

PUBLIC SERVICES COMMITTEE MINUTES

A meeting of the Public Services Committee held on Tuesday, July 21, 2020, via an Electronic Meeting, starting at 12:00 P.M. Those in attendance were as follows:

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

CITY STAFF: Alessandra McCoy-Fakelman, Deputy City Attorney; Charles Bloom, Planning & Development Director; Tom Cobb, City Engineer; Seth Lloyd and Mark Christensen, Planning & Development Department; Kylie Soden, Deputy City Clerk; Byron Matthews, Fire and Rescue Department; Jennifer McClelland, Executive Assistant to the City Council; Tom Mason, Metropolitan Planning Organization (MPO) Director; Lara White, Legal Assistant; and Lieutenant David Janes, Police Department.

OTHERS PRESENT: Dr. Mark Rinne, City Council President; Daniel Hayes, Inberg-Miller, Inc.; Rod Stone; Carl Ladenburg; Casey Palma, Steil Surveying Services; Paula Travers; Brad Emmons, AVI; Jim Grenfell; Craig Russell; and Jillian Harris.

AGENDA ITEMS

11. **ORDINANCE – 3rd READING –** Amending the official zoning map of the City of Cheyenne changing the zoning classification from CB Community Business to MUB Mixed-Use Business Emphasis for a portion of the SE1/4 of Section 33, T.14N., R66W, 6th P.M., Cheyenne, Wyoming (located south of and adjacent to Sparks Road, west of Ridge Road).

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

DISCUSSION: Seth Lloyd, Planning & Development, provided a staff report and advised that no additional information has been provided since second reading at the July 13, 2020 meeting of the Governing Body and staff continues to support approval. Mr. Lloyd noted # 22 is the affiliated final plat resolution. Upon inquiry, Jim Grenfell, advised the property is not in a flood plan but the lower section of the property will have a retention pond.

14. **ORDINANCE – 2nd READING –** Annexing to the City of Cheyenne, Wyoming, land located northwest of the intersection of Western Hills Boulevard and Yellowstone Road. (SPONSOR – MR. CASE)

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

DISCUSSION: Mark Christensen, Planning & Development Department, provided a staff report and advised the annexation meets all criteria noting, #15 is the affiliated zone change request. Brad Emmons, AVI, advised the septic system is starting to fail in the house on the western portion of the property resulting in the annexation to hookup to City services.

15. ORDINANCE – 2nd READING – Amending the Official Zoning Map of the City of Cheyenne changing the zoning classification from County MU (Mixed-Use) to MUB (Mixed-Use Business Emphasis) for property generally located northwest of the intersection of Western Hills Boulevard and Yellowstone Road. (SPONSOR – MR. CASE)

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

DISCUSSION: Mark Christensen, Planning & Development Department, provided staff report and advised the property requires a City zone noting, #14 is the affiliated annexation. Upon inquiry, Mr. Christensen provided information regarding the remaining county lots around this property.

16. ORDINANCE – 2nd READING – Amending Chapter 2.29, Community Service Officers, of Title 2, Administration and Personnel, of the Municipal Code of the City of Cheyenne, Wyoming. (SPONSOR – MR. CASE)

Mr. Roybal moved to approve on 2nd Reading, seconded by Mr. Shanor. Mr. Shanor moved to amend section 2.29.050 (B)(1) to read “Detain an individual, only to the extent necessary, to prevent injury to persons or damage to property”, seconded by Mr. Roybal. Amendment carried by unanimous voice vote. Main motion, as amended, carried by unanimous voice vote.

DISCUSSION: Lieutenant David Janes, Police Department, advised this ordinance establishes the Municipal Security Officers (MSO’s) to provide security at the new Municipal Court house noting, MSO’s will be under the direct supervision of the Cheyenne Police Department.

21. RESOLUTION – Certifying the Municipal Complex Pedestrian Routing Plan. (SPONSOR – MR. CASE)

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

DISCUSSION: Tom Mason, MPO Director, provided staff report and advised this project was requested August of 2018 in anticipation of the remodeling of the Civic Center and the City building. Upon inquiry, Mr. Mason advised surrounding residents and business were notified of the plan through public meetings, social media and the local paper.

22. RESOLUTION – Authorizing the Mayor and the City Clerk to sign a Final Plat for Hawk’s Point Subdivision, a plat of a portion of the SE ¼, Section 33, T.14N, R.66W., 6th P.M., Cheyenne, Laramie County, Wyoming (located between Lincolnway and Nationway, west of Ridge Road). (SPONSOR – MR. CASE)

Mr. Roybal moved to adopt, seconded by Mr. Shanor. Motion carried with Mr. Case and Mr. Shanor voting "YES" and Mr. Roybal voting "NO".

DISCUSSION: Seth Lloyd, Planning & Development Department, provided a staff report and advised this plat proposes platting nearly 10 acres into 2 lots for senior housing. Charles Bloom, Planning and Development Director, anticipates the 3 staff conditions will be resolved soon and a substitute will be presented at the meeting of the Governing Body on July 27, 2020.

23. RESOLUTION – Authorizing the Mayor and the City Clerk to sign a Final Plat for Stanfield Addition, 4th Filing, a replat of Lots 1-4, Block 652, Stanfield Addition, Cheyenne, Laramie County, Wyoming (located at the southwest corner of the intersection of Thomas Avenue and W. 6th Street). (SPONSOR – MR. CASE)

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

DISCUSSION: Seth Lloyd, Planning & Development Department, provided a staff report and advised the proposed plat is intended to re-arrange lot lines around existing structures to allow for the individual sale of structures. Casey Palma, Steil Surveying Services, advised the structures are all proposed to remain, and this further cleans up the platted lines,

24. RESOLUTION – Authorizing the Mayor and the City Clerk to sign a Final Plat for Stanfield Addition, 5th Filing, a replat of Lots 4-6, Block 693, Stanfield Addition and Lots 1-3, Block 694, Stanfield Addition, Second Filing, and all of those remaining portions of Lots 4 and 5, Stanfield Addition, Second Filing, Cheyenne, Laramie County, Wyoming (located at the southeast corner of the intersection of Stanfield Avenue and W. 5th Street). (SPONSOR – MR. CASE)

Mr. Roybal 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 the proposed plat is intended to re-arrange lot lines around existing structures to allow the sale of individual structure. Casey Palma, Steil Surveying Services, advised this property has 16 units total and the goal is to replat as many as possible.

27. PRELIMINARY PLATS/PRELIMINARY ZONE CHANGES:

- a) Preliminary Plat for Whitney Ranch, 3rd Filing, a plat of a portion of the SE¼, Section 33, T14N, R66W, 6th PM, Cheyenne, Laramie County, Wyoming (located north of Dell Range Blvd., along Van Buren Avenue).

Mr. Roybal moved to approve with staff conditions 1-4, seconded by Mr. Shanor. Motion carried by unanimous voice vote.

DISCUSSION: Seth Lloyd, Planning & Development Department, provided a staff report and advised Whitney Ranch is expected to be a large-scale development with 550 acres noting, only portions of the property are ready for development in the near future. Brad Emmons, AVI, advised an open house was held with two people in attendance and explained drainage plans. Upon inquiry, Mr. Emmons advised that Guardian Homes is not the developer of this project however, similar owners are involved with the developer of this project, Whitney Ranch, LLC. Rod Stone requested committee to not approve this development until existing issues are resolved within Thomas Heights subdivision. Mr. Stone referred to a study conducted by the City, with an independent engineering firm, which summarized the drainage for Thomas Heights subdivision as not complying with City ordinances and causing increased flooding downstream. Charles Bloom, Planning and Development Director, advised discussions are occurring with a consultant as well as meetings with the engineering department to address multiple issues, including drainage.

There being no further items for the agenda to come before the Public Services Committee, the meeting was adjourned at 1:04 P.M.

Submitted by,



Mary Salas

Administrative Assistant to the City Council