

CITY OF GILLETTE PLANNING COMMISSION  
MINUTES OF THE REGULAR MEETING  
City Council Chambers ~ City Hall  
August 27, 2019

PRESENT

Commission Members Present: Chairman Jim Nielsen, Vice-Chair Reardon, Ryan Conklin, Sheryl Martin, Ted Jerred and Trevor Matson.

Commission Members Absent: Jennifer Tuomela

Staff Present: Annie Mayfield, Planning & GIS Manager; Clark Sanders, Planner; Meredith Duvall, Planner; and Jill McCarty, Senior Administrative Assistant.

CALL TO ORDER

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

APPROVAL OF THE MINUTES

A motion was made by Trevor Matson to approve the pre-meeting workshop minutes, and the regular meeting minutes of the City Planning Commission Meeting of July 23, 2019. Ryan Conklin seconded the motion. Motion carried 6/0.

19.025V-VACATION-1509 Boise Ave

The owner, Kari Outzen, is seeking approval to vacate the easterly 4' of a 15' Utility easement for constructing an accessory garage. The easement is located on the west of Lot 5, Block 2, Northland Village Mobile Home Park, First Filing, Phase III. The proposed plot plan indicates the existing utilities will be accessible through the remaining 11' General Utility Easement with at least 5' remaining on the east side to accommodate the existing gas line. A locates request indicates the proposed 4' vacate area is free of existing utilities.

Clark Sanders said there were no calls or inquiries from the public regarding the case.

Chairman Nielsen asked if there were any questions from the public or the Commission regarding the case.

Joseph Lahr, from Innovative Builders, was present and said he was the contractor the home owner will have build the garage. He said the home owner wanted a garage that was not so close to their house, and the reason they were asking for the vacate. Mr. Lahr said he had spoken with the Development Services Director, Ry Muzzarelli, and said Ry did not see the need for a 30-foot easement on that lot.

Ted Jerred asked if the garage was already constructed. Mr. Lahr said it was not yet, but the space where the garage will be built has been cleared out.

There being no further comments or questions, Cindy Reardon made a motion to approve the case. Ted Jerred seconded the motion. Motion carried 6/0.

Mr. Lahr asked with the approval of the case if he could start building the garage, and Clark Sanders said this case would need to pass three readings at City Council, the first reading being September 3<sup>rd</sup>. Mr. Lahr said his client was wanting the garage built before winter but would wait for the three readings.

OLD BUSINESS

None

NEW BUSINESS

Clark Sanders said there would be a meeting on September 10, 2019, and for September 24, 2019.

ADJOURNMENT

The meeting adjourned at 7:07 p.m.

Minutes taken and prepared by Jill McCarty, Senior Administrative Assistant.