

**CITY OF CHEYENNE
PLANNING COMMISSION MINUTES
February 7, 2022
6:00 P.M.**

MEMBERS PRESENT: Philip Griggs, Chair; Brian Tyrrell, Vice-Chair; Robert Chamberlin, Secretary; Bob Mathia, Jeremy Arneson, Boyd Wiggam

MEMBERS ABSENT: Greg Palmquist

CITY STAFF PRESENT: Charles W. Bloom, Planning & Development Director; Erin Fagan, Planner I; Valerie Pickard, Planning and Development Office Manager; Seth Lloyd, Planner II; Stephanie Boster, City Attorney

OTHERS PRESENT: Kristina Richards, Dr. Mark Rinne, Brad Emmons, Casey Palma, Steve Borin

ITEM 1: CALL MEETING TO ORDER / ROLL CALL

Philip Griggs, Chair, called the meeting to order at 6:01 PM

Roll Call was done by Seth Lloyd, Planner II. There was a quorum with 6 members present.

ITEM 2: APPROVAL OF MINUTES

Jeremy Arneson made a motion to approve the meeting minutes from January 4, 2022. Brian Tyrrell seconded the motion. The minutes from the January 4th Planning Commission Meeting were approved unanimously.

ITEM 3: PLANNING PROJECTS

ITEM A: [UDC-21-00454 / Sweetgrass, 9th Filing Expedited Plat](#)

Agent: Casey Palma

Case Planner: Connor White, Planner II

Seth Lloyd, Planner II, read the item into the record.

Casey Palma, agent, presented the project.

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

Mr. Griggs asked if there is a pedestrian connection from the multifamily lots to the commercial area.

Mr. Palma stated there is a tunnel under construction now under E. Murray Road.

Mr. Griggs asked for questions from the Board. Hearing none, he asked for the staff report.

Mr. White gave the staff report.

Mr. Griggs asked for questions from the Board.

Mr. Griggs asked if the internal driveway widths are large enough for parking and drive aisles. He asked if the drive aisle are large enough to accommodate firetrucks.

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Mr. White stated a site plan is also currently under review and the Fire Department has reviewed the drive aisle widths.

Brian Tyrrell asked if the landscaping was meeting the revisions of the PUD.

Mr. White stated the landscape plan will need to be updated to reflect the change to the PUD.

Jeremy Arneson asked if the green space on the map would be included.

Mr. White showed on the map where there is existing greenway space/open space. He stated the PUD states multifamily developments need a park element or they can use a fee in lieu.

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

Boyd Wiggam joined the meeting via Zoom at 6:12pm.

Brian Tyrrell made a motion to recommend approval of Sweetgrass 9th Filing Preliminary Plat, subject to staff's recommended conditions, noting that as conditioned, the project meets the review criteria for approval, advancing the Final Plat to the Governing Body. Bob Mathia seconded the motion.

Roll Call: Motion to approve the item was passed unanimously by a vote of 5-0.

ITEM B: [UDC-21-00451 / Sweetgrass, 10th Filing Expedited Plat](#)

Agent: Casey Palma

Case Planner: Connor White, Planner II

Seth Lloyd, Planner II, read the item into the record.

Philip Griggs, Chair, stated the agent has requested the item be postponed.

Casey Palma, agent, stated they would like to request the item be postponed due to right-of-way and engineering issues.

Brian Tyrrell made a motion to postpone the item to the March 7, 2022 Planning Commission meeting. Robert Chamberlin seconded the motion.

Roll Call: Motion to postpone the item was passed unanimously by a vote of 5-0.

ITEM C: [UDC-22-00004-01 / 521 Southwest Drive Zone Change](#)

Agent: Shane Boyle

Case Planner: Seth Lloyd, Planner II

Seth Lloyd, Planner II, read the item into the record.

Philip Griggs, Chair, asked for the agent to present the item. The agent was not present.

Mr. Griggs asked for the staff report.

Mr. Lloyd gave the staff report.

Brian Tyrrell asked where the property of 22.38 acres is located that is not being rezoned.

Mr. Lloyd showed on the map where the property is that is not being rezoned. He stated the lot is already in the City and is zoned LI.

Robert Chamberlin asked about the property to the south and if it was already annexed to the City.

Mr. Lloyd stated the property to the south has been annexed to the City in the past but no development actions have occurred on the sites.

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

Mr. Tyrrell made a motion to approve the rezoning of Tract 1 (less 22.38 acres), H and B Tracts, Laramie County, Wyoming to AG Agricultural as show in the attached zone change map, noting that the project meets the review criteria for approval, with the following condition: 1. Correct the "proposed zoning" label on the zone change map. Mr. Wiggam seconded the motion.

Roll Call: Motion to approve the item was passed unanimously by a vote of 5-0.

ITEM D: [UDC-22-00005 / Rocky Mtn Industrial Park Zone Change](#)

Agent: Brad Emmons

Case Planner: Seth Lloyd, Planner II

Seth Lloyd, Planner II, read the item into the record.

Brad Emmons, agent, presented the project.

Philip Griggs, Chair, asked for questions from the Board. Hearing none, he asked for the staff report.

Mr. Lloyd gave the staff report.

Mr. Griggs asked for questions from the Board.

Boyd Wiggam asked if the lots are zoned HI would it affect the transportation network in the area.

Mr. Lloyd stated usually the uses allowed in the CB zone are more intensive uses concerning the transportation network than the uses allowed in the HI zone.

Mr. Emmons stated they are limiting the access on Campstool Road.

Mr. Griggs asked if the lots would be fenced.

Mr. Emmons stated Visionary Communications will be fencing their lot and the other lots may be fenced depending on who they are sold to. He stated there are buffering requirements between the HI and CB zone and there are also 40' setbacks required.

Mr. Griggs asked for public comment.

Steve Borin stated this zone change is encouraged as the lots have been sitting vacant and there are many industrial sites needed in the community.

Mr. Griggs closed the public comment.

Mr. Wiggam made a motion to approve the rezoning of Tracts 20-22, Rocky Mountain Industrial Park, 3rd Filing; and Lots 1-2, Block 1, Rocky Mountain Industrial Park, 5th Filing, Cheyenne, Wyoming to HI Heavy

Industrial as shown in the attached zone change map, noting that the project meets the review criteria for approval. Brian Tyrrell seconded the motion.

Roll Call: Motion to approve the item was passed unanimously by a vote of 5-0.

ITEM E: [PLN-21-00017 / Common Landscape Plan Amendment](#)

Case Planner: Charles Bloom, AICP, Planning and Development Director

Seth Lloyd, Planner II, read the item into the record.

Charles Bloom, AICP, Planning and Development Director presented the project and gave the staff report.

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

Jeremy Arneson asked what kind of safeguards are in place for trees that don't survive. He asked if they are required to be replaced.

Mr. Bloom stated any trees that die must be replaced. He stated if the trees are on a commercial site a zoning enforcement action can occur if there is a compliant. He stated if a tree is in the right-of-way the City Forester can enforce having the tree removed and replaced.

Brian Tyrrell stated trees don't last out in industrial parks due to weather and conditions. He stated they should concentrate on xeriscaping in these areas. He stated trees should be limited in these areas.

Mr. Arneson stated they should have more incentives to take care of trees and get them to survive.

Mr. Tyrrell stated trees don't survive in the high desert.

Boyd Wiggam stated one of the concerns of the City is about reducing the heating affect. He asked if this amendment was consistent with that concern as it is reducing trees.

Mr. Bloom stated this plan is discretionary and can only be approved by the Director through Administrative Review. He stated they would still require internal trees around parking area and roadways. He stated this amendment encourages trees to be moved to better areas such as parking lots and more visible areas.

Mr. Wiggam asked why 100-acres was use as the threshold instead of 80-acres.

Mr. Bloom stated basing it on an 80-acre threshold is a good idea. He stated they came to the 100-acre threshold requirement based on existing areas that could utilize the amendment. He stated the Commission can make a recommendation to change the minimum acreage for the amendment.

Mr. Wiggam stated trees should be encouraged to be placed on lot lines as wind breaks and along streets. He stated he would like to see an alternate option or incentive for developers to put in a windbreak to benefit everyone.

Mr. Griggs asked what happens if a property owner uses this amendment for 100-acres but then replats the lots.

Mr. Bloom stated the amendment would apply to 100-acres even if it is platted into smaller lots. He stated the amendment would give property owners a way of developing a landscaped plan that is less intense than it would be to develop individual lots. He stated this reduction in landscaping is elective and it has to be applied for through an application process.

Mr. Griggs asked for public comment.

Brad Emmons, AVI pc, stated they were in support of the amendment. He stated they have created PUD's in industrial parks to reduce the amount of landscaping requirements. He stated most industrial parks need to have a substation and tree requirements do not work on those types of projects.

Casey Palma, Steil Surveying, stated they are in support of the amendment as well. He stated in industrial areas a large amount of trees are required. He stated they are encouraging developers to plant landscaping that is a native to the area.

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

Mr. Arneson stated he was in support of the amendment but thought they should discuss the size threshold.

Mr. Tyrrell stated the amendment should be regulated by the zone district and not the acreage. He suggested lowering the size threshold to 50-acres.

Mr. Wiggam stated there are several properties zoned industrial within the City limits, such as in the West Edge, that this amendment would not be a good fit for so they should probably include a size minimum.

Robert Chamberlin stated it is difficult to select an appropriate size minimum.

Mr. Emmons stated he believed it would be more beneficial to have the amendment directed towards properties in an industrial or business park. He stated he didn't see an issue with reducing the size minimum to 80-acres.

Mr. Bloom showed examples of industrial lots that were approximately 100-acres. He stated many properties in the West Edge are currently zoned industrial but they are working on changing them to MUB. He stated the Commission could pick a size they felt was appropriate.

Mr. Wiggam stated he was concerned about the area around Missile Drive and I-25 that is zoned LI and how this amendment would effect the landscaping in that area.

Mr. Arneson asked if the land within the 100-acres had to be adjacent.

Mr. Bloom stated the 100-acres must be contiguous.

Mr. Boyd moved to amend the recommendation to 40-acres. Mr. Tyrrell seconded the motion.

Mr. Arneson asked if staff could state their opinion on the 40-acres size.

Mr. Bloom stated if the Planning Commission would like to amend the size minimum to 40-acres they were in support of the amendment. He asked the motion be amended to 40 contiguous acres.

Mr. Boyd made a motion to amend the motion to be 40 contiguous acres. Mr. Arneson seconded the motion.

Roll Call: Motion to approve the amendment was passed unanimously by a vote of 5-0.

Mr. Tyrrell made a motion to recommend the Governing Body approve text amendments to the Unified Development Code to create a common landscaping process and a definition of development footprint as outlined in this staff report, noting the request meets the review criteria of UDC 2.4.1.d with the prior amendment. Mr. Arneson seconded the motion.

Roll Call: Motion to approve the item was passed unanimously by a vote of 5-0.

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ITEM F: [PLN-22-00001 / Table 5-1: Zoning District Uses Amendment](#)

Case Planner: Charles Bloom, AICP, Planning and Development Director

Seth Lloyd, Planner II, read the item into the record.

Charles Bloom, AICP, Planning and Development Director, presented the project and staff report.

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

Brian Tyrrell stated the Jackson Hole Planning Commission recently denied a live/work development. He asked if this amendment would help provide housing.

Mr. Bloom stated it would benefit the City by providing more housing in different areas where businesses are located now.

Boyd Wiggam asked if there is a way to limit the amount of housing within the business zones.

Mr. Bloom stated there are review criteria in place that the developments would need to meet prior to being approved. He stated the Board of Adjustment would make the decisions on approval of residential projects in business zones.

Mr. Wiggam asked if live/work is already allowed in the MUB zone.

Mr. Bloom stated it is allowed in mixed use zones and CBD and NB. He stated they are Administrative Approvals in NR-3 and are a Conditional Use in NR-1 and MR and permitted use in the HR district. He stated it was omitted in the CB zone.

Brad Emmons stated the MUB zone requires buildings to be pulled toward the front of the lot. He stated this would allow another avenue for someone to develop mixed use and not have everything pulled to the street.

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

Brian Tyrrell made a motion to recommend the Governing Body approve text amendments to the Unified Development Code to Table 5-1: Zoning District Uses in UDC Section 5.1.4, Districts and Uses, amending the permissibility of various uses, as outlined in this staff report, noting the request meets the review criteria of UDC 2.4.1.d. Robert Chamberlin seconded the motion.

Roll Call: Motion to approve the item was passed unanimously by a vote of 5-0.

ITEM 4: FOLLOW-UP INFORMATION ON PREVIOUS ACTIONS

- None

ITEM 5: OTHER BUSINESS/STAFF ANNOUNCEMENTS:

- March 1st – West Edge Zoning Meeting
- Tuesday, February 22nd Meeting
 - Planning Commission 101 Training
 - Land Use amendments
 - City zone change
- Council Goals have been released

ITEM 6: MEETING ADJOURNED: 7:37 PM

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Staff Signature



Board Officer

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