

**CITY OF CHEYENNE  
PLANNING COMMISSION MINUTES  
May 1, 2023  
6:00 P.M.**

**MEMBERS PRESENT:** Philip Griggs, Chair; Brian Tyrrell, Vice-Chair; Robert Chamberlin, Secretary; Meghan Connor, Bob Mathia, Boyd Wiggam, Amy Hernandez

**MEMBERS ABSENT:** None

**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; Erin Fagan, Planner II; Tom Mason, MPO Director; Ginni Stevens, Transportation Planner; Cassie Pickett, Staff Engineer

**OTHERS PRESENT:** Shane Hansen, Wayne Webster, Martha Cannon, Michelle McMahan, Michael White

**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 7 members present.

**ITEM 2: APPROVAL OF AGENDA AND MINUTES**

Brian Tyrrell made a motion to approve the meeting minutes from April 3, 2023. Robert Chamberlin seconded the motion. The minutes from the April 3<sup>rd</sup> Planning Commission Meeting were approved unanimously.

**ITEM 3: PLANNING PROJECTS**

**ITEM A:** [UDC-23-00049 / Stadium View, 4<sup>th</sup> Filing, Expedited Plat](#)  
Agent: Shane Hansen, Steil Surveying Services  
Case Planner: Seth Lloyd, Senior Planner

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

Shane Hansen, agent, presented the project.

Philip Griggs, Chair, asked what is proposed for the lots.

Mr. Hansen stated it was planned for a twin home.

Mr. Lloyd gave the staff report.

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

Brian Tyrrell made a motion to approve the Stadium View, 4th Filing Expedited Preliminary Plat, advancing the Final Plat to the Governing Body, with a recommended exception to block size. Robert Chamberlin seconded the motion.

Roll Call: Motion to approve the item was passed unanimously by a vote of 6-0.

*\* 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.*

**ITEM B:**      UDC-23-00074 / 2222 Pershing, Zone Change  
Agent: Shane Hansen, Steil Surveying Services  
Case Planner: Seth Lloyd, Senior Planner

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

Philip Griggs, Chair, asked for the applicant to present the item.

Shane Hansen, agent, presented the item.

Mr. Lloyd gave the staff report.

Brian Tyrrell stated the traffic is heavy at this location. He asked if there would be a curb cut at the location.

Mr. Lloyd stated the curb cut that exists is allowed to remain but if the site were to redevelop the curb cut would be removed.

Boyd Wiggam asked if the property to the west had made any feedback or was notified.

Mr. Lloyd stated the staff has not received any comments but a legal ad was posted in the paper, a notification was mailed to the property owner and a sign was posted at the site. He stated PlanCheyenne encourages homes along arterials be changed to office or business type uses. He stated the MUB zone change would be consistent with PlanCheyenne.

Wayne Webster asked what type of business is proposed for the site and how it would affect the traffic.

Mr. Lloyd stated he did not know the proposed use.

Mr. Hansen stated his client owns Frontier Access and Mobility. He stated in the future the owner would be using the existing site for sales of handicap accessible vehicles.

Mr. Webster stated they did not want to see businesses creeping up along E Pershing. He stated it would not be consistent with the neighborhood.

Martha Cannon stated there has been an increase in traffic along the alleyway and asked if there is a plan for the alleyway. She asked if it would raise her taxes.

Charles Bloom, AICP, Planning and Development Director, stated the taxes would remain the same. He stated an alley is a preferred access over arterial or collector streets. He stated the alley can be used as access.

Michelle McMahon, owner, stated the food trucks are a temporary use and are mostly on Saturdays. She stated she would be moving her rental company there in the future. She stated there is a need for ADA accessible vehicles.

Michael White stated he agreed with the surrounding land owners that it should stay residential. He asked if there would be a curb cut allowed on Pershing for the business.

Mr. Lloyd stated if the property redevelops the curb cut along Pershing would be closed and a new curb cut would not be allowed.

Mr. White asked if the access would be through the alley.

Mr. Lloyd stated the property owner owns the property on the corner that contains the parking lot and access would be through the existing access on that lot. He stated if the access is not allowed on Pershing then the access would be from the alley.

Mr. White asked if a traffic study would be required with a zone change.

Mr. Lloyd stated a traffic study is not required with a zone change. He stated they would require it with a site plan or a plat.

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

Brian Tyrrell made a motion to approve the rezoning of Lot 29, Block 1, Eastridge to MUB Mixed-use Business Emphasis as shown in the attached zone change map, noting that the project meets the review criteria for approval. Robert Chamberlin seconded the motion.

Mr. Wiggam stated it is interesting they don't require a Traffic Study with a zone change.

Mr. Lloyd stated a zone change allows for many different uses in the zone. A zoning map amendment would be hard to require a traffic study without knowing the proposed use.

Mr. Wiggam asked what type of volume would be associated with a business for mobility devices.

Mr. Lloyd stated he believed it would be a low traffic generator.

Mr. Wiggam stated many of the lots will transition to commercial along this corridor. He stated it was interesting the alley was the preferred access. He stated he would support this action but would like to discuss the properties along this roundabout and how they will evolve.

Meghan Connor asked if the alley is wide enough for two-way traffic.

Mr. Lloyd stated he didn't know the width of the alley but two-way traffic would ideally be 20'. He stated he thought it was a 16' alley. He stated the GIS is measuring a 20' alley.

Mr. Bloom stated it appears to be a 20' alley.

Mr. Wiggam stated he had driven the alley and didn't think it was wide enough.

Mr. Lloyd stated it is platted as 16'. He stated if higher traffic volumes are predicted, they would require things like paving of the alley and directional signs.

Roll Call: Motion to approve the item was passed by a vote of 5-1.

**ITEM C:**        PUDC-23-12 / Sunnyside Addition, 11<sup>th</sup> Filing, Expedited Plat  
Agent: Bradford Egan, EIG14T  
Case Planner: Seth Lloyd, Senior Planner

Seth Lloyd, Senior Planner, read the item into the record and stated the agent has asked to postpone the item. He gave a brief staff report.

Boyd Wiggam made a motion to postpone the item. Robert Chamberlin seconded the motion.

Philip Griggs, Chair, asked if the access is not approved on College would Charles Street be required to be improved.

Mr. Lloyd stated it is the responsibility of the property owner to improve the adjacent streets with a platting action. He stated the owner will need to build or participate in building Charles Street.

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Roll Call: Motion to postpone the item was passed unanimously by a vote of 6-0.

**ITEM D:**        2023 Official Map  
Case Planner: Tom Mason – MPO Director

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

Tom Mason, MPO Director, presented the project.

Philip Griggs, Chair, asked for questions from the Board.

Boyd Wiggam thanked staff for providing the map in color and for explaining the necessity of having roadways surveyed before they can be added to the official map. He stated there are some dead end roads that he would like to see connections to. He asked what happens to Mountain Road, Rue Terre, E. Carlson, Van Buren and Four Mile Road

Mr. Mason stated there are cost associated with surveying roads and adding them to the Official Map. He stated Storey and Converse in Section 20 were surveyed by the City to ensure the City could get the streets aligned how they wanted them. He stated they have thought about surveying all of Section 20 but they aren't as concerned about it now because the landowner is in agreement with the transportation plan for the area.

Mr. Wiggam stated he had asked about Van Buren and also if there were any steps they should take for connectivity.

Mr. Mason stated Storey and Van Buren within the Whitney property has a Master Plan and is already a part of the Official Map. He stated the alignments have changed and the Official Map will be amended when the developer does their plats.

Mr. Wiggam asked about the extension of Mountain Road to the north.

Mr. Mason stated originally they thought it would extend and lead into Chief Washakie Road but the developer has changed the alignment. He stated there was no reason for the Government to survey because they know the developer is taking care of the connection. He stated this Official Map project would move forward with 3 readings by Council and then be signed and recorded.

Charles Bloom, AICP, Planning & Development Director, stated there is a Master Street Plan for streets that aren't included in the Official Map.

Brian Tyrrell made a motion to recommend the City Governing Body amend the Major Street Plan, Official Map 2015, by updating the entire map with a new map entitled Major Street Plan, Official Map 2023, with newly platted and built roads as presented. Mr. Wiggam seconded the motion.

Roll Call: Motion to approve the item was passed unanimously by a vote of 6-0.

**ITEM 4:        OTHER BUSINESS/STAFF ANNOUCEMENTS:**

- OpenGov Software and new project numbers
- WyoPass Riverton Conference May 4<sup>th</sup> & 5<sup>th</sup>
- No mid month Planning Commission meeting

**ITEM 5:        MEETING ADJOURNED: 6:50 PM**

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Staff Signature



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Board Officer

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