

PUBLIC SERVICES COMMITTEE MINUTES

A meeting of the Public Services Committee held on Tuesday, May 19, 2020, via an Electronic Meeting, starting at 12:00 P.M. Those in attendance were as follows:

COMMITTEE MEMBERS: Rocky Case, Chairman; Bryan Cook and Dicky Shanor. Absent: Scott Roybal

CITY STAFF: Alessandra McCoy-Fakelman, Deputy City Attorney; Mike O'Donnell, City Attorney; Charles Bloom, Planning & Development Director; Seth Lloyd and Tawn Hillenbrand, Planning & Development Department; Jennifer McClelland, Executive Assistant to the City Council; Kris Jones, City Clerk; Joe Chenchar, Assistant City Attorney; Eric Fountain, Mayor's Chief of Staff; Brendan Ames, Chief Economic Development Officer; Lisa Pafford, Planning and Development Deputy Director; Lara White, Legal Assistant; and Tom Mason, Metropolitan Planning Organization (MPO) Director.

OTHERS PRESENT: Dr. Mark Rinne, City Council President; Maggie Austin, Wyoming Tribune Eagle; Casey Palma, Steil Surveying; and Patti Reiland, Mayor's Council for People with Disabilities.

AGENDA ITEMS

12. **ORDINANCE – 2nd READING –** Amending Sections 1.4.3, 2.1.1, 2.1.2, and 4.2.5 of the Unified Development Code of the City of Cheyenne, Wyoming, to define and clarify the purpose of remainder lots. (SPONSOR – MR. CASE)

Mr. Cook moved to approve on 2nd reading, seconded by Mr. Shanor. Motion carried by unanimous voice vote.

DISCUSSION: Charles Bloom, Planning & Development Director, provided a staff report and advised staff supports approval of the text amendment to the Unified Development Code to clarify “remainder lots”, allowance of an administrative plat and the fee section. Mr. Shanor, Councilman Ward II, advised he received positive feedback on the Ordinance from the private sector and thanked staff for their efforts.

13. **ORDINANCE – 2nd READING –** Amending Section 2.2.6 of the Unified Development Code of the City of Cheyenne, Wyoming, to modify time limits associated with temporary uses. (SPONSOR – MR. CASE)

Mr. Cook moved to approve on 2nd reading, seconded by Mr. Shanor. Motion carried by unanimous voice vote.

DISCUSSION: Charles Bloom, Planning & Development Director, provided a staff report and advised staff supports approval and advised the ordinance establishes time limits for certain temporary uses. Mr. Cook, Councilman Ward II, believes the changes are very positive.

14. **ORDINANCE – 2nd READING –** Amending Sections of Article 2 of the Unified Development Code of the City of Cheyenne, Wyoming, to modify posted notice requirements for site plans and administrative approvals, clarify procedures for modification of site plans, modify authority to initiate text amendments, and modify criteria for variance approval. (SPONSOR – MR. CASE)

Mr. Cook moved to approve on 2nd reading, seconded by Mr. Shanor. Motion carried by unanimous voice vote.

DISCUSSION: Charles Bloom, Planning & Development Director, provided a staff report and advised staff supports approval to eliminate the “Posted Notice” requirements noting, this will reduce the amount of signage throughout the community. Further changes include: variance criteria, changes to align with statutory requirements and the text amendment process.

16. **RESOLUTION –** Authorizing the Mayor and the City Clerk to sign a Final Plat for Willow Heights, a replat of Lot 14, Block 5, Homestead Addition, First Filing Replat, Cheyenne, Laramie County, Wyoming (located south of Homestead Avenue, between Henderson Drive and Hanson Street). (POSTPONED FROM 05-11-20)

Mr. Cook moved to adopt, seconded by Mr. Shanor. Motion carried by unanimous voice vote.

DISCUSSION: Seth Lloyd, Planning & Development Department, provided a staff report and advised staff supports approval to replat 1 large parcel into 15 lots for single-family home development, 1 lot will be used for open space. Casey Palma, Steil Surveying, noted the benefits to all parties and acknowledged City Staff’s efforts on this project.

21. **RESOLUTION –** Authorizing the Mayor and the City Clerk to sign a Final Plat for Center Point Subdivision, 2nd Filing, a replat of Lots 1 thru 7, Block 1, inclusive, Center Point Subdivision, Cheyenne, Laramie County, Wyoming (located west of the intersection of Homestead Avenue and Eda Place). (SPONSOR – MR. CASE)

Mr. Cook moved to adopt with staff condition #1, seconded by Mr. Shanor. Motion carried by unanimous voice vote.

DISCUSSION: Tawn Hillenbrand, Planning & Development Department, provided a staff report and advised staff supports approval to replat 7 previously plated residential lots into 23 single-family lots, 2 drainage lots, and 2 lots dedicated to the City of Cheyenne Greenway. Casey Palma, Steil Surveying, acknowledged City Staff’s efforts on this project.

There being no further items for the agenda to come before the Public Services Committee, the meeting was adjourned at 12:35 P.M.

Submitted by,

A handwritten signature in red ink that reads "Mary Salas". The signature is written in a cursive style with a large, looping initial "M".

Mary Salas,
Administrative Assistant to the City Council