

**WYOMING PLANNING COMMISSION SPECIAL MEETING
MINUTES OF March 20, 2006**

Chair Thomas called the meeting to order at 6:00 pm.

Members present: Commissioners, Dougherty, Thomas, Meyers, Salava and Richardson,

Also present: City Staff,

Absent: None

OLD BUSINESS

4.1 Whistler Enterprises CUP

Chair Michael Thomas will abstain from this item

Temporary Chair nominated was PJ Richardson, Motion made by Dougherty, seconded by Salava, Motion stated carried unanimous

PC believes that in reviewing the plans they believe that a catch basin would alleviate a lot of the drainage issues with the property and surrounding neighbors. PC asked Ms. Pfeiffer if she would be tearing out foundation, she said no that she would not be. She would be building her building on the existing foundation. Ms. Pfeiffer said that she would not like hold up the building process any more than necessary. The clinic would be raised so it drains toward the street. Planning commission would like the city engineer to look into the drainage issues in the area.

- **Motion by Dougherty, seconded by Meyers to approve CUP for Whistler Enterprises, LLC. Motion Stated Carried Unanimous. Thomas: Abstains**

4.2 Planning Commission Workshop

PC was concerned that the city was asking for too much in the planning applications. The city Engineer thought that they were fine and comparable to other cities. Planning commission would like staff to start sending out a letter after a planning application has been completed to notify the applicant that either their application is complete or that their application is missing information. If the application is missing information let the applicant know what they need as well, and that no formal action will be taken until it is completed correctly. Planning Commission would like to have 2 letters drafted for next meeting. Also the apps should have some sort of time frame when the planning

commission needs to receive information to have it on the agenda. Planning Commission would like to see the applications on the website as well. PC would like to have on applications that they only meet once a month. Planning Commission believes that if they have all the information required by the different applications they should be able to make intelligent decisions. It may be a good idea to have people say that aerial photos or normal photos are encouraged and may be helpful to the commission. Planning Commission would like to see staff provide a city map and circle where the project is on the map. They would also like to see a master form of all copies of updated apps at next meeting.

Building design standards planning has certain issues with as well. Chair Michael Thomas prepared a handout with some possible changes he thinks the Planning Commission should consider:

- 1) Building Design Standards.
 - a. In an effort keep unattractive, metal buildings contained within the current Industrial District, I would recommend the following changes to the Building Design Standards.
 - b. I would propose we revise the following Section 40-567 Building Design Standards subsections
 - i. (c) CBD District (3) Exterior Wall
 - ii. (d) B Districts (2) Exterior Wall Surfaces
 - iii. (e) I District; exterior wall surfaces
 - c. Associated relevant sections which cross reference design standards would need to be revised as well. Sections such as:
 - i. Division 6 CBD Section 40-251 Metal Buildings
 - ii. Division 7 G General Business District Section 40-238 Metal Buildings
 - iii. Division 8 L General Business Light Industrial District Section 40-314 Building design and construction standards.
 - iv. Division 9 H Health and Human Services District Section 40-355 Building design and construction standards.
 - d. I propose we revise the ordinance so that all buildings within CBD, B, L, H, & I1 (all non residential) Districts shall comply with the following Building Design Standards.
 - i. All buildings within these districts shall comply with the following Exterior Wall Surface Requirements.
 1. At a minimum, the lower 75% of all exterior wall surfaces shall be at least one or a combination of the following materials:
 - a. Brick
 - b. Painted or custom colored concrete masonry (un painted, standard grey construction grade masonry not allowed)
 - i. Smooth or Rock Face (Break Off) is permitted.

- c. Natural or cultured (concrete replication) stone.
 - d. Natural real wood lap siding, tongue and groove siding, or shakes. (Textured plywood or other man made wood products not allowed)
 - e. Painted fiber-cement siding with profile to simulate natural wood siding.
 - f. Pre-cast concrete structural wall panels with raked, exposed aggregate, etched, or architectural grade finish.
 - i. Standard gray smooth or broom finish must be painted.
 - g. Architectural Precast Concrete.
 - h. Stucco and Exterior Insulation Finish Systems (EIFS)
 - i. Doors, Windows, & Curtain Wall Glass Assemblies,
 - j. Materials not allowed:
 - i. Vinyl Siding
 - ii. Metal Siding
 - iii. Formed Metal Panels
 - iv. Any other material not noted above.
2. The remaining 25% of the building may be any material subject to final approval by the Planning Commission and City Council.
- ii. Pre-engineered metal buildings (and pole type structure) are not preferred however, will be allowed if the exterior wall surfaces of all exterior sides (elevations) comply with the Exterior Wall Surface Requirements note above.
 - iii. Exceptions – The following exceptions to the Exterior Wall Surface Requirements shall apply.
 - 1. Sides of a building which are not visible from any public road may not be required to comply, if approved by the Planning Commission and City Council. The applicant must be able to demonstrate that said side of building is not visible by public.
 - 2. A reduction in the % of required material usage may be considered if the side of the building in question is covered, concealed, or screened by landscaping, earth berming, opaque fencing, or method approved by the Planning Commission or City Council. The applicant may be required to submit additional materials and information to demonstrate the intent of the exception.
 - 3. New materials, building systems, etc. not noted as above as approved may be submitted for approval by the Planning Commission and City Council.

Planning would like to see the above changes be applied to the zoning ordinances and have the zoning ordinances amended.

Planning would like city staff to look into the steps or getting these changed and time permitting on the next PC's next meeting.

REPORTS

Commissioner Thomas – none

Commissioner Meyer – None

Commissioner Dougherty – None

Commissioner Richardson – None

Commissioner Salava - None

- **Motion by Richardson, seconded by Dougherty, to adjourn at 7:15 pm.
Motion stated carried unanimously.**

_____, Deputy Clerk