

**CITY OF CHEYENNE
PLANNING COMMISSION MINUTES
May 4, 2020
6:00 P.M.**

MEMBERS PRESENT: Greg Palmquist, Chair; Phillip Regeski, Vice Chair; Philip Griggs, Ted Gertsch and

MEMBERS ABSENT: Jeremy Arneson, Secretary; Brian Tyrrell, James Bowers

CITY STAFF PRESENT: Charles W. Bloom, Planning and Development Director; Lisa Pafford, Deputy Director; Seth Lloyd, Planner; Tawn Hillenbrand, Planner; Alessandra McCoy, Staff Attorney

OTHERS PRESENT: Casey Palma

Greg Palmquist, Chair, called the meeting to order at 6:15 P.M.

Roll Call was taken by Seth Lloyd, Planner. There was a quorum with 4 members present.

MINUTES: Phillip Griggs made a motion to approve the April 6, 2020 meeting minutes. Phillip Regeski seconded the motion. The minutes were approved unanimously.

ITEM 1: Center Point Subdivision, 2nd Filing, Expedited, a replat of Lots 1 thru 7, Block 1, Inclusive Center Point Subdivision, Cheyenne, Wyoming (located at the southwest corner of the intersection of Homestead Avenue and Eda Place).
UDC-19-00391-01 / Center Point Subdivision, 2nd Filing, Preliminary plat

Casey Palma, Steil Surveying & Development Services – Agent
Floyd Lopez – Owner
Tawn Hillenbrand – Office Representative

Mr. Lloyd read the item into the record.

Casey Palma, agent, presented the project.

Tawn Hillenbrand, Planner, provided the staff report.

Mr. Palmquist opened the floor to public comment, hearing none, he closed the public comment period.

Phillip Regeski asked if Homestead was being vacated. Mr. Bloom stated the cul-de-sac portion will be vacated and replaced with another street. Mr. Bloom also stated that Homestead will not be extended to the north. Mr. Regeski asked if a hammerhead is to be provided at the westerly edge of the property. Mr. Bloom confirmed one will be provided and will comply with the fire department code.

Philip Griggs made a motion to recommend approval of the Expedited Plat of Center Point Subdivision, 2nd Filing, advancing the Final Plat to the Governing Body with the condition as listed in the staff report. Mr. Regeski seconded the motion.

Roll Call: Motion approved unanimously with a vote of 3-0.

ITEM 2: Remainder Lots Text Amendment, an Amendment to the City's Unified Development Code 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.
PLN-20-00003 / Remainder Lots
Charles Bloom – Office Representative

Mr. Lloyd read the item into the record.

** Minutes are meant to provide a brief summary of the meeting's action items, discussions, and decisions made. For more detailed information, please refer to the audio recording found on the City of Cheyenne's website.*

Charles Bloom, Director, provided the staff report.

Mr. Palmquist opened the floor to public comment.

Casey Palma stated that this amendment will affect several projects that he does. Mr. Palma feels that it might be necessary on specific complex circumstances.

Mr. Bloom confirmed that he has discussed these changes to the UDC with the County Assessor and she has confirmed that this will result in clearer subdivision and title to properties. Staff does not see any unexpected consequences with this amendment.

Mr. Regeski stated that the mapping will be more accurate but may contain an additional cost.

Mr. Palmquist closed the public comment period.

Mr. Griggs made a motion to approve the text amendment to for Remainder Lots. Mr. Regeski seconded the motion.

Roll Call: Motion approved unanimously with a vote of 3-0.

ITEM 3: Temporary Uses Text Amendment, an Amendment to the City's Unified Development Code amending Section 2.2.6.b of the Unified Development Code of the City of Cheyenne, Wyoming, to modifying time limits associated with temporary uses.

PLN-20-00004 / Temporary Use

Charles Bloom – Office Representative

Mr. Lloyd read the item into the record.

Charles Bloom, Director, provided the staff report.

Mr. Palmquist opened the floor to public comment, hearing none, he closed the public comment period.

Mr. Griggs made a motion to approve the text amendment to for Temporary Uses. Mr. Regeski seconded the motion.

Roll Call: Motion approved unanimously with a vote of 3-0.

ITEM 4: Article 2 Processes Text Amendment, an Amendment to the City's Unified Development Code amending Sections 2.2.3.c.2.b, 2.2.3.c, 2.4.1.b, 2.3.2.d regarding to modify posted notice requirements for site plans, clarify procedures for modification of site plans, modify authority to initiate text amendments, modify criteria for variance approval.

PLN-20-00005 / Article 2 Processes

Charles Bloom – Office Representative

Mr. Lloyd read the item into the record.

Charles Bloom, Director, provided the staff report.

Mr. Palmquist opened the floor to public comment.

Mr. Palma asked for clarification that the previous amendment does not include Section 2 for a variance. Mr. Bloom stated he was incorrect when he spoke that a variance could be sought for a "reminder lot". Mr. Bloom stated that the Planning Commission could make that recommendation. Mr. Palma stated he would be happy to have the change included.

Mr. Palmquist closed the public comment period.

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Mr. Griggs made a motion to accept the petition of the Director for Text Amendment and recommend approval of the text amendments to the Unified Development Code to the Governing Body, to modify posted notice requirements for site plans and administrative approvals, clarify procedures for modification of site plans, modify authority to initiate text amendments, to amend the Variance Applicability section to allow for variances to be allowed for UDC Article 2, and modify criteria for variance approvals as outlined in this staff report; noting the request meets the review criteria of UDC 2.4.1.d. Ted Gertsch seconded the motion.

Roll Call: Motion approved unanimously with a vote of 3-0.

OTHER BUSINESS: The meeting scheduled for May 18th will be cancelled due to lack of agenda items.

MEETING ADJOURNED: 7:35 PM.



Prepared by Lisa Pafford



Greg Palmquist, Chair