

PUBLIC SERVICES COMMITTEE MINUTES

A meeting of the Public Services Committee was held on Tuesday, September 21, 2021 in Committee Room 104 and via electronic meeting, starting at 12:00 p.m. Those in attendance were as follows:

COMMITTEE MEMBERS: Dr. Mark Rinne, Chairman; Bryan Cook; Pete Laybourn; and Tom Segrave.

CITY STAFF: Stefanie Boster, City Attorney; Alessandra McCoy-Fakelman, Deputy City Attorney; Charles Bloom, Planning & Development Department Director; Tom Cobb, City Engineer; Chief John Kopper and Division Chief Byron Matthews, Fire & Rescue Department; Jennifer Escobedo, City/County Health Department; Kris Jones, City Clerk; Seth Lloyd, Planning & Development; and Andy Worshek, Mayor's Chief of Staff.

OTHERS PRESENT: Mayor Patrick Collins; Richard Johnson, City Councilman Ward III and Historic Preservation Board (HPB) Representative; Brad Emmons, AVI Engineering; Darci Hendon, Summit Engineering, LLC; and Patti Riesland, Mayor's Council for People with Disabilities.

AGENDA ITEMS

7. **ORDINANCE –3rd READING –** Amending the Unified Development Code (UDC) to clarify and better facilitate cottage lot development.

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

DISCUSSION: Seth Lloyd, Planning & Development Department provided a staff report and advised the proposed text amendment will modify the term “cottage lot” throughout the UDC. Mr. Lloyd provided examples of “cottage lot” style developments both in the City of Cheyenne and other cities, noting styles include shared open space. Mr. Lloyd reviewed challenges with the current “cottage lot” language including lot coverage and set back requirements and advised a proposed amendment was circulated but upon review, staff requests the committee not amend, an updated amendment will be circulated for the September 27, 2021 meeting of the governing body.

9. **ORDINANCE –2nd READING –** Amending Section 2.76.020(B), Members-Terms-Vacancies, of Chapter 2.76, Downtown Development Authority, of Title 2, Administration and Personnel, of the Code of the City of Cheyenne, Wyoming. (SPONSOR – MR. WHITE)

Dr. Rinne joined the meeting at 12:10 p.m. during discussion and prior to the vote of item #9.

Dr. Rinne moved to approve on 2nd reading, seconded by Mr. Cook. Motion carried with Dr. Rinne and Mr. Cook voting "YES" and Mr. Laybourn voting "NO".

DISCUSSION: Alessandra McCoy-Fakelman, Deputy City Attorney, provided a staff report and advised the code amendment will more accurately reflect past practices of the City Council to select a Downtown Development Authority (DDA) representative noting the selection would be made by the City Council President, not by the Mayor. Upon inquiry, Ms. McCoy-Fakelman provided information on the appointment of boards/committees and advised the difference with the DDA Board is that it is statutorily outlined. Mr. Laybourn spoke against the amendment and supported appointment be made by the Mayor. Mr. Laybourn explained the difference between ex officio and voting members on various boards and noted the representative is a voting member of the DDA Board and that makes the appointment more significant. Dr. Rinne provided background on the re-formation of the DDA Board in the late 1980's after the entire board quit and voiced support for the amendment which would reflect past practices. Kris Jones, City Clerk, provided information on voting and ex officio board representation and advised she would follow up with a complete listing of boards and the voting status on each board.

Mr. Segrave relinquished the chair to Dr. Rinne following the vote on item #9.

10. ORDINANCE –2nd READING – Amending the Official Zoning Map of the City of Cheyenne changing the zoning classification from AG Agricultural to MR Medium-Density Residential, HR High-Density Residential, MUB Mixed-Use Business Emphasis, and CB Community Business for land located northwest of and adjacent to the intersection of Dell Range Boulevard and Whitney Road. (SPONSOR – DR. RINNE)

Mr. Segrave moved to approve on 2nd reading, seconded by Mr. Laybourn. Motion carried by unanimous voice vote.

DISCUSSION: Seth Lloyd, Planning & Development, provided a staff report and advised the proposed zone change is for recently annexed land to the City and provided an explanation of those proposed zones. Upon inquiry, Charles Bloom, Planning & Development Department Director, advised the area to be zoned commercial is between fifteen (15) and seventeen (17) acres. Mr. Lloyd provided information on the exact locations of the proposed commercial zoning. Brad Emmons, AVI Engineering, advised currently no commercial placeholders have been identified and noted consideration is being given to maintaining barn and housing structures on the property for a possible event center. Additional discussion included the redevelopment of the intersection and traffic studies.

15. RESOLUTION – To honor William R. 'Bill' Dubois and his contributions to the arts and humanities in Cheyenne, Wyoming. (SPONSORS – MR. JOHNSON AND MR. WHITE)

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

DISCUSSION: Richard Johnson, City Councilman Ward III and Historic Preservation Board (HPB) Representative, advised along with Council President Jeff White and the HPB, a resolution has been drafted to recognize Mr. Dubois for his lifelong contributions to the City and noted

October 2021 will be established a Bill Dubois Arts and Humanities Month in Cheyenne, Wyoming. Mr. Segrave voiced support for the resolution.

16. RESOLUTION – Authorizing the Mayor and City Clerk to sign a final plat for Miller Addition, 5th Filing, a replat of Lots 7-18, Block 3 and Dean Court, Miller Addition, Cheyenne, Laramie County, Wyoming (located north of Miller Lane, between Sunset Drive and Townsend Place) (SPONSOR – DR. RINNE)

Mr. Segrave moved to adopt with staff condition #1 to note ownership of Lots 1, 14, and 21, seconded by Mr. Cook. Motion carried with Mr. Cook and Mr. Segrave voting “YES” and Mr. Laybourn voting “NO”.

DISCUSSION: Seth Lloyd, Planning & Development, provided a staff report and advised the application is to replat the land for cottage lot development and noted 18 lots will be developed with 3 empty lots. Upon inquiry, Mr. Lloyd explained the recommended condition to define ownership of the 3 empty lots and requested the inclusion of the conditions in the motion. Brad Emmons, AVI Engineering, advised the 3 empty lots would be divided and added in 1/18th increments to the 18 developed lots. Upon inquiry, Mr. Emmons further explained the open area development and what amenities will be included.

17. RESOLUTION – Granting an exception to the ‘201 Agreement’ for the owner of the property located at 5057 Loving Trail to allow installation of an on-site septic system located within the city. (SPONSOR – DR. RINNE)

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

DISCUSSION: Charles Bloom, Planning & Development Department Director, provided a staff report and advised the resolution will allow for installation of a temporary septic system be installed to service temporary office buildings during the development of utilities to the property. Mr. Segrave voiced support for the resolution for health and safety. Upon inquiry, Mr. Bloom advised the conditions are included in the resolution.

There being no further items for the agenda to come before the Public Services Committee, the meeting was adjourned at 12:52 p.m.

Submitted by,



Jennifer McClelland

Executive Assistant to the Cheyenne City Council