



# Planning & Zoning Commission Board of Adjustment

Evanston, Wyoming

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## Planning & Zoning Commission Meeting Minutes

July 7, 2025

6:00 PM at City Hall

### Board Members Present:

Jill Bass  
Maryl Thompson  
Kim Begalla  
Josh Rasnake

### Staff Present:

Damon Newsome, Engineer  
Dawn Worley, Administrative Assistant  
DuWayne Jacobsen, Senior Planner

Chairperson Thompson called the meeting to order at 6:00 p.m.

Chairperson Thompson asked for a motion to approve the July 7, 2025, agenda. Commissioner Rasnake moved to approve the agenda, seconded by Commissioner Bass. ***The motion passed unanimously.***

Chairperson Thompson asked for a motion to approve the Minutes from the June 2, 2025, Planning & Zoning Commission Meeting. Commissioner Bass moved to approve the Minutes, seconded by Commissioner Begalla. ***The motion carried unanimously.***

### Old Business:

**TA 254**, , a request by the City of Evanston for a Text Amendment to Chapter 24, Zoning of the Evanston City Code regarding the addition of accessory dwelling unit as a new land use item to Section 24-15 A., which would permit accessory dwelling units in certain residential districts; the addition of standards for accessory dwelling units to Article IV; and to define accessory dwelling unit in Article XII. (Section 24-107), was removed from the table for further consideration. Chairperson Thompson asked for a motion to place **TA 254** back on the table for continued consideration. Commissioner Rasnake moved to table **TA 254** until the August 4<sup>th</sup> meeting, seconded by Commissioner Begalla. ***The motion passed unanimously.***

### New Business:

Attorney Harris continued with new business by explaining the processes and procedures for conducting the public hearings.

Attorney Harris introduced case hearing, **CP 255**, a request by CCB Construction representing SPG Holdings LLC to allow a parking lot as the principal use of the lot for property located at 1956 Harrison Drive, Evanston, WY, which is zoned Highway Business-Established (HB-E). The parking lot is planned for use by Sterling Urgent Care/LUX Salon Suites located at 1952 Harrison Drive.

Shane Francis, CCB Construction, representing SPG Holdings LLC, appeared, was sworn in, and spoke on behalf of the application.

No other testimony was presented.

Chairperson Thompson called for a motion approve **CP 255**. Commissioner Rasnake moved to approve **CP 255** with staff recommendations, seconded by Commissioner Bass. ***The motion passed unanimously.***

**Other Business:**

**Revolution Addition-** a Major Subdivision was presented by Senior Planner Jacobsen.

**Burnt Hill 2<sup>nd</sup> Addition-** Sketch Plan review was presented by Ken Walker, Uinta Engineering, representing the developer, Gary Ellingford.

Hearing no other business, Chairperson Thompson announced future meeting dates of August 4, September 8, and October 6.

The meeting adjourned at 7:37 p.m.

Respectfully Submitted,

Dawn Worley