

## **PUBLIC SERVICES COMMITTEE MINUTES**

A meeting of the Public Services Committee was held on Tuesday, March 8, 2022, 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:** Bryan Cook, Chairman; Pete Laybourn; Dr. Mark Rinne; and Tom Segrave.

**CITY STAFF:** Stefanie Boster, City Attorney; Charles Bloom, Planning & Development Department Director; Seth Lloyd and Mark Christensen, Planning & Development Department; Eric Fountain, Compliance Director; Tom Cobb, City Engineer; Tom Mason, Metropolitan Planning Organization (MPO) Director; Andy Worshek, Mayor's Chief of Staff; and Kris Jones, City Clerk.

**OTHERS PRESENT:** Mayor Patrick Collins; Casey Palma, Palma Land Planning; Brad Emmons, AVI Engineering; Lee Martin; and Patti Riesland, Mayor's Council for People with Disabilities.

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### **AGENDA ITEMS**

8. **ORDINANCE –3<sup>rd</sup> READING** – Amending the Unified Development Code (UDC) of the City of Cheyenne, Wyoming, to Table 5-1: Zoning District Uses in UDC Section 5.1.4, Districts and Uses, amending the Permissibility of Various Uses.

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

**DISCUSSION:** Charles Bloom, Planning & Development Department Director, provided a staff report and advised no additional information has been provided since 2<sup>nd</sup> reading at the February 28, 2022, meeting of the governing body.

9. **ORDINANCE –3<sup>rd</sup> READING** – Amending the Unified Development Code (UDC) to create a Common Landscaping Plan and definition of Development Footprint.

Mr. Laybourn moved to approve on 3<sup>rd</sup> and final reading, seconded by Dr. Rinne. Mr. Segrave moved to postpone until the March 28, 2022, meeting of the governing body, seconded by Mr. Laybourn. Motion to postpone carried by unanimous voice vote.

**DISCUSSION:** Charles Bloom, Planning & Development Department Director, provided a staff report and advised that since 2<sup>nd</sup> reading at the February 28, 2022, meeting of the governing body additional concerns have been brought to staff's attention including language, administrative flexibility regarding street trees and tree diversity standards and requested a two (2) week postponement to review the concerns. Mr. Laybourn expressed interest in reviewing the concerns

with staff. Upon inquiry, Mr. Bloom provided information related to street trees, right-of-way, and site vision triangles. Casey Palma, Palma Land Planning, expressed support for the postponement and advised he is currently working with a landscape architect on a project using these proposed standards and questions have arisen.

10. ORDINANCE –3<sup>rd</sup> READING – Annexing to the City of Cheyenne, Wyoming, land located east of Southwest Drive, south of I-80.

Mr. Laybourn moved to approve on 3<sup>rd</sup> 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 no additional changes have been made to the application since 2<sup>nd</sup> reading at the February 28, 2022, meeting of the governing body.

11. ORDINANCE –3<sup>rd</sup> READING – Amending the Official Zoning Map of the City of Cheyenne changing the zoning classification from County MU Mixed Use to AG Agricultural for land located east of Southwest Drive, south of I-80.

Dr. Rinne moved to approve on 3<sup>rd</sup> 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 no additional changes have been made to the application since 2<sup>nd</sup> reading at the February 28, 2022, meeting of the governing body.

12. ORDINANCE –3<sup>rd</sup> READING – Amending the Official Zoning Map of the City of Cheyenne changing the zoning classification from CB Community Business to HI Heavy Industrial for land located north of Campstool Road, west of Progress Circle.

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

**DISCUSSION:** Seth Lloyd, Planning & Development Department, provided a staff report and advised no additional changes have been made to the application since 2<sup>nd</sup> reading at the February 28, 2022, meeting of the governing body. Upon inquiry, Mr. Lloyd provided information related to screening requirements to adjacent properties. Brad Emmons, AVI Engineering, made himself available for questions.

15. ORDINANCE –2<sup>nd</sup> READING – Amending the Unified Development Code (UDC) repealing UDC 5.4.7, UU – Urban Use Overlay District, and creating UDC 5.6.9, UU – Urban Use Overlay District. (SPONSOR – MR. COOK)

Dr. Rinne moved to approve on 2<sup>nd</sup> reading, seconded by Mr. Segrave. Motion carried by unanimous voice vote.

**DISCUSSION:** Mark Christensen, Planning & Development Department, provided a staff report and advised the proposed amendment will move the overlay district to the correct section of City Code and provide for additional utilization of such a district within the city. Upon inquiry, Mr. Christensen provided examples of other locations that may wish to utilize this type of district and noted current zoning would not be affected as a result of this amendment.

16. **ORDINANCE –2<sup>nd</sup> READING – Amending the Official Zoning Map of the City of Cheyenne changing the zoning classification from P Public District to CB Community Business for land located southwest of and adjacent to the intersection of Cleveland Avenue and U.S. 30. (SPONSOR – MR. COOK)**

Mr. Segrave moved to approve on 2<sup>nd</sup> 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 zoning amendment will allow for future development of property which is currently occupied by a fire station. Upon inquiry, Mr. Christensen advised the amended zone does not prohibit the current use.

23. **RESOLUTION – Permitting the possession of open containers within the Downtown District Boundaries for the ‘Tales and Ales’ Pub Crawl to be held on April 2, 2022. (SPONSORS – MR. COOK, MR. JOHNSON, DR. RINNE, MR. ROYBAL AND MR. WHITE)**

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

**DISCUSSION:** Stefanie Boster, City Attorney, provided a staff report and advised the proposed resolution was requested by the Downtown Development Authority (DDA) to allow for open containers outside of the approved time frame of Memorial Day to Labor Day. Mr. Laybourn expressed concerns with the dispensing of beverages and the use of a designated cups. Kris Jones, City Clerk, provided a history of events and usage of a designated cup.

24. **RESOLUTION – Renaming Ernste Drive to Richard Martin Drive. (SPONSOR – MR. COOK)**

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

**DISCUSSION:** Tom Cobb, City Engineer, provided a staff report and advised the proposed renaming was requested by the owner/developer of Harmony Valley and upon review, staff recommends approval.

25. **RESOLUTION – Certifying Planning Commission action amending the Cheyenne Area Future Land Use Plan & Transportation Map of PlanCheyenne Plan to change the land use category from open space and parks to Community Business for an area of land located southwest of the intersection of Cleveland Ave and U.S. 30, correct land use categories of**

lands throughout the City inadvertently applied with previous map adoption, modify roadway designations of specific roads that inadvertently applied with previous map adoption, and modify roadway designations in accordance with previously approved plans. (SPONSOR – MR. COOK)

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

**DISCUSSION:** Mark Christensen, Planning & Development Department, provided a staff report and advised the proposed amendment includes various locations, property owners, and zoning districts. Mr. Christensen provided information on the land use category changes including those at the intersection of Cleveland Avenue and U.S. 30 and land roughly located between Omaha Road, Ridge Road, and E. Lincolnway. Tom Mason, MPO Director, provided information on the various requests to amend functional street/road classifications contained in the transportation map and upon inquiry, advised that the master update in 2020 did not examine each street segment and provided information related to the determination of classification.

**OTHER BUSINESS:**

Mr. Laybourn expressed interest in reconsidering a resolution that failed at the meeting of the governing body on February 28, 2022, to authorize the Mayor and the City Clerk to sign a Final Plat for Sweetgrass, 9<sup>th</sup> Filing, a Replat of all of Lot 1, Block 4, Sweetgrass, 1<sup>st</sup> Filing situated in the N1/2 of Section 16, Township 13 North, Range 66 West of the 6<sup>th</sup> P.M., City of Cheyenne, Laramie County, Wyoming (located south of East Murray Drive west and adjacent to Sweetgrass Drive). Mr. Laybourn noted a meeting had been scheduled with the applicant and the Planning & Development Department to further discuss the proposed plat.

There being no further items for the agenda to come before the Public Services Committee, the meeting was adjourned at 12:56 p.m.

Submitted by,



Jennifer McClelland

Executive Assistant to the Cheyenne City Council