



BOARD OF ADJUSTMENT MEETING MINUTES

AUGUST 21, 2025
6:00 P.M.

MEMBERS' PRESENT: Trent Carroll, Curtis Clabaugh, Michael Odonnell, Dustin Brown, Markese Green, Jeffery Bolt (Board Attorney)

MEMBERS' ABSENT: Erin LeBlanc, Linda Burt

CITY STAFF PRESENT: Erin Fagan, Planner II; Morgan Dennis, Planner I; Samuel Gudmestad, Planner I; Gisele Pacheco, Office Manager

OTHERS' PRESENT: John Sayers, Joyce Pleier, Joan Fryberger, Richard Johnson, Francisco Montes

ITEM 1: CALL MEETING TO ORDER

Trent Carroll, Chair, called the meeting to order at 6:00 PM.

ITEM 2: ROLL CALL

Roll Call: Done by Erin Fagan, Planner II. There was a quorum with two members absent.

ITEM 3: APPROVAL OF MINUTES: July 17, 2025

Michael Odonnell made the motion to approve the meeting minutes from July 17, 2025. Markese Green seconded the motion.

Trent Carroll, Chair, asked if there was any discussion regarding the minutes.

No further discussion of the July 17, 2025 meeting minutes, and all approved at 6:00 PM.

ITEM 4: REQUESTS

ITEM A: PUDC-25-147: Conditional Use request to allow Multi-Dwelling Buildings within the (MR) Medium Density Residential Zone.

Location: South of E. 12th Street – Nova Road

Agent: John Sayers – Tru Grit Land Development Agent

Case Planner: Erin Fagan, Planner II

Erin Fagan, Planner II, read the item into the record.

Erin Fagan, Planner II, presented the staff report into the record.

Mr. Carroll asked if there were any questions from the Board. Hearing none.

Mr. Carroll asked whether anyone was present at the meeting to provide a testimony on behalf of the applicant.

John Sayers, Tru Grit Land Development Agent, provided additional details regarding the proposed use of the four eightplex units on the property. He addressed concerns related to traffic near the site, noting that the transportation department has been involved to ensure safe conditions for all individuals, including those in nearby school zones. Ingress and egress on the east side of the property have been coordinated with the sanitation department. The proposed home designs have been reviewed and found to be consistent with the aesthetics of the surrounding residential subdivision. Additionally, parking requirements have been carefully considered and exceeded.

Mr. Carroll asked if there were any questions from the Board. Hearing none.

Mr. Carroll opened the meeting for public comments.

Joyce Pleier expressed concern about one of the eightplex units facing a different direction than the others and questioned whether it could be reoriented for consistency. She also raised the possibility of adding a fence or block wall to help mitigate noise in the area. In addition, she inquired about a potential safety study involving the nearby school to address possible hazards, requested a timeline for that study, and asked when development is expected to begin.

Mr. Carroll asked if there was any further public comment.

Joan Fryberger voiced concerns about the surrounding concrete and hillside conditions, increased traffic, and the close proximity of the proposed units to existing residences. Additional concerns included the construction of multi-family units in an area zoned for single-family homes and the potential strain on already overcrowded schools.

Mr. Carroll asked if there was any further public comment.

Richard Johnson addressed concerns on behalf of his parents, who own a home in the area, but also explained why those concerns would not negatively affect the neighborhood. He noted that while some worry about attracting residents who might not maintain the property, higher rents compared to nearby mortgage payments would help to attract responsible tenants. He discussed drainage, runoff, and traffic counts, emphasizing that these factors should not harm the neighborhood. Mr. Johnson clarified the development would impact market value, not assessed property value. Regarding the privacy fence, he noted that both privacy and noise reduction would be important for future tenants as well. He supported staff's recommendation to limit the building height to two stories and suggested the design resemble homes on 13th and 14th Streets rather than those near 12th Street and Taft Avenue.

Mr. Carroll asked if there was any further public comment. Hearing none.

Mr. Carroll referred to the fencing issue and asked whether a privacy fence would be considered for the property.

Mr. Sayers mentioned that a fence is currently under review but has not been discussed in detail due to the preliminary stages of the design. A fence could be considered as part of the new development.

Mr. Carroll referred to the potential impact on the nearby schools and whether any conversations or planning have occurred.

Mr. Sayers responded that updates can be provided on all public comments shared. He noted that the building could be rotated; however, rotating it might cause issues with vehicle stacking due to reversing and entering the property. He also addressed access concerns, mentioning that the plats roadways are closer to the Safe Routes to School pathways than to the access points. Adjustments have been made accordingly. It is uncertain whether children from the development will attend the schools, but the school district will be involved in the review process and can provide comments as the development progresses.

Mr. Carroll referred to the comment regarding the platting process and the estimated timeline for development.

Mr. Sayers explained that the timeline depends on the type of platting process used, which can vary. The Planning and Development Department has advised that a plat be completed, and a Site Plan application submitted for review. Regarding the staff recommendation that the structure does not exceed two stories, the elevations already show a two-story unit, so there is no issue complying with that recommendation.

Mr. Carroll asked if there were any questions from the Board.

Dustin Brown asked about the concerns related to the existing concrete, including the reason for its removal and the challenges involved with the process.

Mr. Sayers responded that this is a risk the development company must evaluate. A decision will be made once the geotechnical engineers review and verify the site. Until that first step is completed, no preliminary decisions will be made, which is why the current layout is being presented.

Mr. Carroll asked if there were any further questions from the Board.

Curtis Clabaugh asked whether a retainage pond would be necessary, given that the property is located at the top of a hill.

Mr. Sayers explained that if a retainage pond is required, the company would need to retain adequate water on-site due to the flow-through conditions. A particular concern exists at the corner of Cottonwood Drive and 12th Street, where a 10-foot drainage easement runs near the first house on the west side. Water cannot be discharged in that direction due to overdevelopment in the area. As a result, the company must manage stormwater and identify appropriate solutions. After reviewing the grade drop and contouring, it was found that water flows from south to north toward 12th Street. Retention would likely need to occur at the rear of the buildings, directing flow toward the front. It was also noted that there is currently no water or sewer service to the site, so infrastructure will need to be brought in.

Mr. Carroll asked if there were any further questions from the Board. Hearing none.

Mr. Carroll asked if there was any further public comment.

Mrs. Fryberger expressed concerns about blasting concrete and stated that blasting should not be permitted in the area. She also commented on a nearby property with a garage that exits onto Nova Road and advised that the cul-de-sac should not be removed.

Mr. Carroll asked whether any blasting would be involved in the removal of the concrete.

Mr. Sayers clarified that blasting is not permitted within the City of Cheyenne or its boundaries. He also addressed the comment about access to Nova Road, noting that no such access currently exists.

Mr. Carroll asked if there was any further public comment. Hearing none, public comment was closed.

Mr. Carroll asked if there were any question from the board. Hearing none.

Dustin Brown made the motion to approve the Conditional Use request to allow Multi-Family Residential within the (MR) Medium Density Residential Zone on Lots 14 – 23, Block 45, Sun Valley Addition, 15th Filing, Cheyenne, Wyoming with conditions listed in the staff report, noting the application meets all the review criteria for approval. Michael Odonnell seconded the motion.

Mr. Carroll asked if there were any further questions or discussion from the Board. Hearing none.

Roll Call: Motion to approve the request passed unanimously.

ITEM 5: OTHER BUSINESS/ STAFF ANNOUNCEMENTS

Trent Carroll, Chair, opened the meeting for any other business from staff or members of the Board.

- Erin Fagan presented the following updates:
 - No September Meeting
 - Next Meeting: TBD

ITEM 6: MEETING ADJOURNED: 6:35 PM

City Staff

Board Official

DRAFT