

CITY OF CHEYENNE LONG RANGE PLANNING COMMISSION MINUTES  
October 17, 2011

A regularly scheduled meeting of the City of Cheyenne Planning Commission was held on Monday, October 17, 2011, at 6:00 P.M., in the City Council Chambers.

**MEMBERS PRESENT:** Ryan Schelhaas, Marc Woods, Dave Teubner, Gene MacDonald, Rolfe Burgess, Arlene Lowery

**MEMBERS ABSENT:** Lindsay Woznick

**CITY STAFF PRESENT:** Brandon Cammarata, Urban Planning Director, Matt Ashby, Planning Services Director, Tom Mason, MPO Director, Sreyoshi Chakraborty, MPO Planner

Others Present: Mayor Rick Kaysen, Paul Frauendienst, Randy Byers

**CALL TO ORDER:** Meeting called to order at 6:00 P.M.

**Item #1 –Critical Path Committee Report to Planning Commission**

Mayor Rick Kaysen likened the process to a roller coaster, began in 2008, but actually much earlier than that, it started with the Chamber's Vision 2020 process. Included elements like the need for parks, consistency between administrations, meeting housing demand for different people (age, etc). When PlanCheyenne was completed in 2006, it needed to come in a harmonious way, with efficiency. According to Statute, it requires that the regulations be adopted in accordance with the comprehensive plan. Our 40 year old regulations do not match the vision of our citizens, expressed in Vision 2020 and PlanCheyenne.

The lengthy process is not what is important. It is the quality that counts. This is not an 'off-the-shelf' plan. It has been designed specifically for Cheyenne. Starting in 2008, we did a code audit. Then 2 drafts from staff and Advisory Committee. In 2010, came the Critical Path Committee. I won't read the members of that committee. You know them all.

I want to acknowledge the efforts of two important steps. The Advisory Committee volunteered and took their own time to review the document. It consisted of homebuilders, developers, and staff. This group did the heavy lifting in providing the most significant changes to the Unified Development Code. In 2010, the Planning Commission said, 'Whoa', asking to look at the project from the perspective of professionals in the development and building community. The new group walked through the code page by page and grew from a targeted 6 month process to 10 months so that the product and recommendation would be right. All of the elements that changed or didn't change, were approved by the Committee. In testament to the Advisory Committee, nothing of major extent changed from the Critical Path Committee. But 105 elements were changed and refined.

34 A key message you will hear is that the UDC is better than what we have today. And it is adaptable. You  
35 will likely hear that the project isn't well liked by some. But it is better.

36 I'd like to highlight a few of the good things about the code:

- 37 • Streamlining to get things through the process faster. Time = money.
- 38 • Predictability in providing parks in neighborhoods.
- 39 • Clear language that can avoid misinterpretations.
- 40 • Staff flexibility to hammer out solutions without extensive process.
- 41 • Remedies to move changes/fixes forward swiftly with projects.

42 We hear a lot about how business friendly our community is or isn't. A 40 year code reflects the  
43 difficulties in managing an antiquated system. Nobody likes regulations, but some things will help  
44 people get through the process.

- 45 • Streamlining.
- 46 • Better land use descriptions.
- 47 • 8 New flex options for parking regulations.
- 48 • Reduction of sign regulations from current code of 36 pages to 7 pages.
- 49 • Administrative adjustment to allow flexibility.
- 50 • Annual review process so we can stay on top of this code so it stays current.

51 I want to thank the members of the Critical Path Committee for their time in reviewing this product.  
52 They shared it with their coworkers. It has taken a lot of time and effort, but it is unique to Cheyenne.  
53 Why is it important? Why now? We grew at double the rate from last decade to next. The Unified  
54 Development Code will help us manage that change in a positive way.

55 Paul Frauendienst – I've been involved in this process for 3.5 years with the Advisory Committee and  
56 the CPC, and we have a document that I am in support of. We've created over 80 pages of revisions to  
57 make the document more workable. We also have some notes to City Council of recommendations that  
58 we feel they need to address. I'd like to say that this is a living document. There's a provision that the  
59 code will be looked at annually. Its not unlike when I build houses – I have yet to build a perfect house.  
60 We're going to have things to go back and correct, and that provision is there and important. I also  
61 want to point out that having been on both Committees, it is impressive that the framework of the  
62 document has stayed in tact and is solid.

63 Randy Byers – You're going to hear me repeat a few things. For the past year, we have worked to move  
64 the UDC forward taking it from the Advisory Committee. We worked sentence by sentence. We have a  
65 document that is balanced, accurate, and a workable method of moving forward with planning and  
66 development in the community. We had lots of discussion and debate. Out of those discussions,  
67 equally important, we elected to leave a lot of the document as is. That vetting and validation process is  
68 equally important because the process lends a layer of credibility to the document. And, it is ready for  
69 you to review. I want you to know that the CPC and staff have scheduled meetings to give interest  
70 groups an opportunity to find out more about the project. We, the CPC, intend to meet to review the

71 comments that are provided by the public and make recommendations on changes. One of the things  
72 that is important is that this sets a method by which we can move forward for years. The CPC  
73 represented a broad cross section of professions. One key reason is to ensure that Cheyenne remains a  
74 livable community.

75 Brandon Cammarata – I want to thank the Mayor, Paul, and Randy for speaking to the Commission  
76 tonight and for the excellent experience in working with them over the last 10 months.

77 We have begun the public review period and we will be taking comments. The public hearing will be  
78 held on December 5<sup>th</sup>. There are a number of ways to review the document. On the City’s website,  
79 there will also be the option to use the “Request Partner” system on the web to comment, or you can  
80 provide them directly to staff. The CPC looks to meet the week before Thanksgiving to review any  
81 comments and make recommendations in moving forward.

82 Ryan Schelhaas – I want to thank all of the members of the CPC for their effort. We appreciate it  
83 because we spent considerable time in reviewing it a year ago. It gives us positive feedback.

84 Marc Woods – I want to thank everyone for their time. Most of all to Paul for his longevity. This was  
85 maybe a little painful getting to this point. It is important enough – there were 105 changes, 80 pages,  
86 and clearly your efforts provided us with a better product than where it was before.

87 Gene MacDonald – I want to compliment the Committee members for including the requirement that  
88 the code be looked at on an annual basis. If something was missed or needs to change, we are sure to  
89 look at it.

90 Arlene Lowery – Thanks. Great work to the Committee for their pain and their joy.

91 Mayor Kaysen – A lot of accolades and rightfully so. Thank you to the Planning Commission – you also  
92 serve in a similar role to volunteer. Your role is not taken lightly and you invest your time in your  
93 community. Thank you.

94 **Item #2 – Interchange Enhancement Guidebook, Public Hearing**

95 Sreyoshi Chakraborty, MPO Planning Staff - This document is an encyclopedia of interchange  
96 enhancement elements that have been used in the Cheyenne area. A few years ago, in putting together  
97 a package, WYDOT was scrambling around trying to find information on what was done previously. Now  
98 we have all that information all in the same document. There is partnership information and a template  
99 contract or agreement included. An appendix at the end describes the improvements. The document  
100 was reviewed by State, City, and County departments. We reviewed and did our best to incorporate as  
101 many of the concepts as possible. The MPO Technical Committee moved to approve the document and  
102 that is why it is here before you.

103 Opened for public comment. No Comments. Comment period closed.

104 Gene MacDonald: Is this a Nolte project or AVI? Sreyoshi Chakraborty: The project was started by Tom  
105 Cobb when he was with Nolte, and the project floundered and the contract was cancelled and  
106 completed by Tom Cobb with AVI. Gene MacDonald: Should the Nolte logo be on the cover or AVI?  
107 Tom Mason: That's a good consideration.

108 Dave Teubner: Is the fencing only for the bridge structure or does it bleed down into the  
109 neighborhoods? Sreyoshi Chakraborty: We only described the fencing for the bridge, and it would not  
110 impact the fencing in the area.

111 Arlene Lowery: Recommend acknowledgement of receipt and approval by the Governing Body. Gene  
112 MacDonald: Second.

113 Roll Call: Unanimous approval.

114 Other Business: Tom Mason: We have begun the process of updating PlanCheyenne.

115 Brandon Cammarata handed out hard copies of the UDC Adoption Draft. If you have any questions  
116 relating to the changes in the work, that relates to the UDC draft with the Blue Cover. Marc Woods:  
117 Where would you start in reviewing? Brandon Cammarata: If you're interested in the revisions the CPC  
118 made, you might start with the Revisions document. That includes a short description of the changes  
119 followed by the specific language as to the changes recommended in context. If you have specific  
120 questions about elements, please feel free to contact us.

121 Pete Laybourn: It's interesting tonight to have this coming to a decision point. It's been a long time in  
122 the making and important decisions for Cheyenne. I'd like to give an update on the Comprehensive  
123 Upper Downtown District Plan. The coalition is working to gather support for the concept so that  
124 people know who we are and what we're doing so we can bring it before the Council. We are interested  
125 in moving the project forward and will have some public functions to make people aware of the long  
126 term consequences of redevelopment. The State is proceeding with plans for the office building at the  
127 old Safeway site. We haven't heard much from the hospital, but design is under way. Your support is  
128 critical to us and I wanted to let you know that we are in the process of generating awareness. Its  
129 important that people of all interests know that this effort is important. October is Community Planning  
130 Month, and if you visit [www.planning.org](http://www.planning.org), you'll see examples of communities that bring vitality to  
131 attract people to town. We haven't seen this type of plan before in the community. If you have any  
132 questions I'd be happy to answer them.

133 Adjourned. 6:48PM.

134

135

136 Ryan Schelhaas  
137 Chairman



Brandon Cammarata, AICP  
Planning & Development Director