

**CITY OF CHEYENNE
PLANNING COMMISSION MINUTES
March 2, 2020
6:00 P.M.**

MEMBERS PRESENT: Greg Palmquist, Philip Griggs, Ted Gertsch Jeremy Arneson, Brian Tyrrell and James Bowers

MEMBERS ABSENT: Phillip Regeski

CITY STAFF PRESENT: Charles W. Bloom, Planning and Development Director; Lisa Pafford, Deputy Director; Seth Lloyd, Planner; and Mark Christensen, Planner.

OTHERS PRESENT: Frank Cole, Casey Palma, Darin & Melissa Westby and Jarod Dixon.

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

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

MINUTES: Philip Griggs made a motion to approve the February 3, 2020 meeting minutes. Jeremy Arneson seconded the motion. The minutes were approved unanimously.

ITEM 1: [Postponed from February 3, 2020] 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

Mr. Lloyd read the item into record.

Casey Palma presented the proposal to the Commission.

Commission comments and questions to Mr. Palma:

Mr. Griggs stated back in July 2018, the sewer line manhole was to be provided in and was a lift station required. Mr. Griggs also asked what accommodations are being made to the alley for drainage.

Mr. Palma discussed new improvement for a curb catching the water on the south side of the alley. They will provide notice to the property owners who have alley access to their properties when access is closed during construction. Mr. Palma stated no lift station is needed at this location.

Mr. Griggs also asked about access along the westerly property line.

Mr. Palma stated that was being addressed in the development agreement.

Planner Seth Lloyd provided the staff report with the recommendation for postponement.

Commission comments and questions to Mr. Lloyd:

Mr. Palma stated that City staff has changed and so have opinions from previous staff. Mr. Palma stated the developer does not want to expend funds for an Engineering Plan Review and that the development agreement should be able to be finalized without it.

Greg Palmquist stated he wanted clarification as to whether the applicant is agreeable to a postponement. Mr. Palma stated yes.

** 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.*

Public Comment: None

Brian Tyrrell made a motion to approve the final plat of Willow Heights. Ted Gertsch seconded the motion. The motion passed unanimously by a vote of 5 to 0.

ITEM 2: Westby Edge Zone Change, a zone change from LI Light Industrial to MUB Mixed-Use Business Emphasis for Lots 5, 6, 7 & 8, Block 271, Original City, Cheyenne, Wyoming (located west of Civic Commons).

UDC-20-00031 / Westby Edge Zone Change

Westward Development, LLC – Owner
Seth Lloyd – Office Representative

Melissa and Darin Westby, owners, presented the project to the Commission.
Commission comments and questions: None

Planner Seth Lloyd provided the staff report.
Commission comments and questions: None

Public Comment: None

Mr. Griggs made a motion to recommend approval of the zone change for Lots 5, 6, 7 & 8, Block 271, Original City. Mr. Arneson seconded the motion.

The motion passed unanimous with a vote of 5 to 0.

ITEM 3: Crow Creek Zone Change, a zone change from County LI Light Industrial to P Public District zone (Annexation in process) for a tract of land situated in a portion of the S½ of Section 36, T.14N., R.67W., 6th P.M., Cheyenne, Laramie County, Wyoming (located west of Westland Road, north of Old Happy Jack).

UDC-20-00038 / Crow Creek Zone Change

City of Cheyenne – Owner
Mark Christensen – Office Representative

Brian Tyrrell declared a conflict and did not participate in the discussion and voting on this item.

Mark Christensen, Planner presented the proposal and staff evaluation.
Commission comments and questions:

Public comment: None

Mr. Griggs made a motion to approve the zone change for property known as Crow Creek zone change. Mr. Bowers seconded the motion.

The motion passed unanimous with a vote of 4 to 0, with Mr. Tyrrell abstaining.

ITEM 4: DD7 Lot Frontage Reduction Text Amendment, an amendment to the City's Unified Development Code amending Section 5.1.5.a Detached Dwelling Lot Type DD7 to reduce required lot frontage on residential lots.

PLN-20-00001 / DD7 Lot Frontage Reduction

Mark Christensen – Office Representative

Mark Christensen, Planner, presented the proposal and staff evaluation.
Commission comments and questions: None

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Public comment: None

Mr. Tyrrell made a motion to approve the text amendment to Section 5.1.5.a. Mr. Arneson seconded the motion.

The motion passed unanimous with a vote of 5 to 0.

OTHER BUSINESS: Commissioner Palmquist asked staff to forward the slides from the training presentation be sent to all commission members. Director Bloom stated that will be done.

MEETING ADJOURNED: 6:52 PM.



Prepared by Lisa Pafford



Greg Palmquist, Chair