

CITY OF CHEYENNE
PLANNING COMMISSION MINUTES
June 21, 2021
6:00 P.M.

MEMBERS PRESENT: Philip Griggs, Chair; Phillip Regeski, Secretary; Jeremy Arneson and Stefanie Boster, Greg Palmquist

MEMBERS ABSENT: Brian Tyrrell, Vice-Chair

CITY STAFF PRESENT: Charles W. Bloom, Planning & Development Director; Mark Christensen, Planner II; Erin Fagan, Planner I; Tom Mason, Metropolitan Planning Organization Director; John Kopper, Fire Chief; Tom Cobb, City Engineer

OTHERS PRESENT: Dr. Mark Rinne, Kristina Richardson, Wes Bybee, Molly Bennett, Ralph Tarango

Philip Griggs, Chair, called the meeting to order at 6:00 P.M.

1. Roll Call was done by Charles Bloom, Planning and Development Director. There was a quorum with 5 members present.

- 2.b. Minutes – Jeremy Arneson made a motion to approve the May 17, 2021 meeting minutes. Stefanie Boster seconded the motion. The minutes were approved unanimously by a vote of 4 to 0.

ITEM A: Presentation and approval of the Cheyenne Metropolitan Planning Organization's FY '22 – '25 Transportation Improvement Program
Office Representative: Tom Mason, Director, Metropolitan Planning Organization

Charles Bloom, Planning and Development Director, read the item into the record.

Tom Mason, Metropolitan Planning Organization Director began by saying the TIP is a document that is required by federal Law. It is one of two items that are required of MPOs, the first being the Master Transportation Plan which was adopted last December. The Transportation Improvement Plan is a list of all projects that are coming within the next 4 years and are already funded. To be listed in the TIP, all projects must first come from the Master Transportation Plan. The TIP lists the projects, what year they are coming, their cost and where the money is coming from; federal, county, or local. The TIP is presented and approved by all MPO committees and for more public input it goes before both the City and County Planning Commissions.

Performance Measures are part of the TIP as well. Safety, condition of pavement, condition of bridges, reliability for freight, and making sure the transit rolling stock in good condition.

Table 1 is projects that are underway right now.

Wes Bybee, WYDOT, reviewed 2021 and 2022 WYDOT projects.

Jeremy Arneson asked what kind of intersection would be at Yellowstone and Four Mile.

Mr. Bybee stated it would be a signal intersection.

Mr. Arneson asked if there has been success with chip seal projects.

Mr. Bybee stated chip seal projects have done well when they follow a crack seal and give 7 to 10 years of extra road life.

Mr. Arneson stated chip seal projects have been a good short-term fix for roads.

Mr. Bybee reviewed 2023-2027 WYDOT projects.

Philip Griggs, Chair, asked for questions from the Board.

Phillip Regeski stated the Interstate Highways in the State are federally owned. He asked if the maintenance was funded by the federal government and if WYDOT manages these roads.

Mr. Bybee stated there is a match on the maintenance of the highways, but the federal government funds the majority at 90.49% is the local match 9.51%.

Mr. Regeski asked if the federal government dictates what they want fixed.

Mr. Bybee stated Federal Highways participates on what will be fixed. Through WYDOT's performance management group they come up with recommendations and Federal Highway approves.

Mr. Regeski asked if WYDOT chooses the contractors for projects and asked if Wyoming contractors are generally used.

Mr. Bybee said they can be in or out of state contractors and it is based on low bids. If it is State funded, then there is a 5% preference for in state contractors.

Mr. Regeski asked if WYDOT maintains and funds the other State roads. College and Central are examples.

Mr. Bybee stated federal funds are often still used on other State roads.

Mr. Regeski asked if a City road was given to the State, would federal funds be used to maintain them.

Mr. Bybee said he was unsure of how road trades worked.

Mr. Regeski asked if it was common for WYDOT to release roads to the City.

Mr. Bybee stated there are local agreements on roads depending on the jurisdiction of the roadway for patrol, plowing etc.

Ralph Tarango stated there has been road swaps in the past with the County and the City. He stated WYDOT is responsible for the surfacing of the roadway and the City is responsible for snow removal, sidewalk, curb and gutter and drainage.

Mr. Regeski stated the federal government heavily funds roads but WYDOT still seems to have control and maintain the roads.

Mr. Tarango stated WYDOT maintains the roads that they receive money for from the federal government.

Mr. Griggs asked why WYDOT is involved with the Whitney and Dell Range project and what is their part.

Mr. Bybee stated WyDOT has a cooperative agreement with the County to oversee the design and management of the project.

Mr. Arneson asked if WyDOT looks at future developments when deciding on future projects.

Mr. Bybee stated WyDOT reviews future developments. When they put together their STIP they do look at that.

Mr. Tarango stated they review traffic studies with development reviews and at times developers have to pay for improvements that are needed on the roadways near their developments.

Mr. Mason asked Molly Bennett to present the upcoming County project.

** 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.*

Molly Bennett, Laramie County Public Works, presented the County project to improve the intersection of Dell Range and US 30.

Mr. Arneson asked if there are plans to limit left hand turns to US 30 from Whitney Road? E.G., right turns only.

Ms. Bennett stated the limits of turning direction is being looked at.

Mr. Regeski asked if federal funding is involved with County road improvements.

Mr. Mason said the MPO receives a little over 1 million each year from the Federal Highways for urban transportation projects. The Policy committee prioritizes the funds and this intersection project was the next project to get the Funds. With this project they are also rebuilding of Whitney Rd. from US 30 to Dell Range, and then realign the intersection of Dell Range and US 30. Scheduled for 2023.

Mr. Griggs asked if there had been a plan for Dell Range to extend and eventually merge into Christensen Road.

Mr. Mason stated no, that hasn't been in the plan for over a decade. The "Button Hook" idea was what was settled on.

Mr. Griggs asked if there would be 5 lanes.

Mr. Mason stated Whitney Road from US 30 to Dell Range would be 3 lanes. He stated Whitney to the new US 30 intersection would also be 3 lanes.

Mr. Griggs asked what the plan is for Dell Range, west of Whitney Road.

Tom Cobb, City Engineer, stated the Dell Range project has cooperative agreements between the City, County and WYDOT.

Mr. Mason presented the Transit Program TIP projects. They receive an equal amount every year from FTA and they will continue their operations, buy three new busses every year. And the other big project is to look for a new location for the admin and bus transfer station. Last year CTP went only to dial a ride. This year the MPO is doing a Transit Development Plan to recommend improvements for the program.

Mr. Cobb presented City TIP projects for 2022, 2023, 2024 and 2025.

Mr. Griggs asked how many lanes would be on Dell Range, west of Whitney Road.

Mr. Cobb said they are looking at a 5-lane section from Gysel to the west.

Mr. Griggs asked for questions from the Board.

Mr. Mason stated the TIP would go before the County, and then be voted on by the Policy Committee on June 30th, and then WyDOT would include it their State Transportation Improvement Program and then the Governor has the final approval.

Mr. Griggs asked for questions for Mr. Mason.

Mr. Regeski asked about the funding for the transit program.

Mr. Mason stated CTP receives State, Federal and City funds. They are planned to receive \$1.35 million for 2022 for operating expenses. He also reviewed transit projects.

Mr. Griggs opened public comment. Hearing none, he closed the public comment

Mr. Regeski said that planning for the roadways by the MPO is great! He stated the road system is living off the federal government as well as the transit program. He said he did not think the local government should be involved in the transit program. He stated the federal government is not good at handling their money. He stated the motion should be to eliminate the transit program from the project so we can get private companies providing transportation services. He also hopes the Council knows how much we rely on the federal government.

Mr. Mason stated the MPO is doing a Transit Development Plan to investigate running a more efficient transit system. There are at least 10 transit programs around the state, but Casper and Cheyenne have contributed to their programs because they are over 50,000 in population. Ridership is going upward, and many people rely on it.

Mr. Griggs stated the ridership has always increased with the transit program and it is a good thing for the city.

Mr. Arneson stated City buses need to stop at the airport.

Mr. Regeski stated there are a lot of ways to provide public transportation and there are problems with our transit system.

Kristina Richardson, Mayors Council for People with Disabilities, stated the public transportation system is a well- used and low-cost option and a good option for disabled people.

Mr. Regeski stated the City should provide vouchers for private sector programs for handicapped people.

Mr. Arneson made a motion to acknowledge receipt of the 2022-2025 TIP and recommended the MPO Policy Committee adopt as presented. Stefanie Boster seconded the motion.

Roll Call: Motion approved with a vote of 3-1.

ITEM B: Converse Corridor Plan, Resolution: A resolution by the Planning Commission adopting the Converse Corridor Plan
Consultant: Ayres Associates
Office Representative: Tom Mason, Director, Metropolitan Planning Organization

Charles Bloom, Planning & Development Director, stated the Item has been struck from the agenda.

Jeremy Arneson made a motion to remove the item from the agenda. Motion approved with a vote of 4-0.

ITEM C: [PLN-21-00006 / Public Safety Fee](#)
Case Planner: Charles Bloom, AICP, Planning and Development Director

Charles Bloom, Planning & Development Director, read the item into the record and presented the item.

Philip Griggs, Chair, asked if someone was finishing their basement, would they be exempt from the fee.

Mr. Bloom stated yes.

Mr. Arneson asked if it would be included if the basement finish was more than 20% of the total square footage.

Mr. Bloom stated no, the fee would only be for a 20% addition for non-residential.

Mr. Griggs asked how often the fee would be raised.

Mr. Bloom stated it would be adjusted every January.

Mr. Arneson asked how the funds would be used.

Mr. Bloom stated the fund would be a dedicated fund for public safety.

Mr. Griggs asked for questions from the Board. Hearing none, he opened public comment. Hearing none, he closed the public comment.

Stephanie Boster made a motion to recommend the Governing Body approve text amendments to the Unified Development Code to create a public safety fee requirement for Residential, Commercial, Service, Industrial, Civic, Public Service, Employment, Agriculture and other development in the City as outlined in the staff report and recommended by staff noting the request meets the review criteria of UDC 2.4.1.d. Jeremy Arneson seconded the motion.

Roll Call: Motion approved by a vote of 3-1.

Mr. Regeski asked if he could be excused from the rest of the meeting.

Mr. Griggs excused Mr. Regeski.

ITEM D: [UDC-21-00219 / Enhanced Use Lease, Zone Change](#)
Case Planner: Charles Bloom, AICP, Planning and Development Director

Charles Bloom, Planning & Development Director, read the item into the record and presented the item.

Philip Griggs, Chair, asked what the point is on the map.

Mr. Bloom stated one family has retained ownership at that location.

Mr. Griggs asked for a timeline for when they will break ground.

Mr. Blooms said they don't have a timeline right now.

Mr. Griggs asked for questions from the Board. Hearing none, he opened public comment.

Kristina Richardson, Mayor's Council for People with Disabilities, asked if the rezoning affect the County Assessor payment.

Mr. Bloom stated presently they are an exempt property.

Mr. Griggs asked for further public comment. Hearing none, he closed the public comment

Mr. Arneson made a motion to recommend approval of the rezoning from County Exempt to Support Services zoning District. Stefanie Boster seconded the motion.

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

OTHER BUSINESS/STAFF ANNOUCEMENTS:

- James Bowers has resigned from the Planning Commission
- Superday is Saturday, June 26, 2021
- Greenway Foundation has T-shirts, coffee mugs and tumblers
- July's first meeting is on Tuesday, July 6th

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MEETING ADJOURNED: 7:39 P.M.



Staff Signature



Board Officer