



Town of Wheatland Planning and Zoning Commission

Minutes – August 1st, 2024

Call to Order – Roll Call

The Town of Wheatland Planning and Zoning Commission meeting was called to order at 6:00 p.m. on Thursday, August 1st, 2024, by Chairman Clay Becker in the Town Hall Council Chambers.

Members Present: Chairman Clay Becker, Vice Chairman Randy Chesser, Member Pat Mitchell, Member Mike Holst, Member Alyssa Martin, and Alternate Member LeRon Eller.

Late Arrival: Member Jarvis Windom.

Members Absent: Member Phathom Holt.

Staff Present: Planner Douglas Dumont and Town Clerk Candy Wright.

General Citizen Comments

Chairman Becker asked if there were any general comments from the public, none were taken.

Declaration of conflicts of Interest

Chairman Becker asked if there were any conflicts of interest in the matters to come before the commission, none were noted.

Old Business

Special Use Permit #07-08.

The commission reviewed the stipulation that a screened area for miscellaneous materials at a vehicle repair shop must be completed by July 31st, 2024. The screened area must keep materials out of public view. If this condition is met, no further complaints will be heard for two years concerning the special use permit.

The commission agreed that all members are satisfied with the progress, no vote is necessary, and the issue will be closed for two years.

New Business

Application for a Special Use Permit (SUP) to operate a 10-unit bed and breakfast facility in a High-Density Residential District, located at 52 16th Street, represented by Michael and Vicki Mickelson:

Proposal: Operate a 10-unit bed-and-breakfast facility. The applicants plan to convert the former country club building, reconfiguring the main floor into two apartments and utilizing 10 of the 18 units on the second floor for the bed-and-breakfast. The remaining eight units will be used for storage.

Parking: 16 spaces on-site, with additional parking in four garages.

Agency Comments:

Superintendent Preston Meyer: No issues.

Chief Bob Glassen: Supports the proposal.

Chief Doug Willadsen: No objections.

Town Attorney Doug Weaver: Emphasized that storage should not be used for commercial rental purposes.

Water Superintendent Rick: No issues.

Pros and Cons:

Pros: Increased tourism, property utilization, and community enhancement.

Cons: Potential property value concerns.

Stipulations Considered: Limits on units, parking, aesthetic maintenance, and storage use.

The commission had no further questions and moved to proceed with a motion for the application.

A MOTION by Member Holst, with a second by Alternate Member Eller, to approve the request as proposed.

Upon roll call the vote on the MOTION was:

YES: Vice Chairman Chesser, Member Mitchell, Member Holst, Member Martin, and Alternate Member Eller.

NO: None.

MOTION DECLARED CARRIED

Industrial Zoning and Business Impact:

The commission discussed current industrial zoning regulations and their impact on businesses, especially in areas where the zoning may no longer align with current land use or future development goals. Concerns were raised about ensuring consistency in zoning decisions to avoid conflicts, especially in transitioning zones from industrial to business classifications.

Members debated the challenges of maintaining industrial zones within predominantly business or residential areas. There was a consensus that certain areas currently zoned as industrial might be better suited for business zoning, especially along major roads like 16th Street.

The commission examined the existing permit process for industrial zones, focusing on auto repair shops and the handling of materials and storage. It was suggested to refine the zoning code to clearly define terms like “salvage” and limit the duration for which vehicles or materials could be stored on-site.

There was extensive discussion about possibly reclassifying certain industrial zones to business zones to better match the current and future use of the land. Members also considered the impact of such changes on existing businesses and the broader community.

Communication and Process Clarification:

The commission emphasized the importance of clear communication with the public, especially concerning zoning changes and permit approvals. They discussed the process for notifying affected property owners, which includes sending certified mail 15 days prior to any Town Council meeting where such changes would be discussed.

It was clarified that the current zoning proposal is still in draft form and has not yet been finalized. The process involves further review by the Board of Adjustment, followed by three readings at the Town Council, with opportunities for public input.

It was noted that there were current issues with accessing the Town’s website, which houses documents related to Planning and Zoning meetings. These issues are being addressed to ensure that all relevant information is accessible to the public.

Next Steps:

The commission agreed to review the revised ordinance at the next meeting. They will also examine specific addresses within industrial districts to ensure proper zoning classifications.

A revised version of the ordinance will be presented for discussion. The commission will also look at zoning changes for specific properties, particularly those along 16th Street and in industrial areas.

Approval of Minutes

Approval of minutes from the April 4th, 2024, Regular Meeting.

A MOTION by Vice Chairman Chesser, with a second by Member Windom, to approve the April 4th, 2024, Regular Meeting minutes.

Upon roll call the vote on the MOTION was:

YES: Vice Chairman Chesser, Member Mitchell, Member Holst, Member Windom, Member Martin, and Alternate Member Eller.

NO: None.

MOTION DECLARED CARRIED

Approval of minutes from the June 6th, 2024, Regular Meeting.

A MOTION by Member Mitchell, with a second by Vice Chairman Chesser, to approve the June 6th, 2024, Regular Meeting minutes.

Upon roll call the vote on the MOTION was:

YES: Vice Chairman Chesser, Member Mitchell, Member Holst, Member Windom, Member Martin, and Alternate Member Eller.

NO: None.

MOTION DECLARED CARRIED

Commission Discussion

The Commission discussed possible items for the September meeting.

Adjournment

Chairman Becker adjourned the meeting at 7:29 pm.

Approve:

Attest:

Planning & Zoning Commission Chairman

Town Planner