



BOARD OF ADJUSTMENT MEETING MINUTES

**FEBRUARY 20, 2025
6:00 P.M.**

MEMBERS PRESENT: Trent Carroll, Linda Burt, Markese Green, Michael Odonnell, Dustin Brown, Erin LeBlanc, Jeffery Bolt (Board Attorney)

MEMBER ABSENT: Curtis Clabaugh

QUORUM PRESENT: Trent Carroll (Chair) called the meeting to order at 6:00 pm.
Roll Call was taken; a quorum was present with six members in attendance.

CITY STAFF PRESENT: Charles Bloom, AICP (Planning and Development Director), Erin Fagan (Planner)

OTHERS PRESENT:

ELECTION OF OFFICERS 2025 TERM:

- Chair – Trent Carroll
- Vice Chair – Dustin Brown
- Secretary – Linda Burt

Erin Fagan, Planner II, stated the election of officers would be held by secret ballot.

Ms. Burt nominated Trent Carroll for Chair, Dustin Brown for Vice Chair and Linda Burt for Secretary. Mr. ODonnell seconded the motion.

Ms. Fagan stated the ballot votes elected Mr. Carroll as Chair, Mr. Brown as Vice Chair and Ms. Burt as Secretary.

APPROVAL OF MINUTES: [December 18, 2024](#)

Ms. LeBlanc made a motion to approve the minutes and Mr. Green seconded the motion. The minutes were approved unanimously.

ITEM A: REQUEST: PUDC-24-249: Conditional use request to allow Outdoor Sales with the CB zone

Location: Lot 3, Block 1, Tak Subdivision, 2nd Filing

Agent: Kenneth Suder
Case Planner: Athen Mores, Planner I

Ms. Fagan, read Item A into the record and stated the item had been withdrawn.


BOARD TRAINING:

Mr. Bloom presented the Board of Adjustment 101 training.

OTHER BUSINESS:

- No meeting in March
- Michael Odonnell is the new board member

ADJOURNED: 6:38 pm



Produced by City Staff



Board Official

** 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.*