

**CITY OF CHEYENNE  
PLANNING COMMISSION MINUTES  
December 5, 2022  
6:00 P.M.**

**MEMBERS PRESENT:** Philip Griggs, Chair; Robert Chamberlin, Secretary; Megan Connor, Bob Mathia, Amy Hernandez, Boyd Wiggam

**MEMBERS ABSENT:** Brian Tyrrell, Vice-Chair

**CITY STAFF PRESENT:** Charles W. Bloom, AICP, Planning & Development Director; Seth Lloyd, Planner II; Erin Fagan, Planner I; Stephanie Boster, City Attorney; Cassie Pickett, Staff Engineer; Valerie Pickard, Planning & Development and MPO Office Manager; Connor White, Planner II; Jeanie Vetter, Parks and Greenway Planner

**OTHERS PRESENT:** Kristina Richardson, Casey Palma, Pat Rudd, Brandon Swain

**ITEM 1: CALL MEETING TO ORDER / ROLL CALL**

Philip Griggs, Chair, called the meeting to order at 6:00 PM

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

**ITEM 2: APPROVAL OF MINUTES**

Robert Chamberlin made a motion to approve the meeting minutes from October 17, 2022. Megan Connor seconded the motion. The minutes from the October 17<sup>th</sup> Planning Commission meeting were approved unanimously.

Robert Chamberlin made a motion to approve the meeting minutes from November 7, 2022. Bob Mathia seconded the motion. The minutes from the November 7<sup>th</sup> Planning Commission meeting were approved unanimously.

**ITEM 3: PLANNING PROJECTS**

**ITEM A:** **POSTPONED FROM 11/7/2022**  
[UDC-22-00306/ Equipoise Addition, 2<sup>nd</sup> Filing, Expedited Plat](#)  
Agent: Casey Palma, Palma Land Planning  
Case Planner: Connor White, Planner II

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

Casey Palma, agent, presented the item.

Philip Griggs, Chair, stated he did not see a sign posted at the location.

Mr. Palma said they had posted the sign but he would repost a sign before the City Council meeting.

Connor White, Planner II, gave the staff report.

Mr. Griggs asked for questions for staff.

Boyd Wiggam asked why the Board of Adjustment had denied the items that have gone before them.

Mr. White stated the original proposal was to have Lot 2 and 3 to have front loaded access. He stated front loaded access is not allowed within the zone and with that lot size. He stated staff did not support

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the variance. He stated there had previously been variances for setbacks, parking and front loaded accesses. He stated all the variances were denied. He stated they came back with variances with front loaded accesses and they were denied.

Mr. Wiggam asked if there is enough parking.

Mr. White stated the alley will have to be paved by the developer. He stated parking will be provided on street along Country Club Avenue. He stated the applicant is working with the Engineering Department to provide parking on street. He stated they are meeting parking requirements for the townhomes with the garage spaces and on street parking on Snyder Avenue.

Mr. Wiggam asked where the closest bus stop is located.

Mr. White said he didn't know.

Mr. Griggs asked where the people in the apartments park now.

Mr. White stated there is an existing gravel parking lot and there are additional parking spaces on street.

Mr. Griggs asked where the parking would be located since the back parking lot would now be where the townhomes are built.

Mr. White stated there will be 7 parking spaces remaining where the gravel parking lot exists now and they will have on street parking along Country Club Avenue.

Charles Bloom, AICP, Planning & Development Director, stated currently the bus runs on a point to point service. He stated there is currently a Transit Plan Study to implement a new transit system. He stated Snyder Avenue is a collector and would remain on the transit area plan for service.

Bob Mathia asked how many units are in the apartment building.

Mr. White stated there are 11 units.

Mr. Mathia stated parking would be difficult.

Mr. Griggs asked how there is enough parking for the apartments.

Mr. Palma stated 9 of the units are 1-bedroom units. He stated originally the City Traffic Engineer would not allow parking on the street. He stated there are usually 4-5 cars parked in the parking lot and most tenants park on the street. He stated the City Engineer is satisfied with the parking provided. He stated the parking is a site plan issue. He stated there is a bus stop on Snyder between the site and Pershing Boulevard. He stated there is plenty of parking for the development.

Mr. Griggs asked for public comment.

Pat Rudd, owner, stated he could answer any questions.

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

Mr. Wiggam made a motion to approve the Equipoise Addition, 2nd Filing Expedited Preliminary Plat, advancing the Final Plat to the Governing Body. Robert Chamberlin seconded the motion.

Roll Call: The motion to approve the item was passed by a unanimous vote of 5-0.

**ITEM B:**        **POSTPONED FROM 11/7/2022**  
**[UDC-22-00366 / Harmony Valley, 3<sup>rd</sup> Filing, Final Plat](#)**

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Agent: Justin Beckner, Civilworx  
Case Planner: Seth Lloyd, Senior Planner

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

Philip Griggs, Chair, asked if the applicant asked for the item to be postponed.

Mr. Lloyd stated the applicant has requested the item be postponed to February 6<sup>th</sup> Planning Commission Meeting.

Robert Chamberlin made a motion to postpone the item to the February 6<sup>th</sup> Planning Commission Meeting. Megan Connor seconded the motion.

Roll Call: The motion to postpone the item was passed by a unanimous vote of 5-0.

**ITEM C:**     [UDC-22-00365-01 / Hill Heights Addition, 2<sup>nd</sup> Filing, Preliminary Plat](#)  
Agent: Brandon Swain  
Case Planner: Seth Lloyd, Senior Planner

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

Brandon Swain, agent, stated the item is requested to be postponed. He stated he is looking at purchasing the land to the south that is owned by the City.

Robert Chamberlin made a motion to postpone the item to the January 3, 2023 Planning Commission Meeting. Bob Mathia seconded the motion.

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

**ITEM D:**     [UDC-22-00367 / Industry Town, Preliminary Plat](#)  
Agent: Brandon Swain  
Case Planner: Seth Lloyd, Senior Planner

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

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

Boyd Wiggam made a motion to postpone the item to the January 3, 2023 Planning Commission Meeting. Robert Chamberlin seconded the motion.

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

**ITEM E:**     [UDC-22-00372 / Maltese Cross, Preliminary Plat](#)  
Agent: Casey Palma, Palma Land Planning  
Case Planner: Connor White, Planner II

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

Casey Palma, agent, presented the item.

Philip Griggs, Chair, asked for the staff report.

Connor White, Planner II, gave the staff report.

Boyd Wiggam asked for a comment from staff on losing the connection of Murray Road.

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Mr. White stated Murray Road will connect through to Loving Trail. He stated the road that has been removed was Sirocco Drive and it will become park land. He stated the park may provide a connection at a later date.

Mr. Wiggam asked who asked for the additional park land.

Mr. White stated it was proposed by the developer.

Mr. Griggs asked for public comment.

Mr. Palma stated Sirocco Drive was not necessary for a connection. He stated the developer and staff felt it was beneficial to remove the road.

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

Robert Chamberlin made a motion to approve the Maltese Cross Preliminary Plat with staff recommended Conditions. Bob Mathia seconded the motion.

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

**ITEM F:**        [UDC-22-00382-01 / Atlantic Drive Greenway, Zone Change](#)  
Agent: Jean Vetter, Parks and Greenway Planner  
Case Planner: Seth Lloyd, Senior Planner

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

Jean Vetter, Parks and Greenway Planner, presented the item.

Robert Chamberlin recused himself from the item.

Philip Griggs, Chair, asked when the Greenway is developed if there would be a barrier protecting the railroad tracks.

Ms. Vetter stated there would be a barrier built.

Boyd Wiggam stated there is an awful drainage problem in the area. He asked if the City would be fixing the drainage issues in the area.

Ms. Vetter said they would work on drainage issues but she wasn't aware of any issues at this time. She stated there would not be any other development on the site.

Mr. Griggs asked for the staff report.

Mr. Lloyd gave the staff report.

Mr. Wiggam asked why we are not changing the zone to Public.

Mr. Lloyd stated it would be harder to do the potential land swap that is associated with the proposal if it is changed to Public. He stated there are other MR zones that contain park facilities. He stated a plat has been turned in for the land swap and it would go before the Planning Commission.

Mr. Wiggam asked if the plat would include stormwater drainage easements.

Mr. Lloyd stated drainage information would need to be provided with the plat and also the site plan for the multi-family project.

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

Mr. Wiggam made a motion to approve the rezoning of a portion of a portion of the NW¼ of Section 2, Township 13 North, Range 66 West, of the 6th P.M., Laramie County, Wyoming to MR Medium Density Residential as shown in the attached zone change map, noting that the project meets the review criteria for approval. Bob Mathia seconded the motion.

Roll Call: Motion to approve the item passed by a unanimous vote of 4-0.

**ITEM G:**     UDC-22-00383-01 / 6<sup>th</sup> Street Greenway, Zone Change  
Agent: Jean Vetter, Parks and Greenway Planner  
Case Planner: Seth Lloyd, Senior Planner

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

Jean Vetter, Parks and Greenway Planner, presented the item.

Philip Griggs, Chair, asked for the staff report.

Mr. Lloyd gave the staff report.

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

Bob Mathia made a motion to approve the of a portion of a portion of the N½ of Section 3, Township 13 North, Range 66 West, of the 6th P.M., Laramie County, Wyoming to P Public as shown in the attached zone change map, noting that the project meets the review criteria for approval. Robert Chamberlin seconded the motion.

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

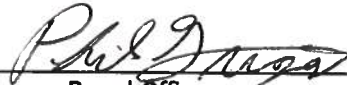
**ITEM 4:           OTHER BUSINESS/STAFF ANNOUNCEMENTS:**

- Seth Lloyd was promoted to Senior Planner
- County Pocket Annexation has started and will be heard on January 6<sup>th</sup>
- The mid month December Planning Commission meeting is cancelled
- Election of officers will be held in January
- Kristina Richard requested the Zoom meetings continue

**ITEM 5:           MEETING ADJOURNED: 6:53 PM**



Staff Signature



Board Officer

