

**CITY OF CHEYENNE  
PLANNING COMMISSION MINUTES  
October 4, 2021  
6:08 P.M.**

**MEMBERS PRESENT:** Philip Griggs, Chair; Brian Tyrrell, Vice-Chair; Phillip Regeski, Secretary; Robert Chamberlin, Bob Mathia

**MEMBERS ABSENT:** Jeremy Arneson, Greg Palmquist

**CITY STAFF PRESENT:** Charles W. Bloom, Planning & Development Director; Valerie Pickard, Planning & Development Office Manager; Sam Crowley, Planner I

**OTHERS PRESENT:** Kristina Richardson, Julia Woodworth, Philip Lewis, Will Khran

Philip Griggs, Chair, called the meeting to order at 6:00 P.M.

1. Roll Call was done by Seth Lloyd, Planner II. There was a quorum with 5 members present.
2. 2.b.i. Minutes – Brian Tyrrell made a motion to approve the meeting minutes from the September 20, 2021 meeting. Phillip Regeski seconded the motion. The minutes were approved unanimously.

**ITEM A:**        [UDC-21-00286 / Meadowlark Estates, 2<sup>nd</sup> Filing, Final Plat](#)

Case Planner: Seth Lloyd, Planner II

Agent: Julia Woodworth, AVI

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

Julia Woodcraft, AVI, presented the item. Mr. Griggs asked if lot 4 is buildable. Ms. Woodcraft answered that she believes all lots listed are buildable, but she can confirm with the developer. Mr. Griggs asked Ms. Woodcraft to clarify some drainage issues. Ms. Woodcraft explained that the plat would be labeled more clearly in the future. Mr. Regeski asked why the plat is being brought forward while previously stated conditions are not resolved. Ms. Woodcraft answered that the applicant's agent seeks to avoid postponement of the project. Mr. Regeski highlighted issues with the location of the drainage basin on the plat, the drainage update which has not been approved by the City, and the funding of the improvements to be done on Whitney and Dell Range which is also not approved. Mr. Regeski and Ms. Woodcraft discussed the commercial status of lot one block one and how the detention area would fit there. Mr. Regeski stated that he does not want to postpone a project, but it appears that there is work to be done by the consultants and he will not feel comfortable approving this project until the conditions are met. Mr. Tyrrell asked for clarification about the signal or stop sign at Whitney and Dell Range. Ms. Woodcraft answered that it would be a signal. Mr. Tyrrell asked about the sewer and detention pond. Ms. Woodcraft said the sewer is meant to meet up with the Woodhouse Drive sewer extension. He asked if changes with the roundabout have delayed the process. She answered that it has delayed the process and they are waiting on a development agreement with the City. He then asked if they are waiting on a drainage plan along Whitney from the County. Ms. Woodcraft said she would clarify and bring the answer back to the Commissioners. Mr. Regeski clarified that Mr. Tyrrell is asking about the fact that the traffic study for the roundabout has not been approved yet and it needs easements. He reemphasized the need to meet conditions for approval.

Philip Griggs, Chair, asked for questions from the Board. None.

Seth Lloyd gave a staff report. Mr. Griggs asked if the potential postponement would be for November 1<sup>st</sup>. Mr. Lloyd confirmed. Mr. Griggs asked for questions for staff. None.

*\* 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. Griggs asked Ms. Woodworth if they would be willing to postpone. Ms. Woodcraft answered yes.

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

Mr. Tyrell made a motion to postpone the Meadowlark Estates, 2<sup>nd</sup> Filing Final Plat to the November 1, 2021 Planning Commission meeting. Mr. Regeski seconded.

Roll Call: Motion approved with a vote of 4-0.

**ITEM B:**        [UDC-21-00331 / 6021 Osage Zone Change](#)

Case Planner: Seth Lloyd, Planner II

Seth Lloyd, Planner II, read the item into the record and presented the item.

Philip Griggs, Chair, asked for questions from the Board. None.

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

Mr. Tyrell made a motion to postpone the 6021 Osage Zone Change to the November 1, 2021 Planning Commission meeting. Mr. Regeski seconded.

Roll Call: Motion approved with a vote of 4-0.

**ITEM C:**        [UDC-21-00361 / Bish's RV Holding Tank 201 Exception](#)

Case Planner: Seth Lloyd, Planner II

Agent: Will Krahn, Bish's RV

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

Will Krahn presented the item.

Philip Griggs, Chair, asked for questions for Mr. Krahn from Commissioners. None.

Seth Lloyd gave a staff report.

Mr. Tyrell commented that this would be better judged by the County Health Commission. Mr. Lloyd stated that this board is meant to make recommendations to the governing body. Mr. Regeski proposed a hypothetical and asked if IGA approval is needed. Mr. Lloyd answered that the IGA would not permit holding tanks generally, and the only way this applicant can have an rv dump station is to have a 201 exception. He emphasized that any applicant seeking a holding tank like this would have to come before the Planning Commission for the 201 exception. Mr. Regeski and Mr. Lloyd discussed situations where other applicants would apply for this exception and that they would need to prove hardship. Mr. Regeski asked the representative of the Health Department why the Health Department does not accept rv waste in the public system. He answered that the Health Department does allow it, but BOPU does not due to an increased biological oxygen demand which causes thick sewage to clog up the system. This creates the need for a holding tank as the only alternative. Mr. Regeski brought up the example of the KOA having an rv dump station. The representative answered that it was done before the regulations changed. Mr. Tyrell asked him if he approves. He confirmed that the Health Department has no objections.

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

Brian Tyrrell made a motion to recommend that the City Council approve the exception to the 201 Facilities Plan requirement for City sewer service to a recreational vehicle dump station and permit installation of septic holding tank(s), subject to Staff's recommended conditions. Mr. Mathia seconded.

Roll Call: Motion approved with a vote of 4-0.

**ITEM D:**     [UDC-21-00362 / Camping World Holding Tank 201 Exception](#)

Case Planner: Seth Lloyd, Planner II

Agent: Philip Lewis,

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

Mr. Lewis presented the item.

Philip Griggs, Chair, asked for questions from the Commissioners. None.

Seth Lloyd gave a staff report.

Mr. Griggs asked for questions for staff. None.

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

Brian Tyrrell made a motion to recommend that the City Council approve the exception to the 201 Facilities Plan requirement for City sewer service to a recreational vehicle dump station and permit installation of septic holding tank(s), subject to Staff's recommended conditions..

Roll Call: Motion approved with a vote of 4-0.

**OTHER BUSINESS/STAFF ANNOUCEMENTS:**

- Planning Department Awards
- Mid-month meeting

**MEETING ADJOURNED:** 6:43 P.M.



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Staff Signature

  

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Board Officer