



CITY OF LANDER
BOARD OF ADJUSTMENT & PLANNING COMMISSION MEETING

Thursday, December 04, 2025 at 6:00 PM
City Council Chambers, 240 Lincoln Street

MINUTES

As of October 1, 2025, Meeting agenda packets are no longer posted on the City website due to the frequency of scams generated from the applicant's name and address required on the application.

Join from PC, Mac, iPad, or Android: <https://us06web.zoom.us/j/86460253452>

Note: This is a listen only link. Please attend the meeting for in person comments.

Attendance: Chair Zach Mahlum, Members, Mary Greene, Chris Savan, Rob Newsom, and Joe Henry. Member Kara Colovich was excused. and Tom Russel was absent. City Attorney Adam Phillips, Council Liaison Chad Cassady and Dan Hahn, Assistant Public Works Director Hunter Roseberry, Recording Secretary RaJean Strube Fossen

2. APPROVAL OF MINUTES

A. BOARD OF ADJUSTMENT MINUTES of November 6, 2025

Joe moved to accept the minutes. Seconded by Chris. Motion passed.

3. BOARD OF ADJUSTMENT - NEW BUSINESS

4. BOARD OF ADJUSTMENT - OLD BUSINESS

5. PLANNING COMMISSION - NEW BUSINESS

Your applications have been paid in full. If you get any subsequent invoices please report a scam to RaJean at the City of Lander and your email provider.

A. CS 25.01 Lane Subdivision Lot 6 resubdivision, Carper

Dave Fehringer, agent for Carper, took the oath and described the county plat request to make one large lot into 4 smaller lots with a 50' access drive.

Chris recused himself as his firm is the surbeyor of record.

Zach verified that these lots will be served with septic and not city water.

RaJean read the City Staff letter recommending approval since the engineering firm and owner have already accommodated all of the City comments.

Joe moved to approve CS 25.01. Seconded by Rob. Motion passed.

Meeting was recessed to wait for the next applicant to arrive.

B. S 25.11 Felix Addition Minor Plat and V 25.02 Variance request from Street improvements

Meeting was taken off recess. Sara and John Felix, landowners, took the oath and described that they wanted to make one large lot into two lots in order to sell the existing secondary rental house on the property. The lots are fully improved with two houses and City water and sewer services. The lots are nonconforming without a 50-foot street frontage because they abut unincorporated County lands at the access road. Their access will be across county lands that have the proper easements recorded with the County Clerk.

Zach verified that the Felix's do snow removal and maintenance and not the city or county. Zach asked if they had looked for any costs to make all the improvements. They indicated that they did not make any estimates. N 6th is only paved to the alley before their access easement and the rest of the easement is gravel road.

Rob asked for examples of similar situations in town. RaJean replied that the Skiba plat a couple of months ago was the same situation where a variance was granted off a county road ROW (Sink Canyon Road)

Chris wondered if a variance was necessary since this is a county and private ROW. RaJean stated that the code requires a subdivider to install all street, curb and gutter improvements in a typical subdivision. The Variance will be recorded and run with the land.

RaJean read the City comments that describes the research on the private/public easement for the access to these two lots. The City does not think it is prudent to make improvements to end up with a dead end street with not new lots. The City staff recommended approval of both the variance and the subdivision.

Chris moved to approve V 25.01 that relieves the owner from installing the street improvements. Seconded by Mary. Motion passed.

Chris moved to approve S 25.12 as presented. Joe seconded the motion. Motion passed.

RaJean told the owners that the variance will have a decision and order issued by the City Attorney within 30 days when it will be recorded in the County Clerks office. The plat will come before Council next Tuesday and if passed RaJean will get legal signatures and record the subdivision at the County.

6. PLANNING COMMISSION - OLD BUSINESS

A. Review administrative changes list

Members discussed the list of administrative changes in a handout. Items 1 and 2 for regulating the number of accessory structures and reducing the mail public notification radius to 140' (State statute) were removed and will not be presented.

Items 3 and 4 to move specifications to resolution in lieu of keeping them in this ordinance will still be addressed.

Item 5 is a requirement to update the zoning map through the public hearing process.

Items 6 and 13 will be forwarded as proposed changes to better match the FAA and State Solar Permit regulations. The FAA section was drafted by a contracted airport engineering firm.

Items 7,8 and 9 will be proposed changes to make the code more clear and meet state appeals procedures for both the BOA and the Planning Commission.

Members and Council Liaison Chad Cassady felt that Items 10, 11, and 12 had components of "densification" and were hot button issues in the 2024 proposed changes. These Items will be removed from administrative changes and may come up at future modifications of the code.

Short term rentals will also go forward as the planning commission requested in the City Council work session. RaJean will send out the STR proposed changes to each council member and ask for comments and questions.

Rob and Tom's terms expire this month. Tom was not heard from prior to the meeting if he will continue on the Board. This is Rob's final meeting as there will not be a meeting on December 18th due to there being no applications to consider.

Members heard an update on the status of the Wittek appeal for 484 N 4th hostel. The brief was filed in Sept and as of today the City Attorney filed the reply. The appellate will have 15 days to respond to the City and then the matter will be in Judge Condors hands. There will be no court or oral arguments and the Judge will hand out the final verdict and subsequent action items, if any.

7. ADJOURNMENT

There being no further business the meeting was adjourned at 8:10pm

There will be no meeting on December 18th.