

CITY OF CHEYENNE
PLANNING COMMISSION MINUTES
February 21, 2023
6:00 P.M.

MEMBERS PRESENT: Philip Griggs, Chair; Megan^{h e 2} Connor, Bob Mathia, Amy Hernandez

MEMBERS ABSENT: Brian Tyrrell, Vice-Chair; Robert Chamberlin, Secretary; Boyd Wiggam

CITY STAFF PRESENT: Charles W. Bloom, AICP, Planning & Development Director; Valerie Pickard, Planning and Development Office Manager; Stephanie Boster, City Attorney; Seth Lloyd, Senior Planner

OTHERS PRESENT: Mark Rinne, Richard Johnson, Kyle Malancina, Dan Dorsch, Executive Director for Habitat for Humanity, Kristy Richardson

ITEM 1: CALL MEETING TO ORDER / ROLL CALL

Philip Griggs, Chair, called the meeting to order at 6:00 PM

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

ITEM 2: APPROVAL OF AGENDA AND MINUTES

No minutes to approve.

ITEM 3: PLANNING PROJECTS

ITEM A: [UDC-23-00016 / County Pocket Annexation 1, Zone Change](#)
Case Planner: Charles Bloom, AICP, Planning and Development Director

Seth Lloyd, Senior Planner, read the item into the record.

Charles Bloom, AICP, Planning and Development Director, presented the item.

Philip Griggs, Chair, asked what would happen with the setbacks if the MUB zoning was approved and then Ridge Road was widened.

Mr. Bloom stated he thought Ridge Road was currently an 80' right-of-way. He stated they would need to identify what land was available for additional right-of-way. He stated they could expand the current curb lines to accommodate additional lanes. He stated Ridge Road is approximately 70'. He stated any additional subdivisions along Ridge Road may be asked to dedicate an additional 5-10' of right-of-way. He stated if the road needed additional right-of-way and a lot was not subdividing then the City would purchase the land from the property owner. He stated widening the road may create non-conforming setbacks. He stated the City could also use the eminent domain process to acquire land.

Mr. Griggs stated he was concerned about traffic and pedestrian traffic in the school zone area.

Mr. Bloom stated the school crosswalk is going to be upgraded to a hawk signal like the signal that is on Yellowstone Road. He stated it should be completed by the end of next summer. He stated he could talk to the City Engineer's Office to have increase signage on Pershing and Ridge Road.

Mr. Griggs asked for public comment. Hearing none, he closed the public comment.

Megan Connor made a motion to recommend the Governing Body approve the rezoning of Tract 13, Sunnyside Addition, Tracts 3 and 4 to MUB (Mixed Use Business) zoning district as shown in the attached zone change map, noting that the project meets the review criteria for approval. Bob Mathia seconded the motion.

Roll Call: Motion to approve the item was passed unanimously by a vote of 3-0.

ITEM B: UDC Annual Review
 Case Planner: Charles Bloom

Seth Lloyd, Senior Planner, read the item into the record.

Charles Bloom, AICP, Planning and Development Director presented the Unified Development Code Annual Review. He reviewed requests for the availability of information on the City's website, design standards for vehicle shade structures, Airport District and Affordable Housing. He also reviewed amendments to the UDC that were done in 2022 and priorities for 2023.

Philip Griggs, Chair, asked if the airport buffer distance was being measured from the perimeter or within the airport.

Mr. Bloom stated he would defer the question to the airport staff.

Mr. Griggs asked for public comment.

Dan Dorsch, Director of Habitat for Humanity, stated they had requested changes in the code for affordable housing because it would allow for more housing to be built. He stated there is a lack of housing in the City of Cheyenne. He stated they have 1,800 people on the waiting list for the Cheyenne Housing Authority. He stated a Capstone student had also made the same recommendations to the Governing Body in May.

Kyle Malancina, Cheyenne Airport, stated the distance for the Airport buffer was measured from the threshold to the runways.

Mr. Griggs asked if the distance was 5,000 feet from the threshold.

Mr. Malancina stated it would be measured from each runway threshold.

Mr. Griggs asked how neighbors would be impacted that had trees within 8,000 feet from the threshold.

Mr. Malancina stated it would not have an impact on them as they were outside the 5,000 feet.

Kristy Richardson, Mayors Council with Disabilities, asked if there has been discussion at the City to offer tax credits for developers to build affordable housing units.

Mr. Bloom stated they don't currently have a program like that. He stated they have a Community Development Block Grant Coordinator and they seek out grants and work with different agencies to fund developments. He stated they have tax credit housing that is proposed in the community which are federal funds through WCDA. He stated there are usually one or two of those developments a year.

Mr. Dorsch stated the only tax credit program in the state is the Low Income Housing Tax Credit administered by the WCDA. He stated they don't have any other programs at this time because Wyoming does not have any state income tax. He stated if there could be a change in the design criteria for primary materials, it would help with affordable housing. He also stated changing the density maximum would also help.

Mr. Griggs asked if Ms. Richardson's question had been answered.

** 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.*

Ms. Richardson stated yes but she felt there are other avenues such as reducing permit fees for developers.

Mr. Bloom stated there has been discussions about the fee schedule. He stated a large fee are tap fees for water and sewer. He stated our fees our higher than other communities in Wyoming but lower than most other areas in the nation.

Mr. Griggs asked for further public comment. Hearing none, he closed the public comment.

Bob Mathia made a motion to acknowledge receipt of the Annual Review Report. Megan Conner seconded the motion.

Roll Call: Motion to approve the item was passed unanimously by a vote of 3-0.

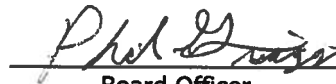
ITEM 4: OTHER BUSINESS/STAFF ANNOUCEMENTS:

- County Pocket Annexations are set to begin next week
- Annexation Amendments

ITEM 5: MEETING ADJOURNED: 7:00 PM



Staff Signature



Board Officer

