

PUBLIC SERVICES COMMITTEE MINUTES

Due to the Labor Day holiday, a meeting of the Public Services Committee was instead held on Wednesday, September 6, 2023, in Committee Room 104 and via electronic meeting, starting at 12:00 p.m. Those in attendance were as follows:

COMMITTEE MEMBERS: Bryan Cook, Chairman, Pete Laybourn, Dr. Rinne, and Tom Segrave (via Zoom).

AGENDA ITEMS

9. ORDINANCE –3rd READING – Creating a new Section 15.50.070, Neglected Structure, of Chapter 15.50, Historic Design Guideline, of Title 15, Buildings and Construction, of the Municipal Code of the City of Cheyenne, Wyoming. (POSTPONED FROM AUGUST 28, 2023)

Mr. Segrave joined the meeting at 12:12 p.m. during discussion of item #10.

Dr. Rinne moved to approve on 3rd and final reading, seconded by Mr. Laybourn. Motion failed with Mr. Laybourn and Mr. Segrave voting “NO” and Dr. Rinne voting “YES”.

Lonnie Olson, Planning & Development Department, provided a staff report. Charles Bloom, Planning & Development Director; Stefanie Boster, City Attorney; and Milward Simpson, Historic Preservation Board Chairman, provided additional information. Committee members Laybourn, Rinne and Segrave commented on the item and public comment was made by Michael White.

11. ORDINANCE –3rd READING – Amending the Official Zoning Map of the City of Cheyenne changing the zoning classification from Frontier Mall PUD - Planned Unit Development (Ordinance No. 3132) to CB - Community Business for land located at Lot 7B, Block 1, Frontier Mall.

Mr. Laybourn moved to approve on 3rd and final reading, seconded by Dr. Rinne. Motion carried by unanimous voice vote.

Seth Lloyd, Planning & Development Department, provided a staff report and Shane Hanson, Steil Surveying, was available for questions.

12. ORDINANCE –3rd READING – Pursuant to Section 2.2.2 Planned Development - Regulating Plan or Development Master Plan and Section 5.6.2 PUD - Planned Unit Development District of the Unified Development Code, amending Ordinance No. 4286 by modifying certain standards of the adopted district, Planned Unit Development (PUD), for Sweetgrass (located southeast of the intersection of College Drive and Avenue C).

Dr. Rinne moved to approve on 3rd and final reading, seconded by Mr. Laybourn. Dr. Rinne moved to amend “Exhibit A” by substitute dated September 5, 2023, seconded by Mr. Laybourn. Motion to amend carried by unanimous voice vote. Main motion, as amended, carried by unanimous voice vote.

Connor White, Planning & Development Department, provided a staff report and a proposed substitute “Exhibit A”. Casey Palma, Palma Land Planning, provided additional information. Committee members Laybourn and Rinne commented on the item.

14. ORDINANCE –2nd READING – Amending Section 5.8.2.h of the Unified Development Code (UDC), amending Manufactured Homes on Single Platted Properties or Tracts. (SPONSOR – MR. COOK)

Dr. Rinne moved to approve on 2nd reading, seconded by Mr. Laybourn. Motion failed by unanimous voice vote.

Connor White, Planning & Development Department, provided a staff report. Charles Bloom, Planning & Development Department Director, and Tom Cobb, City Engineer, provided additional information. Committee members Laybourn, Rinne and Segrave commented on the item and public comment was made by Brenda Birkle, My Front Door and Mayor’s Council for Affordable Housing Taskforce; Lois Jean Hallberg; and Michael White.

15. ORDINANCE –2nd READING – Amending Section 15.08.031, Building Permit Fees- Exceptions for Incentivization Program, of Chapter 15.08, International Building Code Adopted, of Title 15, Buildings and Construction, of the Code of the City of Cheyenne, Wyoming, to create incentives for attainable housing and historic preservation. (SPONSORS – DR. ALDRICH, MR. JOHNSON AND MR. WHITE)

Dr. Rinne moved to approve on 2nd reading, seconded by Mr. Segrave. Dr. Rinne moved to amend section C (4) to be increased from \$1,000.00 to \$5,000.00 and section E (4) to be increased from \$20,000.00 to \$35,000.00, seconded by Mr. Segrave. Motion to amend carried with Dr. Rinne and Mr. Segrave voting “YES” and Mr. Laybourn voting “NO”. Main motion, as amended, carried with Dr. Rinne and Mr. Segrave voting “YES” and Mr. Laybourn voting “NO”.

Seth Lloyd, Planning & Development Department, provided a staff report. Committee members Laybourn, Rinne and Segrave commented on the item and public comment was made by Brenda Birkle, My Front Door and Mayor’s Council for Affordable Housing Taskforce, and Michael White.

19. RESOLUTION – Supporting the conversion of a portion of Dutcher Ball Fields located at 4200 Converse Avenue from perpetual public outdoor recreation use and committing to purchase and encumber one additional replacement property to be deed restricted for perpetual public outdoor recreation use pursuant to the requirements set forth in the Land and Water Conservation Fund Act. (SPONSOR – MR. LAYBOURN)

Mr. Laybourn moved to adopt, seconded by Dr. Rinne. Motion carried by unanimous voice vote.

Jean Vetter, Parks & Greenway Planner, provided a staff report.

20. RESOLUTION – Approving the West Downtown Urban Renewal Plan and West Downtown Urban Renewal Project Pursuant to Wyoming Statute § 15-9-110. (SPONSORS – MR. JOHNSON AND MR. WHITE)

Chairman Cook briefly excused himself from the meeting from 1:34 p.m. until 1:36 p.m. as did Mr. Laybourn from the meeting from 1:37 p.m. until 1:39 p.m. during discussion of item #20.

Dr. Rinne moved to adopt, seconded by Mr. Laybourn. Motion carried with Mr. Laybourn and Dr. Rinne voting “YES” and Mr. Segrave voting “NO”.

Lonnie Olson, Planning & Development Department, provided a staff report and committee member Segrave commented on the item.

21. RESOLUTION – To accept and approve the federally funded Dry Creek Drainage Master Plan Update submitted by GLM Design Group. (SPONSOR – MR. COOK)

Dr. Rinne excused himself from the remainder of the meeting, due to a previous work engagement, at 1:45 p.m. during discussion of item #21 and did not vote on the item.

Mr. Laybourn moved to adopt, seconded by Mr. Segrave. Motion carried by unanimous voice vote.

Tom Cobb, City Engineer, provided a staff report and Gene MacDonald, GLM Managing Member, provided additional information. Chairman Cook and committee member Segrave thanked staff and Mr. MacDonald for their time on the project and committee member Laybourn commented on the item.

There being no further items for the agenda to come before the Public Services Committee, the meeting was adjourned at 1:58 p.m.

Submitted by,



Jennifer McClelland

Executive Assistant to the Cheyenne City Council