

CITY OF GILLETTE PLANNING COMMISSION  
MINUTES OF THE REGULAR MEETING  
Community Room ~ City Hall ~ March 12, 2024 ~5:15 pm

PRESENT

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

Commission Members Absent: None

Staff Present: Meredith Duvall, Planning Manager; Shannon Stefanick, 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 Ian Scott to approve the meeting minutes of January 23, 2024. Vice-Chair Conklin seconded the motion. Motion carried 7/0.

Case No.  
PL2024-0001  
ANNEXATION  
PLAT-Capps  
Annexation  
Second  
Addition

The owner, Linda Capps, has initiated the annexation of a tract of land adjacent and contiguous to the City of Gillette, Wyoming, pursuant to Wyoming Statute 15-1-403, known as the Capps Annexation Second Addition.

The County has sent a letter supporting this annexation. This area is a logical extension of the City limits and will be serviceable. The land is generally located east of Garner Lake Road, between Vaquero Dr and I-90, and is bordered by corporate limits on the west side of the property.

The owners desire to have the Tract annexed and zoned for C-1, General Commercial District uses with access to City services. There are no statutes or ordinances that regulate the shape or size of an area to be annexed.

The site currently has some mobile homes and small storage structures. The mobile homes are supplied by a private well that is situated on an adjacent property and private septic systems. If this Tract is zoned C-1, then the existing mobile homes would be considered a nonconforming use and have an exempt or "grandfathered in" status upon annexation. If a mobile home were to be removed from its existing location for more than twelve consecutive months, then the "grandfathered" status would be removed, and no other mobile home could be placed in its stead. If the mobile home were to be replaced within a period of less than twelve months, the new mobile home could be no larger than the original and would have to be placed in the same location.

When the water well and septic systems fail, it will be required that those water and septic systems are replaced with City of Gillette Wastewater and Water services. The owners will be required to pay for these improvements. Any new development will not be allowed to hook up to these private services.

Any future development or construction will be reviewed by the City and shall meet City standards.

Shannon Stefanick said the city Planning Division received one phone call from the public regarding the case and was a general inquiry only.

Chair Hottell asked if there were any comments from the public or Commission on the case.

There being no further comments or questions Matthew Nelson made a motion to approve the case, and Jack Colson seconded. The Motion carried 7/0.

OLD BUSINESS None.

NEW BUSINESS Meredith Duvall said the next meeting will be April 9, 2024.

ADJOURNMENT The meeting was adjourned at 5:23 p.m.

Minutes taken and prepared by Jill McCarty, Sr. Admin Assistant.

DRAFT