

PUBLIC SERVICES COMMITTEE MINUTES

A meeting of the Public Services Committee was held on Tuesday, November 16, 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; Mark Christensen, and Seth Lloyd, Planning & Development Department; Jeanne Vetter, Parks & Greenway Planner; Tom Cobb, City Engineer; Andy Worshek, Mayor's Chief of Staff; Lara White, City Attorney's Office Manager; Tom Mason, Metropolitan Planning Organization (MPO) Director; and Jillian Harris, MPO Senior Planner.

OTHERS PRESENT: Mayor Patrick Collins; Bruce Perryman, AVI Engineering; Randi Poupirt; Gunner Malm; Nathan Silberhorn, AYRES Associates; and Jeremy Arneson.

AGENDA ITEMS

Note: This meeting had significant audio and connectivity issues throughout the meeting therefore the recorded audio version of the meeting is poor quality.

10. **ORDINANCE –3rd 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.

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

DISCUSSION: Mark Christensen, Planning & Development Department, provided a staff report and advised staff recommends approval and no other changes have been proposed since 2nd reading at the November 8, 2021, meeting of the governing body.

12. **ORDINANCE –2nd READING** – Annexing to the City of Cheyenne, Wyoming, land located northeast of the intersection of Old Happy Jack Road and Westland Road. (SPONSOR – DR. RINNE)

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

DISCUSSION: Mark Christensen, Planning & Development Department, provided a staff report and advised the annexation application meets the review criteria and staff recommends approval noting development plans are for an auto repair business.

13. **ORDINANCE –2nd READING** – Amending the Official Zoning Map of the City of Cheyenne changing the zoning classification from County LI Light Industrial to LI Light Industrial for land located northeast of the intersection of Old Happy Jack Road and Westland Road. (SPONSOR – DR. RINNE)

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

DISCUSSION: Mark Christensen, Planning & Development Department, provided a staff report and advised the proposed zone change, which is related to the previous item, #12, meets the review criteria and staff recommends approval.

14. **ORDINANCE –2nd READING** – Amending the Official Zoning Map of the City of Cheyenne changing the zoning classification from HR High-Density Residential to CB Community Business for land located southeast of and adjacent to the intersection of Western Hills Boulevard and Osage Avenue. (SPONSOR – DR. RINNE)

Following the clerk reading item #14, Mr. Segrave declared a conflict due to a business relationship with the applicant and vacated the meeting room. He returned following the vote on this item.

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

DISCUSSION: Mark Christensen, Planning & Development Department, provided a staff report and advised the application for the zone change meets the review criteria and is currently developed with a multifamily apartment building noting future development is anticipated as an expansion of a neighboring commercial property. Mr. Christensen provided information from the hearing of the item at the November 1, 2021, Planning Commission meeting and advised the recommendation of that body was to deny the application based on concerns with parking in the area. Mr. Cook voiced concerns with increased traffic and available development parking. Mr. Christensen explained the redevelopment process of the property would include an approved site plan. Jeremy Arneson, 4001 Snyder Avenue, spoke against rezoning siting concerns with parking and the proximity of the lot to a school zone. Upon inquiry, Mr. Christensen explained the current zoning could potentially have a greater effect on parking if residential redevelopment was to occur.

15. **RESOLUTION** – Authorizing the Mayor and the City Clerk to sign a final plat for Meadowlark Estates, 2nd Filing, a replat of Tract 1 and a portion of Tracts 2-9 of Meadowlark Estates, Cheyenne, Laramie County, Wyoming (located northeast of and adjacent to the intersection of Dell Range Boulevard and Whitney Road). (SPONSOR – DR. RINNE)

Mr. Cook moved to adopt with the condition that the final plat would not be signed until the development agreement has been approved by the governing body, seconded by Mr. Segrave. Motion carried by unanimous voice vote.

DISCUSSION: Mark Christensen, Planning & Development Department, provided a staff report and advised the application is to plat 17 acres of land for 55 single-unit residential lots and one commercial lot with associated public rights-of-way and is consistent with the approved preliminary plat. Mr. Christensen advised staff recommends approval of the final plat, with the condition that a development agreement has been approved by the governing body. Upon inquiry, Mr. Christensen provided information on access along arterial arteries including Dell Range Boulevard. Tom Cobb, City Engineer, confirmed there would be no access to the development from Dell Range Boulevard and advised the developer will provide a partial sidewalk along Whitney Road to the first driveway. Bruce Perryman, AVI Engineering and representative for the developer, advised all access to lots will be internal to the development noting the development agreement negotiations are in the final stages. Upon inquiry, Stefanie Boster, City Attorney, provided guidance for including the condition in the motion.

17. RESOLUTION – Certifying the Converse Avenue Reconstruction Plan. (SPONSOR – DR. RINNE)

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

DISCUSSION: Jillian Harris, MPO Senior Planner, provided a staff report and advised the proposed reconstruction plan provides preliminary design for intersection improvements and addresses roadway deficiencies, traffic safety problems, traffic volume growth, multimodal needs, environmental and drainage constraints, aligned roadway functionality and planned land uses. Nathan Silberhorn, AYRES Associates, provided a high-level overview of the scope and goals of the project and reviewed public involvement including focus groups and various steering committees. Mr. Silberhorn provided information on multiple design features that would improve traffic flow as they are recommended in the study. Upon inquiry, Tom Cobb, City Attorney, provided information related to relocation of Fire Station #5 including negotiations with the Cole family and a potential roundabout at the Converse and Carlson intersection. Tom Mason, MPO Director, provided information on the future extension of Converse Avenue into the county noting the necessary right-a-way is available for development. Randi Pouppirt, 2314 Dell Range Boulevard, spoke against the “preferred” design of the intersection at Converse and Dell Range noting the design would decrease parking significantly rendering his property useless. Mr. Pouppirt supported the “alternate” design and requested support from the committee and future support of the governing body in redevelopment of the intersection. Mr. Cook voiced support in continuing involvement in the project. Mr. Silberhorn provided specifics on the “preferred” (northeast expansion) and “alternate” (northwest expansion) designs noting the alternate design has traffic lane alignment issues. Mr. Mason advised the committee that there are still many aspects of this project to be considered by the City Engineer’s office before final recommendation would be made noting adoption of the proposed plan is the first step in the process. Mr. Cobb provided information related to a final plan noting there will be a full public inquiry process.

Additional discussion included long term traffic on to Storey Boulevard and possible expansion, hand solutions to snow accumulation along Converse Avenue.

18. LEASES/CONTRACTS/LLEGAL:

- 1) Grant of Access Easement and Temporary Construction Easement on City Owned Property, Tract H, Sweetgrass 1st Filing, between the City of Cheyenne and Sweetgrass Land Co. LLC.

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

DISCUSSION: Jeanne Vetter, Parks & Greenway Planner, provided a staff report and advised the item for consideration is a grant of easement for construction access and upon inquiry, clarified it would also provide permanent access to residential development adjacent to the greenway

There being no further items for the agenda to come before the Public Services Committee, the meeting was adjourned at 1:32 p.m.

Submitted by,



Jennifer McClelland

Executive Assistant to the Cheyenne City Council