

**CITY OF CHEYENNE  
PLANNING COMMISSION MINUTES  
October 5, 2020  
6:00 P.M.**

**MEMBERS PRESENT:** Greg Palmquist, Chair; Phillip Regeski, Vice Chair; Brian Tyrrell, Philip Griggs

**MEMBERS ABSENT:** Jeremy Arneson, Secretary; James Bowers and Ted Gertsch

**CITY STAFF PRESENT:** Charles W. Bloom, Planning and Development Director; Lisa Pafford, Deputy Director; Seth Lloyd, Planner; Connor White, Planner; Mark Christensen, Planner and Alessandra Fakelman, Staff Attorney

**OTHERS PRESENT:** Casey Palma, Brad Emmons, Robin Bocanegra, Brian Nicholas, Kristy Richardson, Jim Weaver, Eric Houchen, Cindy

Greg Palmquist, Chair, called the meeting to order at 6:05 P.M.

Roll Call was taken by Seth Lloyd, Planner. There was a quorum with 4 members present.

**MINUTES:** Philip Griggs made a motion to approve the September 8, 2020 meeting minutes. Brian Tyrrell seconded the motion. The minutes were approved unanimously.

Mr. Palmquist complimented the new format and layout of the staff reports.

**ITEM 1: Back 40 Subdivision, 2<sup>nd</sup> Filing, Zone Change [Postponed from September 8, 2020],** a zone change from MUB Mixed-Use Business Emphasis to CB Community Business, being a replat of Lot 1, Block 1, Back 40 Subdivision, Cheyenne, Wyoming, to be known as Back 40 Subdivision, 2<sup>nd</sup> Filing (located North of W. Lincolnway at Grant Avenue).  
UDC-20-00352 / Back 40 Subdivision, 2<sup>nd</sup> Filing, Zone Change

Casey Palma, Steil Surveying Services – Agent  
Dozzer LLC – Owner  
Mark Christensen – Office Representative

Mr. Lloyd read the item into the record.

Casey Palma, agent, presented the project.

Phillip Regeski asked Mr. Bloom if staff is accepting the odd right-of-way shape shown on the map. Do you feel comfortable with the right-of-way as shown now? Mr. Bloom stated yes, engineering staff has accepted this layout.

Mark Christensen, Planner, provided the staff report.

Mr. Palmquist opened the floor to public comment. Hearing none, he closed the public comment period.

Brian Tyrrell made a motion to recommend approval of the zone change for Back 40 Subdivision, 2<sup>nd</sup> Filing from MUB to CB. Mr. Griggs seconded the motion.

Roll Call: Motion approved unanimously with a vote of 3-0.

**ITEM 2: Cole School Addition, Preliminary Plat [Expedited Review],** a replat of all those remaining portions of Block 569, and 570, Original City, including the 16' alley rights-of-way of said blocks; and portions of adjacent rights-of-way O'Neil Ave., W. 8th St., Thomes Ave. and Bent Ave; and all

of Block 2, Roberts Place, including the 16' alley right-of-way, Cheyenne, Wyoming (located at the southeast corner of the intersection of Bent Avenue and West 9th Street)  
UDC-20-00353 / Cole School Addition, Preliminary Plat  
Casey Palma, Steil Surveying Services – Agent  
Laramie County School District #1 – Owner  
Connor White – Office Representative

Mr. Lloyd read the item into the record.

Casey Palma, agent, presented the project.

Mr. Regeski stated that the existing right-of-way width is excessive and should be given back to the adjacent property owners. Mr. Bloom stated this was dedicated a long time ago and we have provided Mr. Regeski's opinion on this issue to the Engineering staff. We can discuss with the applicant when they come in with design plans if they want to consider reducing the right-of-way width. Mr. Regeski stated with this would be the optimal applicant to reduce the width of the right-of-way at this time rather than later.

Connor White, Planner, provided the staff report.

Mr. Palmquist opened the floor to public comment. Hearing none, he closed the public comment period.

Mr. Tyrrell made a motion to recommend approval of the expedited plat for Cole School Addition, advancing the Final Plat to the Governing Body. Mr. Griggs seconded the motion.

Roll Call: Motion approved unanimously with a vote of 3-0.

**ITEM 3: Sweetgrass, 4th Filing, Preliminary Plat [Expedited Review]**, a replat of all of Block 1 (Lots 1 thru 8 inclusive) Sweetgrass, 3rd Filing, Cheyenne Wyoming (located at the southeast corner of E. College Drive and Goodnight Trail).  
UDC-20-00354 / Sweetgrass, 4th Filing, Preliminary Plat

Casey Palma, Steil Surveying Services – Agent  
Sweetgrass Land Co., LLC – Owner  
Seth Lloyd – Office Representative

Mr. Lloyd read the item into the record.

Casey Palma, agent, presented the project.

Seth Lloyd, Planner, provided the staff report.

Mr. Regeski asked about the public greenway lots will be the responsibility of the City of maintain. Mr. Lloyd stated that the open space lots will be maintained by the HOA. The public greenway was required to be platted as separate parcels not contained within the right-of-way. Those are considered as public corridors. Public and private commitments were described by the agent for the project.

Mr. Palmquist opened the floor to public comment. Hearing none, public comment was closed.

Mr. Tyrrell made a motion to recommend approval of the expedited plat for Sweetgrass, 4<sup>th</sup> Filing, advancing the Final Plat to the Governing Body. Mr. Griggs seconded the motion.

Roll Call: Motion approved with a unanimous vote of 3-0.

**ITEM 4: Hynds Boulevard, Future Land Use Map Amendment**, a request submitted by citizens of Cheyenne to change the Future Land Use Map designation from Public and Quasi-Public to Community Business along Hynds Boulevard, north of Central Avenue (located at 5307 Hynds Boulevard).  
PLN-20-00010 / Hynds Boulevard, Future Land Use Map Amendment

Mark Christensen – Office Representative

Mr. Lloyd read the item into the record.

Brian Nicholas, agent, provided information regarding the request.

Mr. Palmquist requested that Items 4 and 5 be discussed together but voted on separately. Mr. Palmquist asked that Item 5 be read into the record.

**ITEM 5: 5307 Hynds Boulevard, Zone Change**, a zone change from HR High Density Residential to CB Community Business, for Lot 3, Block 4, Country Club Estates, 2nd Filing, Cheyenne Wyoming (located east of and adjacent to Hynds Blvd., north of Central Ave.)  
UDC-20-00380 / 5307 Hynds Boulevard, Zone Change

Brad Emmons, AVI, PC – Agent  
Church of Jesus Christ Apostolic Assembly – Owners  
Mark Christensen – Office Representative

Mark Christensen, Planner, provided the staff reports.

Mr. Griggs asked why the future land use map designation is called out as quasi-public. Mr. Christensen stated that due to the church being a non-profit use the future land use called out as public but does not correlate to private redevelopment of the property.

Mr. Palmquist opened the floor to public comment.

Mr. Houchen is opposed to the property being converted from a church to day care facility. The access to this property is via a private gated road and would be a burden on the residences in this neighborhood.

Mr. Palmquist closed the public comment period.

Phillip Regeski made a motion to recommend approval of the future land use amendment. Mr. Griggs seconded the motion.

Mr. Nicholas stated he does not have specific way to address the access. Mr. Griggs asked if the agent is planning a community outreach meeting. Mr. Christensen explained the process for the land use map amendment and zone change if passed.

Roll Call: Motion approved unanimously with a vote of 3-0.

Mr. Regeski made a motion to recommend approval of the zone change for 5307 Hynds Boulevard from HR to CB. Mr. Griggs seconded the motion.

Roll Call: Motion approved unanimously with a vote of 3-0.

**ITEM 6: Stinson Avenue, Street Vacation**, a vacation of the entirety of the Stinson Avenue right-of-way lying between Blocks 404 and 410, Original City, Cheyenne, Wyoming and south of the Lincoln Highway (located south of and adjacent to W. Lincolnway, west of McComb Ave)  
UDC-20-00423 / Stinson Avenue, Street Vacation

Comea Shelter – Adjacent Owner

*\* 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.*

Charles Bloom – Office Representative

Mr. Lloyd read the item into the record.

Robin Bocanegra, agent, presented the project.

Mr. Griggs asked what the proposal for the vacant land. Ms. Bocanegra stated they would like to fence off and limit the access between the existing and adjacent property. Mr. Tyrrell stated he is glad to hear that the Comea shelter is attempting to stop undesirable activities.

Charles Bloom, Director, provided the staff report.

Mr. Tyrrell asked about the building located at the end of the right-of-way. McComb Avenue could provide access to this business at that location. A map was provided to show how access to this facility on the railroad property. Mr. Bloom stated that the business that is leased by the railroad, utilizes both accesses at this time

Mr. Palmquist opened the floor to public comment. Hearing none, public comment was closed.

Mr. Griggs made a motion to recommend approval of that portion of the right-of-way vacation of Stinson Avenue. Mr. Tyrrell seconded the motion.

Roll Call: Motion approved unanimously with a vote of 3-0.

**ITEM 7: "Emergency Shelter", Text Amendment**, amending the Unified Development Code (UDC) to define, establish permissibility, and create specific use standards for the use "Emergency Shelter."

PLN-20-00011

Charles Bloom – Office Representative

Mr. Lloyd read the item into the record.

Charles Bloom, Director, provided the staff report.

Mr. Palmquist opened the floor to public comment.

Mr. Griggs asked the applicant what the Shelter's opinion was for the revised proposal. Ms. Bocanegra stated if this text amendment will allow them to expand, they are supportive.

Mr. Palmquist closed the public comment period.

Mr. Tyrrell made a motion to recommend approval of the text amendment for "Emergency Shelter" use. Mr. Griggs seconded the motion.

Roll Call: Motion approved unanimously with a vote of 3-0.

**OTHER BUSINESS:** We will have two new Planners onboard the first half of November. Currently updating the Planning Commission web page on the City site. There will be no mid-month October meeting. Three board members terms will be ending at the end of this year.

**MEETING ADJOURNED:** 7:35 PM

*Lisa Pafford*

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Prepared by Lisa Pafford

*Phil Duggs*

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Board Official