

CITY OF CHEYENNE
PLANNING COMMISSION MINUTES
July 7, 2025
6:00 P.M.

MEMBERS' PRESENT: Bob Mathia, Boyd Wiggam, Tony Laird, Amy Hernandez

MEMBERS' ABSENT: Darrell Hibbens, Lonnie Olson, Meghan Connor

CITY STAFF PRESENT: Charles Boom, Planning & Development Director; Seth Lloyd, Senior Planner; Connor White, Planner II; Brandon Gilchrist, Planner I; Gisele Pacheco, Office Manager

OTHERS' PRESENT: Juan Gonzalez, Arnold Snow, George Porter, Jake Wilson, Joshua O'Brien, Mead Kelsey, Cody Davidson, Brad Emmons

ITEM 1: CALL MEETING TO ORDER / ROLL CALL

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

Roll Call: Done by Connor White, Planner II. There was a quorum with three members absent.

ITEM 2: APPROVAL OF MINUTES

Tony Laird made the motion to approve the meeting minutes from May 19, 2025. Boyd Wiggam seconded the motion.

Bob Mathia, Chair, asked if there was any discussion regarding the minutes.

No further discussion of the May 19, 2025 meeting minutes, and all approved at 6:02 PM.

Boyd Wiggam made the motion to approve the meeting minutes from June 2, 2025. Amy Hernandez seconded the motion.

Mr. Mathia, Chair, asked if there was any discussion regarding the minutes.

No further discussion of the June 2, 2025 meeting minutes, and all approved at 6:04 PM.

ITEM 4: PLANNING PROJECTS

ITEM A: PUDC-25-70: Assigned Zoning: County Pocket Annexation #6

Case Planner: Connor White, Planner II

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

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

Bob Mathia, Chair, asked if there were any questions from the Commission.

Boyd Wiggam asked if the Planning and Development staff is aware of any parcels being downzoned due to annexation or being made a non-conforming use.

Mr. White noted that the parcels will not be downzoned or made non-conforming due to the alignment between allowed uses in the county zones and those in the city zones. The zoning process involves identifying the current county zone and selecting the closest city zone that still permits the existing use.

** Minutes provide a brief summary of the meeting's action items, discussions, and decisions. For more detailed information, please refer to the audio recording available on the City of Cheyenne's website.*

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

Tony Laird asked if Dry Creek Park is located within the city limits.

Mr. White confirmed that Dry Creek Park is located within the city limits, and any property located north of US30 along Dry Creek is also within city limits.

Mr. Wiggam asked if there is awareness of any parcels that are less than 100 percent surrounded by the city when assigning zoning.

Mr. White noted that during the annexation process, the city annexes property that is 100 percent surrounded by the city. Since the county pocket is completely surrounded by city parcels, the assigned zone is a city zone that most closely matches the county zone and the surrounding city zones.

Mr. Laird discussed the properties being annexed and stated that the reason the city 100 percent surrounds the pockets is due to the city limit line of Laramie Street, which is part of the city.

Mr. White confirmed that the parcels being annexed are indeed surrounded 100 percent by city property, due to the city limit line of Laramie Street.

Mr. Mathia asked if there were any further questions or discussion from the Commission. Hearing none.

Mr. Mathia opened the meeting for public comment.

Arnold Snow expressed concerns about the proposed zoning and the potential impact on his business, including the risk of being forced to close due to the city zoning process.

Mr. White explained the zoning process. Any property being annexed by the city is allowed to continue any existing use—whether conforming or non-conforming to the current city code. The current use may continue both during and after the annexation process.

Mr. Mathia asked if there were any additional public comments.

George Porter asked if his property would be considered non-conforming in the city once annexed.

Mr. Mathia asked what business George Porter operates.

Mr. Porter explained that his business involves excavation work.

Mr. White explained that the business will be considered non-conforming; however, under the annexation process, the business can continue to operate after annexation.

Mr. Porter expressed that he would like more information to determine whether his property would be considered conforming or non-conforming prior to annexation.

Charles Bloom, Planning and Development Director, commented that Planning and Development staff will reach out to provide more information about non-conforming use registration. This process will help determine if the use had been properly initiated and issued as a conforming use within the county, which could allow it to be considered conforming within the city.

Mr. Porter provided his contact information to the Planning and Development staff to be contacted regarding the status of his property.

Mr. Mathia asked if there were any additional public comments.

Juan Gonzalez asked whether his business would be considered conforming or non-conforming and requested more information about the non-conforming use registration form.

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Mr. Mathia asked if there were any additional public comments.

Cody Davidson asked when the property owners would be notified about the city zoning.

Mr. White explained that property owners can contact the Planning and Development Department to determine the city zone or access the Laramie County Assessor's map to view both the current county zone and the proposed city zone.

Mr. Davidson asked if a property owner could request a zone change.

Mr. White explained that during the assigned zoning annexation process, a zone change request cannot occur. However, once the property has been annexed into the city limits, the property owner may submit a zone change application for the parcel.

Mr. Mathia asked if there were any additional public comments. Hearing none, public comment was closed.

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

Mr. Wiggam asked when property owners or individuals will be informed of the city zoning assigned to annexed property and when the item will be approved.

Mr. White explained the process and timeline, stating that the item will be considered at upcoming meetings, with final consideration of both annexation and assigned zoning scheduled for August 11, 2025, at the City Council meeting. If approved, the city zone will be officially assigned in August 2025.

Mr. Wiggam commented on the annexation process and the transition from county zoning to city zoning, including the procedure for requesting a zone change.

Mr. White provided additional clarification on the process and the actions developers typically take when a proposed use does not meet the requirements of the city zoning code. In such cases, the property must first be annexed with the closest matching city zone, after which a zone change can be requested. The zone change application may be submitted concurrently with the annexation request. During the meeting, the assigned zoning is discussed first to ensure the parcel has a city zone before considering a zone change.

Mr. Wiggam asked whether the assigned zoning and requested zoning must be discussed in the same meeting.

Mr. White explained that the assigned zoning and requested zoning do not need to be discussed in the same meeting.

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

Mr. Laird asked about Cody Davidson's property and the zoning designation of (HR) High Density Residential.

Mr. White explained that, according to the Assessor's map, the area is zoned (HR) High Density Residential. The surrounding lots are also developed under the HR zone. Since the property is zoned HR in the county, it will remain HR in the city upon annexation.

Mr. Mathia asked if there were any further questions or discussion from the Commission. Hearing none.

Tony Laird made the motion to recommend the Governing Body approve the assigned zoning for land south of Dell Range Boulevard, east of Dry Creek, west of Whitney Road, and north of Charles Street to

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(AR) Agricultural Residential, (MR) Medium-Density Residential, (HR) High-Density Residential, (CB) Community Business, and (MUR) Mixed-Use Residential, as shown in the attached zone change map, noting that the project meets the review criteria for approval. Boyd Wiggam seconded the motion.

Mr. Mathia asked if there were any further questions or discussion from the Commission. Hearing none.

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

ITEM B: PUDC-25-115: Zone Change: Bison Business Park Rezone

Case Planner: Brandon Gilchrist, Planner I

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

Brad Emmons, AVI PC Agent, presented the item into the record.

Bob Mathia, Chair, asked if there were any questions from the Commission. Hearing none.

Brandon Gilchrist, Planner I, presented the staff report into the record.

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

Boyd Wiggam asked if the Future Land Use Map needs to be amended for the agricultural area to support the Business Park.

Seth Lloyd, Senior Planner, mentioned that the agricultural area is adjacent to an area designated as industrial on the Future Land Use Map. When the city created the Business Park zoning district, it intentionally included a provision stating that agricultural areas may be appropriate for Business Park zoning if those areas are located along major transportation routes and if services can be extended to the location. The city anticipates that services will be extended to the proposed location.

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

Mr. Wiggam mentioned Cheyenne LEADS and asked whether the Development Department is aware of any other ideas being proposed for the Business Park.

Connor White, Planner II, mentioned that within the zone change area, one parcel has been developed by Microsoft for a data center, another by Black Hills Energy for a large substation, and the southern parcel is being developed for a water tower. The other existing parcels are not currently specified for development. Only developed parcels have an assigned zone; the other parcels remain in a holding zone. Now that the area is being developed as (BP) Business Park, there is potential for additional development.

Mr. Wiggam asked if the question could be directed to the applicant.

Mr. Emmons commented that there have been a few recent changes to the code, including updates to the community facility fees and the (BP) Business Park zoning code. In the future, there will likely be fewer properties coming through with a holding zone. The primary purpose of the holding zone was to allow community facility fees to be paid at a later date. Mr. Emmons also explained the purpose of the water tower, the data center, and the substation.

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

Tony Laird asked about the water tower and who it would belong to.

Mr. Emmons stated that the water tower will be dedicated to the Board of Public Utilities (BOPU) and is based on the amount of water needed to cool the existing Microsoft buildings. There was sufficient

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pressure and fire flow to complete the first set of buildings, but to support additional buildings on the existing site, the water supply will come from BOPU to meet the necessary pressure and fire flow requirements.

Mr. Wiggam asked if the water tower would have the potential and capacity to serve the residential area to the west.

Mr. Emmons commented that the water tower has been designed according to what BOPU has determined for the pressure zone basin. Based on its current location, the water tower is not near any residential units to the west.

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

Mr. Wiggam asked if staff were aware of any negative feedback regarding the zone change.

Mr. Gilchrist commented that there has not been any negative feedback regarding the zone change.

Mr. Mathia asked if there were any further questions from the Commission. Hearing none.

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

Mr. Mathia asked if there were any further questions from the Commission. Hearing none.

Boyd Wiggam made the motion to recommend the Governing Body approve the Zoning Map Amendment from city (HI) Heavy Industrial and city (AG) Agricultural to city (BP) Business Park for the Bison Business Park, located in portions of Sections 27, 28, 29, 32, and 33 of Township 13 North, Range 66 West of the 6th P.M., for land located east of South Greeley Highway and north of Chalk Bluff Road, noting that the application meets the applicable review criteria for approval. Tony Laird seconded the motion.

Mr. Mathia asked if there were any further questions or discussion from the Commission. Hearing none.

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

ITEM C: PUDC-25-123: Zone Change: Equality

Case Planner: Connor White, Planner II

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

Brad Emmons, AVI PC Agent, presented the item into the record.

Bob Mathia, Chair, asked if there were any questions from the Commission.

Boyd Wiggam asked if the applicant is certain that there is adequate fire protection for the location.

Mr. Emmons explained that the developer is coordinating with BOPU to design the site. The site will also have a water tower in the general area to ensure water and sewer capabilities, both of which must be provided to the site and are currently under design.

Mr. Wiggam asked if the site has recently developed new grass since the fire in the area.

Mr. Emmons commented that he is unaware how far the fire progressed east during that time, but the city fire department would now provide service within the area, and there is an agreement with the previously named Fire District 2.

Mr. Mathia asked if there were any further questions from the Commission. Hearing none.

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Connor White, Planner II, presented the staff report into the record.

Mr. Mathia asked if there were any questions from the Commission. Hearing none.

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

Mr. Mathia asked if there were any questions from the Commission. Hearing none.

Tony Laird made the motion to recommend the Governing Body approve the rezoning of North Range Business Park 14th Filing to (BP) Business Park as shown in the attached zone change map, noting that the project meets the review criteria for approval. Boyd Wiggam seconded the motion.

Mr. Mathia asked if there were any further questions or discussion from the Commission. Hearing none.

Mr. Mathia opened the meeting to a five-minute recess to allow Amy Hernandez, Planning Commission Member, to rejoin the Zoom meeting at 6:55 PM.

Mr. White verified that Amy Hernandez has rejoined the Zoom meeting, and a quorum is present.

Mr. Mathia resumed the meeting to order at 6:58 PM.

Mr. Mathia asked if there were any further questions or discussion from the Commission. Hearing none.

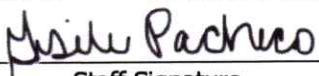
Roll Call: Motion to approve the item was passed unanimously.

ITEM 5: OTHER BUSINESS/STAFF ANNOUNCEMENTS:

Mr. Mathia opened the floor to other business from staff or the Planning Commission.

- Seth Lloyd presented the following updates:
 - The County is in the process of updating zoning regulations.
 - No Planning Commission Meeting on June 21, 2025.
 - Next Meeting: August 4, 2025.

ITEM 6: MEETING ADJOURNED: 7:00 PM



Staff Signature



Board Officer