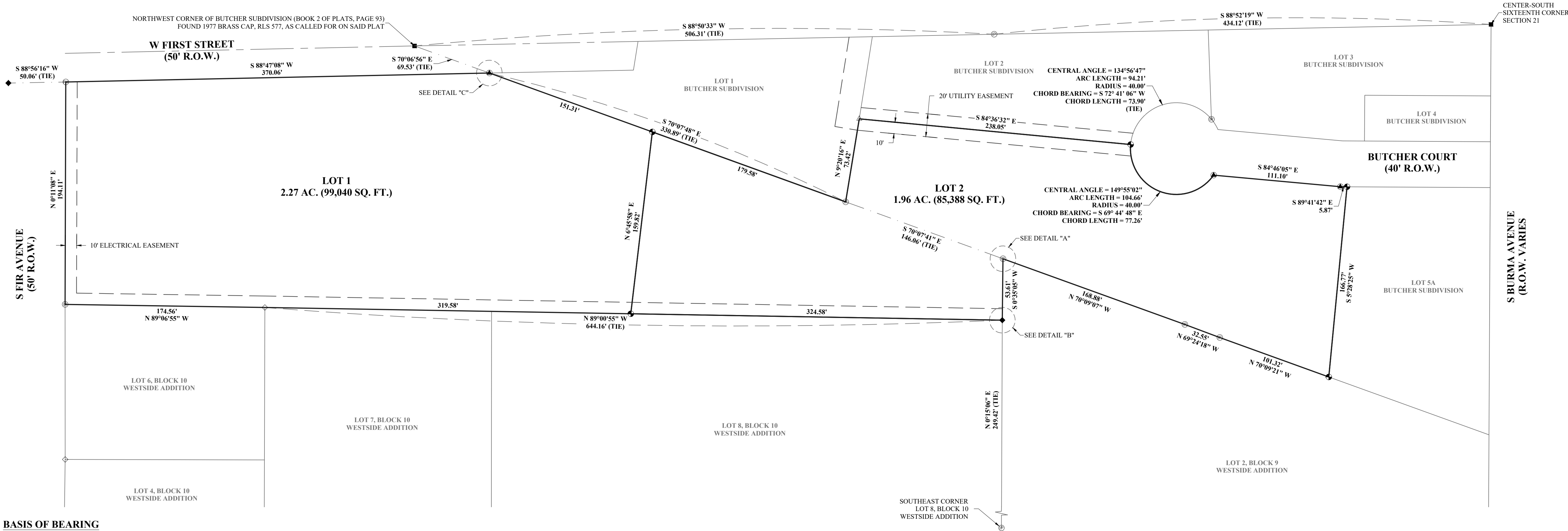
1 inch equals 167 feet

1 inch equals 0.03 miles

December 15, 2025

City of Gillette, GIS Division, Campbell County, City of Gillette, Camp

FINAL PLAT  
**MEYERS SUBDIVISION**  
A TRACT OF LAND BEING LOT 1, BLOCK 10, WESTSIDE ADDITION, AND  
LOTS 6A & 7A, BUTCHER SUBDIVISION,  
TO THE CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING



**BASIS OF BEARING**

CITY OF GILLETTE CONTROL

**SUMMARY**

TOTAL LOTS: 2  
TOTAL AREA: 184,428 SQ. FT. (4.23 ACRES)

**SUBDIVISION PURPOSE**

RESUBDIVISION OF LOT 1, BLOCK 10 OF WESTSIDE ADDITION AND LOTS 6A AND 7A OF BUTCHER SUBDIVISION, NOW TO BE KNOWN AS LOT 1 AND LOT 2, MEYERS SUBDIVISION.

**DECLARATION VACATING PREVIOUS PLATTING:**

THIS PLAT IS THE RESUBDIVISION OF LOT 1, BLOCK 10 OF WESTSIDE ADDITION (BOOK 1 OF PLATS, PAGE 164), AND LOTS 6A AND 7A OF BUTCHER SUBDIVISION (BOOK 2 OF PLATS, PAGE 130), NOW TO BE KNOWN AS LOT 1 AND LOT 2, MEYERS SUBDIVISION. ALL EARLIER PLATS OR PORTIONS THEREOF, ENCOMPASSED BY THE BOUNDARY OF THIS PLAT ARE HEREBY VACATED.

**CERTIFICATE OF DEDICATION**

KNOW ALL MEN BY THESE PRESENTS THAT THE UNDERSIGNED DEBRA S. MEYERS AND D&E RENTALS, LLC, BEING THE OWNERS, PROPRIETORS OR PARTIES OF INTEREST IN THE LAND SHOWN ON THIS PLAT, DO HEREBY CERTIFY:

THAT THE FOREGOING PLAT DESIGNATED AS MEYERS SUBDIVISION, AND BEING SITUATED IN A PORTION OF THE SE1/4 SW1/4, SECTION 21, TOWNSHIP 50 NORTH, RANGE 72 WEST, OF THE 6TH PRINCIPAL MERIDIAN, CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOT 1 AND LOT 2 OF MEYERS SUBDIVISION, TO THE CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING, AND CONTAINS AND AREA OF 184,428 SQUARE FEET (4.23 ACRES), MORE OR LESS, AND

THAT THIS SUBDIVISION, AS IT IS DESCRIBED AND AS IT APPEARS ON THIS PLAT, IS MADE WITH THE FREE CONSENT AND IS ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNER AND PROPRIETOR, AND THAT THIS IS A CORRECT PLAT OF THE AREA AS IT IS DIVIDED INTO LOTS, BLOCKS, STREETS AND EASEMENTS.

THAT THE UNDERSIGNED OWNER OF THE LAND SHOWN AND DESCRIBED ON THIS PLAT DOES HEREBY DEDICATE TO THE CITY OF GILLETTE AND ITS LICENSEES FOR PERPETUAL PUBLIC USE, ALL STREETS, ALLEYS, EASEMENTS AND OTHER PUBLIC LANDS WITHIN THE BOUNDARY LINES OF THE PLAT, AS INDICATED, AND NOT ALREADY OTHERWISE DEDICATED FOR PUBLIC USE.

UTILITY EASEMENTS, AS DESIGNATED ON THIS PLAT, AREA HEREBY DEDICATED TO THE CITY OF GILLETTE AND ITS LICENSEES FOR PERPETUAL PUBLIC USE, FOR THE PURPOSE OF INSTALLING, REPAIRING, REINSTALLING, REPLACING AND MAINTAINING SANITARY SEWER LINES, WATER LINES, GAS LINES, ELECTRIC LINES, TELEPHONE LINES, CABLE TV LINES AND OTHER FORMS AND TYPES OF PUBLIC UTILITIES NOW OR HEREAFTER GENERALLY UTILIZED BY THE PUBLIC

ALL RIGHTS UNDER AND BY VIRTUE OF THE HOMESTEAD EXEMPTION LAWS OF THE STATE OF WYOMING ARE HEREBY WAIVED AND RELEASED.

EXECUTED THIS \_\_\_\_ DAY OF \_\_\_\_, 2025, A.D. BY:

DEBRA S. MEYERS, OWNER

STATE OF WYOMING) s,

COUNTY OF CAMPBELL)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_ DAY OF

\_\_\_\_, 2025, A.D., BY DEBRA S. MEYERS, OWNER,  
WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC \_\_\_\_\_

MY COMMISSION EXPIRES: \_\_\_\_\_

ALL RIGHTS UNDER AND BY VIRTUE OF THE HOMESTEAD EXEMPTION LAWS OF THE STATE OF WYOMING ARE HEREBY WAIVED AND RELEASED.

EXECUTED THIS \_\_\_\_ DAY OF \_\_\_\_, 2025, A.D. BY:

DOUGLAS NORTON, AGENT, D&E RENTALS, LLC

STATE OF WYOMING) s,

COUNTY OF CAMPBELL)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_ DAY OF

\_\_\_\_, 2025, A.D., BY DOUGLAS NORTON, AGENT, D&E RENTALS, LLC  
WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC \_\_\_\_\_

MY COMMISSION EXPIRES: \_\_\_\_\_

ALL RIGHTS UNDER AND BY VIRTUE OF THE HOMESTEAD EXEMPTION LAWS OF THE STATE OF WYOMING ARE HEREBY WAIVED AND RELEASED.

EXECUTED THIS \_\_\_\_ DAY OF \_\_\_\_, 2025, A.D. BY:

ERIC NORTON, AGENT, D&E RENTALS, LLC

STATE OF WYOMING) s,

COUNTY OF CAMPBELL)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_ DAY OF

\_\_\_\_, 2025, A.D., BY ERIC NORTON, AGENT, D&E RENTALS, LLC  
WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC \_\_\_\_\_

MY COMMISSION EXPIRES: \_\_\_\_\_



**PRELIMINARY**

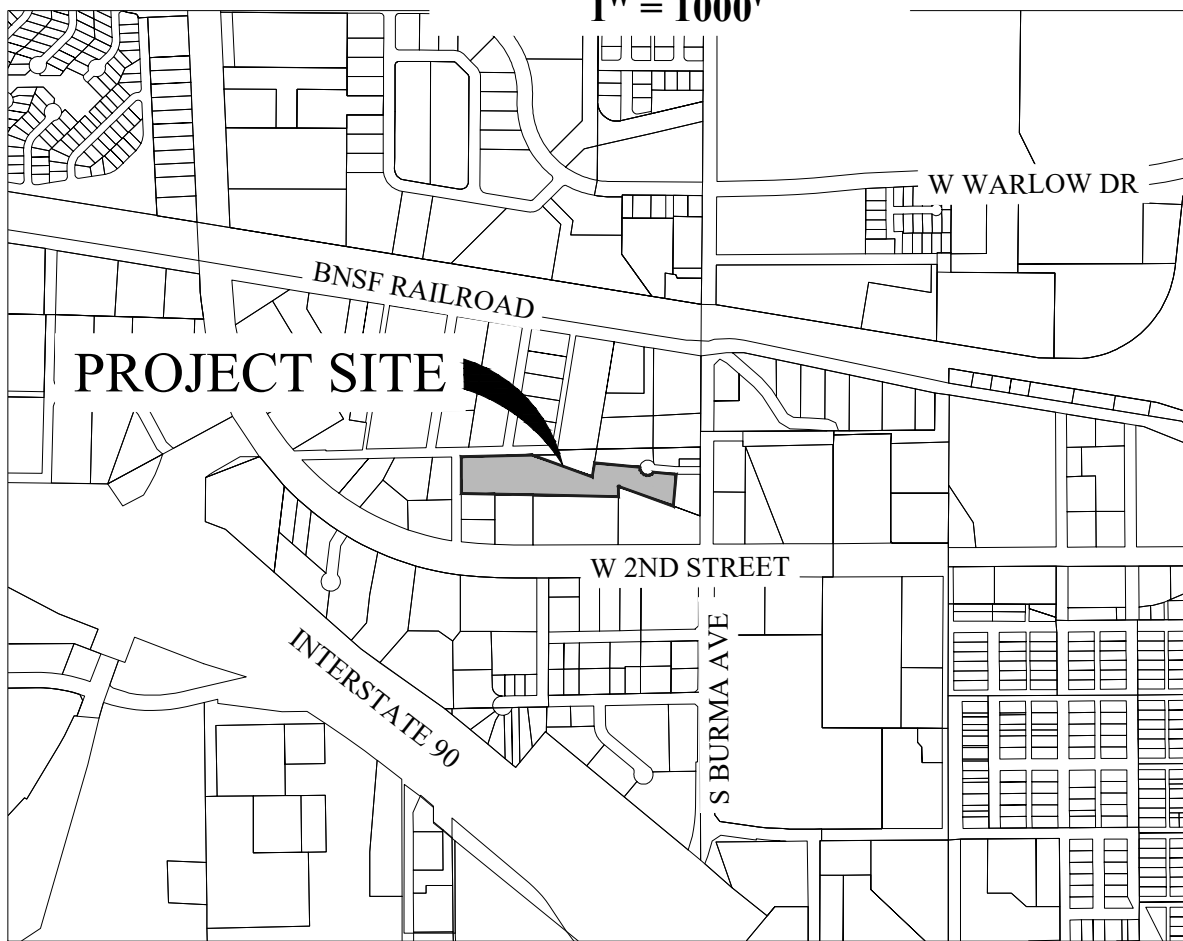
**SURVEYOR'S CERTIFICATE**

I, KEVIN C. IMUS, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR, LICENSED UNDER THE LAWS OF THE STATE OF WYOMING, THAT THIS PLAT IS A TRUE, CORRECT, AND COMPLETE PLAT OF LOT 1 AND LOT 2, MEYERS SUBDIVISION, AS LAID OUT, PLATTED, AND SHOWN HEREON, THAT SUCH PLAT WAS MADE FROM AN ACCURATE SURVEY OF SAID PROPERTY AND IMPROVEMENTS BY ME AND UNDER MY DIRECT SUPERVISION.

DATE OF PLAT OR MAP: DECEMBER, 2025 (KEVIN C. IMUS)

PAGE: 1 OF 1  
DATE: 12/15/2025  
FILE: 25204A\_MP

VICINITY MAP SCALE  
1" = 1000'



**CERTIFICATE OF THE CITY ENGINEER**

DATA ON THIS PLAT REVIEWED

THIS \_\_\_\_ DAY OF \_\_\_\_, 2025,  
BY THE CITY ENGINEER OF THE CITY OF GILLETTE, WYOMING

CITY ENGINEER \_\_\_\_\_

**CERTIFICATE OF APPROVAL BY CITY OF GILLETTE PLANNING COMMISSION**

THIS PLAT APPROVED BY THE CITY OF GILLETTE PLANNING COMMISSION

THIS \_\_\_\_ DAY OF \_\_\_\_, 2025,

CHAIRMAN \_\_\_\_\_

SECRETARY \_\_\_\_\_

**CERTIFICATE OF ACCEPTANCE AND APPROVAL BY CITY COUNCIL**

APPROVED BY CITY COUNCIL OF THE CITY OF GILLETTE, WYOMING

THIS \_\_\_\_ DAY OF \_\_\_\_, 2025,

MAYOR \_\_\_\_\_

CITY CLERK \_\_\_\_\_

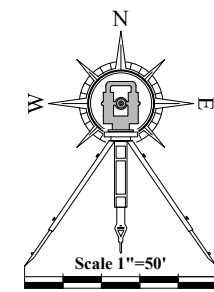
**CERTIFICATE OF COUNTY CLERK**

THIS PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE CLERK AND RECORDER

AT \_\_\_\_ O'CLOCK, \_\_\_\_ M., THIS \_\_\_\_ DAY OF \_\_\_\_, 2025,

AND IS DULY RECORDED IN BOOK \_\_\_\_ OF PLATS, PAGE NO. \_\_\_\_

CAMPBELL COUNTY CLERK \_\_\_\_\_



**LEGEND**  
⬤ = (SET) ALUMINUM CAP, PLS 9328  
⊙ = (FOUND) 3/4" IRON PIPE  
⊗ = (FOUND) BARE REBAR  
■ = (FOUND) 1977 BRASS CAP, RLS 577  
▲ = (FOUND) PLASTIC CAP, LS 577  
◆ = (FOUND) ILLEGIBLE ALUMINUM CAP, RLS 2333  
◇ = (FOUND) ALUMINUM CAP, RLS 2333  
△ = (FOUND) PLASTIC CAP, RLS 2333  
△ = (FOUND) NAIL WITH FLAGGING  
⊕ = (FOUND) PK NAIL IN CONCRETE  
ALL COURSES ARE MEASURED UNLESS NOTED

PREPARED FOR:  
**DEB & DENNIS MEYERS**  
PO BOX 762  
GILLETTE, WYOMING 82717

PREPARED BY:  
**LAND SURVEYING INCORPORATED**  
209 N. WORKS AVENUE  
GILLETTE, WY 82716  
1-307-682-1661 www.lsi-inc.us

