

PUBLIC SERVICES COMMITTEE MINUTES

A meeting of the Public Services Committee held on Tuesday, September 22, 2020, via an Electronic Meeting, starting at 12:00 P.M. Those in attendance were as follows:

COMMITTEE MEMBERS: Rocky Case, Chairman; Dicky Shanor and Scott Roybal. Absent: Bryan Cook.

CITY STAFF: Mike O'Donnell, City Attorney; Alessandra McCoy-Fakelman, Deputy City Attorney; Charles Bloom, Planning & Development Director; Tom Cobb, City Engineer; Seth Lloyd and Mark Christensen, Planning & Development Department; Kris Jones, City Clerk; and Tom Mason, Metropolitan Planning Organization (MPO) Director.

OTHERS PRESENT: Dr. Mark Rinne, City Council President; Brad Emmons, AVI Engineering; Ross Malinski; Milward Simpson, Historic Preservation Board; Chris Lovas; and Stephanie Lowe.

AGENDA ITEMS

8. **ORDINANCE – 3rd READING** – Amending various sections of Chapter 15.50, Historic Design Guidelines, of Title 15, Buildings and Construction, of the Code of the City of Cheyenne, Wyoming.

Mr. Roybal moved to approve, seconded by Mr. Shanor. Mr. Shanor moved to amend by substitute dated September 18, 2020, seconded by Mr. Roybal. Motion to amend carried by unanimous voice vote. Main motion, as amended, carried by unanimous voice vote.

DISCUSSION: Alessandra McCoy-Fakelman, Deputy City Attorney, provided a staff report and advised a substitute was circulated which provides clarity of the application and approval process in the ordinance involving structure alterations, improvements and new construction. Charles Bloom, Planning & Development Director, provided additional information on the substitute which includes specific approval, denial and appeal process clarification. Milward Simpson, Historic Preservation Board, advised he was available for questions.

9. **ORDINANCE – 2nd READING** – Amending the Unified Development Code of the City of Cheyenne, Wyoming to create the Support Services Zone District and establishing design criteria. (SPONSOR – ROCKY CASE)

Mr. Shanor moved to approve, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

DISCUSSION: Charles Bloom, Planning & Development Director, provided a staff report and explained in detail the new zone district to allow for flexibility of government owned lands associated with Francis E. Warren Air Force Base. Mr. Bloom highlighted permitted uses,

design standards and landscaping. Mr. Bloom further explained the intent for government owned land is typically accessible to the general public with services supporting the mission and members of the military and may include education, recreation, research, retail, office, residential and industrial uses. Mr. Shanor commented the many projects at the base are exciting and expressed appreciation that the code is be adapted to accommodate the projects.

14. **RESOLUTION** – Authorizing the Mayor and City Clerk to sign a Final Plat for Buffalo Ridge Estates, Eleventh Filing, a replat of all of Lot 15, Block 21, Buffalo Ridge Estates, Cheyenne, Laramie County, Wyoming (located southeast of the intersection of Hilltop Avenue and Bluff Place). (SPONSOR – ROCKY CASE)

Mr. Shanor moved to adopt, seconded by Mr. Roybal. Motion failed with Mr. Shanor voting “YES” and Mr. Roybal voting “NO”.

DISCUSSION: Seth Lloyd, Planning & Development Department, provided a staff report and advised the proposed plat would divide the current plat into three (3) lots. Mr. Lloyd advised this plat previously appeared in front of the Governing Body and failed by a vote 5-5. Upon inquiry, Mr. Lloyd provided information on lot sizes within the residential area compared to the proposed plat sizes and reported no specific housing type has been proposed.

15. **RESOLUTION** – Providing for partial vacation of the Frontier North Final Plat. (SPONSOR – ROCKY CASE)

Mr. Shanor moved to adopt, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

DISCUSSION: Charles Bloom, Planning & Development Director, provided a staff report and advised this application will allow two access points into Meridian Trust FCU as approved in their site plan.

17. **PRELIMINARY PLATS/PRELIMINARY ZONE CHANGES:**

- a) Preliminary Plat for Whitney Ranch, 4th Filing, a plat of a portion of the SE¼, Section 23, T14N, R66W, of the 6th PM, Laramie County, Wyoming (located northeast of the intersection of Dell Range Boulevard and Whitney Road).

Mr. Shanor moved to acknowledge the Planning Commission’s recommendation to approve with conditions 1 a, b, c and d, 2 and 3, seconded by Mr. Roybal. Motion carried by unanimous voice vote.

DISCUSSION: Seth Lloyd, Planning & Development Department, provided a staff report and advised this is a proposed preliminary plat for 70 acres with multiple development zones. Mr. Lloyd advised the Planning Commission recommends approval with the following staff recommendations: A final plat submittal to include a final drainage report, defined ownership and maintenance of unbuildable lots, agreements for any lots proposed to be dedicated to the City, and provide public improvement plans detailing proposed plan and profiles for all proposed public improvements to the satisfaction of the City Engineer; prior to the approval of the final

plat(s) the applicant/developer shall enter into an agreement with the City regarding impacts to Cheyenne Fire Rescue including the proportionate share of the cost of extending service to the area; and the applicant/developer shall enter into an agreement with the City regarding design and construction of roadway improvements and shall pay their proportionate share of costs for design and improvements. Upon inquiry, Mr. Lloyd advised on the intent for Block 4 as townhouses with rear loading access and the exceptions on block length are due to the topographic exception. Upon inquiry, Mr. Bloom provided information on the development agreement and the responsibilities as related to impact to services. Brad Emmons, AVI Engineering, provided additional information on exceptions including block lengths for pedestrian connections and those related to traffic flow.

There being no further items for the agenda to come before the Public Services Committee, the meeting was adjourned at 12:43 P.M.

Submitted by,



Jennifer McClelland
Executive Assistant to the City Council