

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
City Council Chambers ~ City Hall
February 28, 2017 ~ 7:00 p.m.

PRESENT

Commission Members Present: Chairman Clark Sanders, Brenda Green, Todd Mattson, and Jim Nielsen.

Commission Members Absent: Bill Ellingson, Jennifer Thomas and Cindy Reardon.

Staff Present: Mike Cole, Planning Manager; Natalie Buchwald, Planner, and Jill McCarty, Administrative Assistant.

CALL TO ORDER

Chairman Sanders called the meeting to order at 7:00 p.m.

APPROVAL OF THE MINUTES

A motion was made by Jim Nielsen and seconded by Brenda Green to approve the Pre-Meeting Workshop and Regular Meeting Minutes of the City Planning Commission Meeting of January 10, 2017, and the Pre-Meeting and Regular Meeting Minutes of the City/County Planning Commission Meeting of January 19, 2017. Motion carried 4/0.

17.002PUDF-FINAL
PLAT PUD-Gillette
College Tech Center
Ph. II, Resub of Tract C

Natalie Buchwald presented Case No. 17.002PUDF. The City of Gillette and Gillette College (the applicant) request approval of a Final Planned Unit Development (PUD) Plat and PUD Ordinance with the intent of subdividing Tract C of the Gillette Tech Center Phase II Subdivision into five (5) lots in the C-O, Office and Institution District.

Tract C of the Gillette Tech Center Phase II Subdivision consists of a single, five-acre lot. Tract C is located south of the West Sinclair Street/Tech Drive intersection within the Gillette College Campus. Tract C is currently zoned C-O, Office and Institution District. Tract C was platted as a single lot in 2011. Phase I of the Gillette College student housing is located within existing Tract C.

A Development Plan for the Gillette College Housing was approved by the Planning Commission on January 14, 2008. The Landscape Plan was approved by the Parks and Beautification Board on December 13, 2007. Since 2008, all necessary infrastructure, buildings and landscaping has been installed. The new dormitory structures were occupied by students in September 2009. The City Planning Commission approved the Preliminary PUD Plat and Draft PUD Ordinance during their May 20, 2012 meeting.

The applicant would like to move forward with the Final PUD Plat and Ordinance for future ownership purposes. The PUD Plat will create five (5) new lots - four (4) separate lots for each dormitory structure, and one lot for the common area.

Chairman Sanders asked if the City had received any calls or public comments on this case. Natalie said they City had not. Chairman Sanders asked if there were any further questions from the commission. There were none.

Todd Mattson made a motion to approve said case. Jim Nielsen seconded

the motion. Motion carried 3/0/1.

17.003Z- ZONING
MAP AMENDMENT-
Lot 16A & 16B,
Industrial Park East

Natalie Buchwald presented Case No. 17.003Z. The City of Gillette Planning Division recommends Lots 16A and 16B of the Industrial Park East subdivision be rezoned from I-1, Light Industrial District, to R-S, Suburban Residential District, to correct an obvious zoning error.

When Lot 16 of the Industrial Park East Subdivision was annexed into the City of Gillette on November 4, 2002, the property was zoned I-1, Light Industrial Zoning District.

In 2014, Lot 16 was split into two separate lots – 16A and 16B.

The City-issued building permits for single-family residential construction on Lot 16A and 16B. At the time the building permits were issued, it was thought the zoning of these two properties was R-S, Suburban Residential Zoning District. Neither lot was properly zoned to accommodate the existing residential uses.

The proposed Zoning Map Amendment is a “housekeeping” task that has been initiated by the City of Gillette to update our existing zoning districts to reflect the actual use of the property and to correct an obvious error.

Chairman Sanders asked if the City had received any calls or public comments on this case. Natalie said they City had not. Chairman Sanders asked if there were any further questions from the commission. There were none.

Jim Nielsen made a motion to approve said case. Todd Mattson seconded the motion. Motion carried 4/0.

OLD BUSINESS

None

NEW BUSINESS

Mike Cole reported there will there will be three cases at the March 14, 2017, meeting.

ADJOURNMENT

The meeting adjourned at 7:07 p.m.

Minutes taken and prepared by Jill McCarty, Administrative Assistant.