

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
City Council Chambers ~ City Hall
October 11, 2016 ~ 7:00 p.m.

PRESENT

Commission Members Present: Chairman Clark Sanders, Bill Ellingson, Brenda Green, Jim Nielsen, and Cindy Reardon.

Commission Members Absent: Todd Mattson and Jennifer Thomas

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

CALL TO ORDER

Chairman Clark 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 Bill Ellingson to approve the Pre-Meeting Workshop and Regular Meeting Minutes of the City Planning Commission Meeting of August 23, 2016. Motion carried 5/0.

16.040PUDP –
PRELIM PUD-Resub
Lot 3 Block 4 Marquiss
Addition

Natalie Buchwald presented Case No. 16.040PUDP. The applicant, R.E.N.E.W., is requesting approval of a Preliminary Planned Unit Development (PUD) Plat and Draft Planned Unit Development (PUD) Ordinance with the intent of splitting one (1) lot into two (2) lots in the R-4, Multi-Family Residential District.

Performing a traditional lot split for this development through a Minor Final Subdivision Plat would result in the creation of a residential lot with a non-conforming rear-yard set-back in the R-4 Multi-Family Residential District. As such, a PUD zoning district overlay is proposed to reduce the proposed rear-yard set-back requirements as part of the PUD Ordinance for this existing development.

Upon approval of this Preliminary PUD Plat and PUD Preliminary Ordinance, the owner will then have the opportunity to submit a Final PUD Plat to incorporate recommendations from the Planning Commission. The Final PUD Plat will be reviewed by the Planning Commission during a future meeting, before it moves forward to the City Council for final review and approval.

Chairman Sanders asked if there were any questions. Brenda Green asked if the easements for the lot could be clarified for final ownership and maintenance purposes. Scott Bruce, from Bruce Engineering, agent for the project, spoke to the question and said the utilities are not in an existing easement at this time, and a general utility statement will be done for each property for the owner to maintain and repair their own utility lines. Chairman Sanders asked if the easement would be on the final plat for review, and Scott Bruce said it would.

Cindy Reardon inquired of the potential for each of the two buildings to be owned by separate owners. Scott Bruce said if that were to happen, possible separate meters might then be needed for each property.

Jim Nielsen made a motion to approve said case. Bill Ellingson seconded the motion. Motion carried 5/0.

OLD BUSINESS

None

NEW BUSINESS

Mike Cole reported there will be three cases at the next meeting on October 25, 2016.

DIRECTORS REPORT

Charlene Busk from the Gillette Historic Preservation Commission introduced fellow member Kim Roesser, Chairman. Kim said the other members of the commission not present are Mary Kelley and Robert Henning. The commission was established a year ago, and its goal is to protect, enhance and perpetuate historical and archeological relics within Gillette. Kim said the commission represents the Gillette Certified Local Government Program, and because of certain requirements their commission meets, they are able to apply for state grants, and get access to technical service from the Historic Preservation office.

Kim said their commission would like to work with the Planning Commission on being able to hear about historic buildings being raised or renovated. While the commission understands there are some historic buildings that will not be preserved, Kim said the commission would like the opportunity to go through the buildings before they are taken down to take pictures and observe the structure, craftsmanship and building materials that were used for their records.

Charlene clarified that for a building to be classified as a historic building, it would only have to be 50 years old.

Kim asked that the commission be used as a resource for getting information on historic buildings in Gillette. Currently a survey is being done by the commission on what historic buildings are in Gillette.

Chairman Sanders asked what other criteria besides the age of the building would be needed for a building to be considered historic. Kim said while the requirements and definition are strict for the national registry, the commission is looking at architectural styles, materials and the significance to the community.

Cindy Reardon asked for the parameters they are looking at within the city. Charlene said they are currently working on the downtown area, but eventually would like to include all of Gillette, and in some cases the county as well.

ADJOURNMENT

The meeting adjourned at 7:16 p.m.

Minutes taken and prepared by Jill McCarty, Administrative Assistant.