

**CITY OF CHEYENNE  
PLANNING COMMISSION MINUTES  
February 3, 2020  
6:00 P.M.**

**MEMBERS PRESENT:** Greg Palmquist, Philip Griggs, Phillip Regeski, Ted Gertsch and James Bowers

**MEMBERS ABSENT:** Jeremy Arneson and Brian Tyrrell

**CITY STAFF PRESENT:** Charles W. Bloom, Planning and Development Director; Susana Montana, Senior Planner; Seth Lloyd, Planner; and Mark Christensen, Planner.

**OTHERS PRESENT:** Frank Cole, Jared Dixon and a woman "signing" for a member of the audience (who declined to give her name).

Greg Palmquist called the meeting to order at 6:00 P.M.

Roll Call was taken by Susana Montana, Planner. There was a quorum with 5 members present.

**MINUTES:** Philip Griggs made a Motion to approve the January 6, 2020 meeting minutes. Phillip Regeski seconded the Motion. The minutes were approved unanimously.

**ITEM 1:** Willow Heights, Final Plat. A replat of Lot 14, Block 5, Homestead Addition, First Filing Replat, Cheyenne, Wyoming, to be known as Willow Heights, for residential development; located south of Homestead Avenue, between Henderson Drive and Hanson Street.

UDC-19-00643 / Willow Heights Final Plat

Casey Palma, Steil Surveying & Development Services – Agent  
Legacy Custom Homes, LLC – Owner  
Seth Lloyd – Staff Representative

Ms. Montana read the item into record.

Seth Lloyd, Planner, indicated that the Applicant requests a postponement to the March 2, 2020 Commission meeting.

Mr. Regeski made a Motion to postpone the project to the March Commission meeting and Mr. Griggs seconded the Motion. The Motion to postponed passed 4 to 0.

**ITEM 2:** Alliance Addition, 4<sup>th</sup> Filing Final Plat, a replat of all of those remaining portions of Lot 1, Block 1, Alliance Addition, Cheyenne, Wyoming, located at the northwest corner of the intersection of Ridge Road and Jackson Street.

UDC-19-00743/ Alliance Addition, 4<sup>th</sup> Filing Final Plat

Casey Palma, Steil Surveying & Development Services – Agent  
Christian and Missionary Alliance Church of Cheyenne – Owner  
Seth Lloyd – Staff Representative

Casey Palma presented the proposal to the Commission.

Commission comments and questions to Mr. Palma:

Mr. Griggs: What was the outcome of the traffic study in relation to Jackson St.

Casey responded that no traffic study was conducted for this proposal. However, the MPO was concerned that the proposal has several lots directly access from Jackson Street, a designated collector road.

*\* 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.*

Mr. Regeski expressed appreciation for the project design; however, he has concerns about drainage on the new lots. There is a drainage facility on the church lot that appears to capture stormwater runoff from the off-site lots to the north—should there be a drainage easement shown? Can BOPU access their easement in the church lot on a dirt lane?

Casey Palma said that when the church submits plans for their redevelopment on that lot, they would submit a site plan that would address the overall drainage facility and would provide proper access for BOPU through their easement.

Planner Seth Lloyd made a staff report.

Public Comment: None

Mr. Griggs made a Motion to approve the final plat and Mr. Regeski seconded the Motion. The Motion passed 4 to 0.

**ITEM 3: Buffalo Ridge Estates, 11<sup>th</sup> Filing Expedited Preliminary Plat**, a replat of all of Lot 15, Block 21, Buffalo Ridge Estates, Cheyenne, Wyoming, located at the southeast corner of the intersection of Hilltop Ave. and Bluff Place.

UDC-20-00021; Buffalo Ridge Estates, 11<sup>th</sup> Filing Expedited Preliminary Plat.

Casey Palma, Steil Surveying & Development Services – Agent  
Joy L. Torelli Trust – Owner  
Seth Lloyd – Staff Representative

Casey Palma presented the Applicant's proposal.

Mr. Regeski asked if a detention facility would be required on each lot when they are developed. Seth Lloyd said that each developer of the new lots would need to meet Stormwater Water Quality standards. Mr. Palma noted that Lot 2 would need to address stormwater runoff to avoid damage to the unpaved alley abutting that lot.

Planner Seth Lloyd presented the staff report.

Public comment: Frank Cole gave a historic presentation of subdivision development in the area since first platted in 1956 in the County. The first subdivision provided large lots served by City water and sanitary sewer lagoons. In the 1960's, the land was annexed into the City and sewer service provided which allowed smaller lots. Mr. Cole advised that home buyers do not like garages accessed from alleys.

Mr. Griggs make a Motion to approve the expedited process, to approve the Preliminary Plat and to forward the Final Plat to the Governing Body with a recommendation for approval; Mr. Regeski seconded that Motion. The Motion passed 4 to 0.

**ITEM 4: Enhanced Use Lease Area Zone Change**, a zone change from County X Exempt to City MUB Mixed Use with Business Emphasis zone (Annexation in process) for a tract of land situated in a portion of F.E. Warren AFB, Military Reservation located south of Happy Jack Road, also lying in a portion of protracted Sections 35 and 36, T14N., R.67W., 6<sup>th</sup> P.M., Cheyenne, Laramie County, Wyoming, located west of I-25, south of Happy Jack Road.

UDC-20-00022; Enhanced Use Lease Area Zone Change.

Charles Bloom -- Agent  
United States of America, Department of Defense -- Owner  
Seth Lloyd – Staff Representative

The City initiates this zone change and planner Seth Lloyd presented the staff report.

Mr. Regeski asked if the military asked for the City zone change, annexation and City development standards for this anticipated development. Would the City inspect the developments?

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Mr. Lloyd responded that the owner, the Air Force Base administration, did ask for City annexation and development standards and would review development proposals on that land. The City and Base are still in negotiations to determine which entity would inspect buildings, provide emergency fire suppression services and the like.

Public comment: None

Mr. Griggs make a Motion to approve the proposed zone change and Mr. Gertsch seconded the Motion. The Motion passed 4 to 0.

**ITEM 5: Lot Frontage Reduction, Text Amendment Petition**, a petition by Staff to initiate work on a text amendment to reduce the minimum required lot frontage of the DD7 Lot Type.

Director Charles Bloom, Staff Representative, presented the staff report. This is a staff initiated UDC text amendment to respond to changing market preferences for smaller homes and smaller lot frontages.

Mr. Gertsch asked if the amendment would change the setbacks. Mr. Bloom noted that the amendment changes the width of lot frontages and would not change the existing required 5-foot side setbacks.

Public comment: None


Mr. Griggs made a Motion to recommend to the Director to bring such an amendment to the Commission for consideration. Mr. Regeski seconded the Motion which was approved by a 3 to 1 vote; Mr. Gertsch voting no.

**OTHER BUSINESS:** Planning Commission 101—a slide show presentation by Director Bloom describing the duties of the Planning Commission; the types of applications they review; types of recommendations they may make to the Governing Body; ex Parte Communications; and voting procedures.

**MEETING ADJOURNED:** 7:36 PM.



Prepared by Susana Montana



Greg Palmquist, Chair

**FOLLOW-UP INFORMATION ON PREVIOUS ACTIONS:**

**DENIED by the Governing Body:** Dell Range Fourplex, Sunnyside Addition 8<sup>th</sup> Filling, a Zone Change of the W 1/2 of Lot 2, and all of Lot 3, Sunnyside Addition 8<sup>th</sup> Filling (located southeast of the intersection of Dell Range Blvd and Van Buren Ave); UDC-19-00686.

**APPROVED:** North Half (N1/2) of Lot 4, Williams Subdivision, a zone change from County LR Low Density Residential to City LR Low Density Residential (Annexation in process) for the North Half (N1/2) of Lot 4, Williams Subdivision, Cheyenne, Wyoming, for residential development. (located east of Marshall Road and north of Storey Boulevard); UDC-19-00645.