

**CITY OF CHEYENNE
PLANNING COMMISSION MINUTES
February 18, 2025
6:00 P.M.**

MEMBERS PRESENT: Bob Mathia, Tony Laird, Lonnie Olson, Boyd Wiggam, and Meghan Connor

MEMBERS ABSENT: Darrell Hibbens and Amy Hernandez

CITY STAFF PRESENT: Charles W. Bloom, Planning & Development Director; Seth Lloyd, Senior Planner; Connor White, Planner II; Erin Gates, Engineering

OTHERS PRESENT: Kristy Richardson

ITEM 1: CALL MEETING TO ORDER / ROLL CALL

Bob Mathia, Chair, called the meeting to order at 6:00 PM

Roll Call was done by Connor White, Planner II. There was a quorum with two members absent.

ITEM 2: APPROVAL OF MINUTES

Tony Laird made a motion to approve the meeting minutes from January 21st, 2025. Boyd Wiggam seconded the motion.

Mr. Wiggam mentioned that there are corrections needed to clarify who made the motion to amend the motion in the minutes. Mr. Wiggam could not recall who it was.

Charles Bloom, Planning and Development Director, noted that the Commission could postpone the approval to the following meeting so that staff could correct the minutes and provide the correct name in the minutes.

Mr. Laird withdrew his motion with Mr. Wiggam seconding.

Mr. Wiggam made the motion to postpone the January 21st, 2025 minutes to the March 3, 2025 Planning Commission meeting. Mr. Laird seconded the motion.

The minutes from the January 21st Planning Commission Meeting were postponed. unanimously.

ITEM 4: PLANNING PROJECTS

ITEM A: UDC Annual Review 2025

Case Planner: Charles Bloom, Planning and Development Director
Seth Lloyd, Senior Planner

Connor White, Planner II, read the item into the record.

Charles Bloom, Planning and Development Director, presented the staff report.

Bob Mathia, Chair, asked for questions from the Commission.

Mr. Wiggam noted that two of the comments were about fencing. He asked if staff has thought about putting similar restrictions to metal fencing on vinyl fencing.

** 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. White explained the fence amendment from a few years ago and that vinyl is a standard fencing material so it is a permitted material to use.

Mr. Wiggam made comment about the water wise landscaping amendment staff is working on and parking on sidewalks.

Mr. Bloom explained that the parking on sidewalks is a municipal code issue and not enforced by the UDC.

Mr. White gave details about the landscaping amendment, stating that it mainly deals with commercial landscaping and not residential landscaping.

Mr. Olson asked how often we have comprehensively updated the code.

Seth Lloyd, Senior Planner, explained that the code was comprehensively updated in 1988 and then again in 2012 (the UDC). He stated that staff is constantly updating the UDC but that there is currently no plan to do a comprehensive update at this time.

Mr. Laird mentioned that he was still thinking about the front driveway comment that was submitted. He does not believe an update to the code will stop people from parking on their property for front yard days whether the area is paved or not.

Mr. Bloom made comment.

Mr. Mathia asked if someone could have an aluminum fence that is spray painted white. Mr. White asked for further clarification.

Mr. Lloyd explained that the current code allows for someone to request a conditional use from the Board of Adjustment (BOA) for alternative fence materials and it could be possible for someone to have a fence as explained by Mr. Mathia.

Mr. Mathia asked about xeric landscaping.

Mr. Bloom responded that there is an allowance for it in the code currently and staff is looking at continuing to allow it with the proposed amendment.

Mr. Wiggam asked about the signs in windows questioning if maybe the definitions in the UDC or language is too broad.

Mr. Lloyd responded that off premise signs are prohibited except for billboards. There would not be a case where staff would evaluate a window sign as a billboard.

Mr. Laird asked about vehicle mounted signs.

Mr. Lloyd responded that these types of signs are considered illegal by the UDC.

Mr. Wiggam stated that the council should think about block size standards and pedestrian connectivity as there have been several projects that have come forward with these issues.

Mr. Bloom responded that we will bring it up to the governing body at their work session on Friday.

Mr. Mathia asked if there were any further questions from the Commission.

Mr. Mathia opened the meeting up for public comment. Hearing none, public comment was closed.

Mr. Wiggam made the motion to acknowledge receipt of the annual review and direct staff to investigate opportunities to increase direct pedestrian and bicycle access in large block face developments. Mr. Laird seconded the motion.

Roll Call: Motion to acknowledge the item was passed unanimously.

ITEM 5: Planning Commission 101 Training

Mr. Bloom provided the training.

Mr. Wiggam had questions about procedure and applicants speaking under public comment.

Mr. Laird had questions about keeping the meeting on subject.

ITEM 6: OTHER BUSINESS/STAFF ANNOUNCEMENTS:

- Mr. Bloom presented updates to the DDA Plan of Development.
 - Mr. Wiggam made a motion to acknowledge and approve the updates to the plan as presented. Mr. Laird seconded the motion.
 - The motion was approved unanimously.
- BOPU Water Summit March 20, 2025.

ITEM 7: MEETING ADJOURNED: 7:23 PM



Staff Signature



Board Officer