

PUBLIC SERVICES COMMITTEE MINUTES

A meeting of the Public Services Committee was held on Tuesday, November 2, 2021 at the Kiwanis Community House (due to Municipal Building closure) 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; Kris Jones, City Clerk; Mark Christensen, and Seth Lloyd, Planning & Development Department; Chief John Kopper, Fire & Rescue Department; Lara White, City Attorney's Office Manager and Tom Mason, Metropolitan Planning Organization Director.

OTHERS PRESENT: Patti Riesland, Mayor's Council for People with Disabilities.

AGENDA ITEMS

12. **ORDINANCE –3rd READING** – Annexing to the City of Cheyenne, Wyoming, land located southwest of the intersection of Braehill Road, Parkhill Road, and Panorama Drive.

Mr. Cook arrived at the meeting during discussion and prior to the vote item #12 at 12:01 p.m.

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

DISCUSSION: Seth Lloyd, Planning & Development, provided a staff report and advised no changes have been made since approval on 2nd reading at the October 25, 2021 meeting of the governing body.

13. **ORDINANCE –3rd READING** – Amending the Official Zoning Map of the City of Cheyenne changing the zoning classification from County AR Agricultural Residential to MR Medium-Density Residential for land located southwest of the intersection of Braehill Road, Parkhill Road, and Panorama Drive.

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

DISCUSSION: Seth Lloyd, Planning & Development Department, provided a staff report and advised a substitute ordinance, which was approved on 2nd reading at the October 25, 2021 meeting of the governing body, changed the County zoning to LR Low Density Residential and noted there are no additional changes.

14. ORDINANCE –2nd READING – Amending the Unified Development Code (UDC) to modify Articles 2.1 and 2.2 regarding posted and published notice requirements for divisions of land and zoning applications. (SPONSOR – DR. RINNE)

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

DISCUSSION: Mark Christensen, and Seth Lloyd, Planning & Development Department, provided a staff report and advised the proposed text amendment will outline posted and published notice requirements for all applications submitted to the Planning & Development Department and removes the requirement to post a new notice after postponement; allows the Council and Commission to postpone an application more than once without the applicant's consent; clarifies the posted notice requirement for City-initiated zoning applications; and requires the City to mail notice to the affected property owners for City-initiated zoning applications. Mr. Christensen noted the amendment stems from staff concerns with current procedures and reported the Planning Commission voted unanimously to recommend to the governing body at their October 18, 2021 meeting. Upon inquiry, Charles Bloom, Planning & Development Department Director, addressed concerns related to the effectiveness of mailing notices and Mr. Christensen added due to costs, certified mail is not used for notices. Mr. Christensen provided information on the postponement process and reasons for multiple postponements include allowing staff adequate time, if needed, to ensure all issues are resolved prior to approval.

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

Submitted by,



Jennifer McClelland

Executive Assistant to the Cheyenne City Council