



Cheyenne Downtown Development Authority

2101 O'Neil Ave., Room 205, Cheyenne, WY 82001

307-433-9730

MEMO

To: DDA Board

From: Charles Bloom, AICP, Planning and Development Director / DDA Executive Director

Subject: Design Review Committee

Date: April 6, 2023

The Design Committee is a subcommittee of the Cheyenne Downtown Development Authority/Main Street program. This committee was created to assist the DDA Board in establishing guidelines, policies and programs related to physical improvements and development within the DDA District and to administer the Capitol Improvement Grant (CIG) and Façade Improvement Program (FIP) as directed and funded by the DDA Board. In addition, the Design Committee serves as an advocate for quality design of physical improvements within the DDA District. This committee was disbanded prior to the DDA/City partnership and staff believes its reformation is necessary.

The Design Committee met as needed with regularly scheduled quarterly meetings. The Committee ranged from 5-11 members of different community organizations and citizens of the community. Past members represented the State Historic Preservation Office, the local development community, historic preservation board, and downtown property owners. Ex-officio members included members of the Planning and Development Department. All members served at the pleasure of the DDA Board.

Staff seeks nominations to re-establish this board and seeks seven members. These nominations may be made at today's meeting or board members may individually contact staff to nominate members. We will present the nominations at the July 20, 2023, regular board meeting.