

PUBLIC SERVICES COMMITTEE MINUTES

A meeting of the Public Services Committee was held on Tuesday, March 22, 2022, at the Kiwanis Community House (due to Municipal Building closure) and via electronic meeting, starting at 12:01 p.m. Those in attendance were as follows:

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

CITY STAFF: Stefanie Boster, City Attorney; Charles Bloom, Planning & Development Department Director; Seth Lloyd, Connor White, and Mark Christensen, Planning & Development Department; Tom Cobb, City Engineer; Andy Worshek, Mayor's Chief of Staff; and Kris Jones, City Clerk.

OTHERS PRESENT: Mayor Patrick Collins; Councilwoman Michelle Aldrich, Ward III; Councilman Richard Johnson, Ward III; Casey Palma, Palma Land Planning; Mark Stec; Bob Wilson; Annette Williams; and Patti Riesland, Mayor's Council for People with Disabilities.

AGENDA ITEMS

8. **ORDINANCE –3rd READING** – Amending the Unified Development Code (UDC) to create a Common Landscaping Plan and definition of Development Footprint. (POSTPONED FROM 03-14-22)

Mr. Segrave moved to approve on 3rd and final reading, seconded by Dr. Rinne. Dr. Rinne moved to postpone to the April 11, 2022, meeting of the governing body, seconded by Mr. Segrave. Motion to postpone carried by unanimous voice vote.

DISCUSSION: Charles Bloom, Planning & Development Department Director, provided a staff report and advised staff is working with LEAD's and a landscape architect on amendments. Mr. Bloom requested an additional two (2) week postponement to finalize the amendments and present a completed substitute to the governing body.

14. **ORDINANCE –3rd 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.

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

DISCUSSION: Mark Christensen, Planning & Development Department, provided a staff report and advised no additional changes have been made since 2nd reading at the March 14, 2022, meeting of the governing body.

15. ORDINANCE –3rd 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.

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

DISCUSSION: Mark Christensen, Planning & Development Department, provided a staff report and advised no additional changes have been made to the application since 2nd reading at the March 14, 2022, meeting of the governing body. Upon inquiry, Mr. Christensen advised homeowners within 300 feet of the zone change have been notified by mail of the zone change and staff has received a few phone calls regarding future redevelopment noting there is no plan for redevelopment at this time. Dr. Aldrich voiced concerns related to placement zone change signage.

16. ORDINANCE –2nd READING – Amending the Official Zoning Map of the City of Cheyenne changing the zoning classification from MUB Mixed-Use Business Emphasis to CB Community Business for land located southeast of the intersection of College Drive and Charles Street. (SPONSOR – MR. COOK)

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

DISCUSSION: Seth Lloyd, Planning & Development Department, provided a staff report and advised the proposed zone change is compatible with the surrounding area and noted the differences between the MUB Mixed-Use Business Emphasis and CB Community Business zones including set back requirements. Mark Stec provided information related to the development of the property and noted the zone change will allow for a drive through.

17. ORDINANCE –2nd READING – Creating a new Section 9.01.010, Definitions of Title 9, Public Peace and Welfare, of the Code of the City of Cheyenne, Wyoming. (SPONSOR – MR. JOHNSON)

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

DISCUSSION: Councilman Richard Johnson, sponsor of the item, advised the creation of the section will complement the recently approved anti bias ordinance and was requested by the Cheyenne Police Department. Mr. Johnson noted discrepancies have been identified and a substitute will be presented at the meeting of the governing body on March 28, 2022, and reviewed changes to be proposed. Stefanie Boster, City Attorney, agreed with Mr. Johnson's explanation of proposed changes and reiterated a substitute will be available at the next meeting of the governing body. Bob Wilson, voiced appreciation to councilmembers and staff for the continued work to get the language in the ordinance clear and provided additional information related to the identified discrepancies. Upon inquiry, Ms. Boster advised the recommendations by Mr. Wilson would all be considered.

24. **RESOLUTION** – Authorizing the Mayor and the City Clerk to sign a Final Plat for Olivet Cemetery, 4th Filing, a replat of a portion of Olivet Cemetery, 3rd Filing and plat of a portion of the southeast quarter of the southeast quarter of Section 30, Township 14 North, Range 66 West, of the 6th P.M., Cheyenne, Laramie County, Wyoming (located northwest of the intersection of Pershing Boulevard and Airport Parkway). (SPONSOR – MR. COOK)

Dr. Rinne adopt, seconded by Mr. Segrave. Mr. Segrave moved to amend by substitute revised final plat map which includes technical corrections, seconded by Dr. Rinne. Motion to amend carried by unanimous voice vote. Main motion, as amended, carried by unanimous voice vote.

DISCUSSION: Seth Lloyd, Planning & Development Department, provided a staff report and advised the proposed final plat includes replating and platting land not previously platted, for cemetery operations. Mr. Lloyd requested an amendment with a substitute map which includes technical corrections. Casey Palma, Palma Land Planning, acknowledged a typo in the date on the map which will be corrected at the final recording of the map and provided information on the number of cemetery plots included in this final plat. Additional discussion included finalization of the map and date.

25. **RESOLUTION** – Authorizing the Mayor and the City Clerk to sign a Final Plat for Rocking A at Sweetgrass, a subdivision of a replat of all of Lots 100 & 200, Block 15, Inclusive, Sweetgrass, 6th Filing and all of Tract U Sweetgrass, 2nd Filing along with a ± 61,911 sqft portion of abutting unplatted lands situated in the N1/4 of Section 16, Township 13 North, Range 66 West of the 6th P.M., City of Cheyenne, Laramie County, Wyoming (located South of East Murray Road East and adjacent to Sweetgrass Drive). (SPONSOR – MR. COOK)

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

DISCUSSION: Connor White, Planning & Development Department, provided a staff report and advised the proposed final plat includes a 15.3-acre parcel of land to create 89 lots for cluster home development. Upon inquiry, Mr. White provided information related to entering and exiting the subdivision and explained the expedited plat process including why the documents are stamped “preliminary plat”. Casey Palma, Palma Land Planning, advised the development includes thirty five percent (35%) of open space and noted construction will start in May.

OTHER ITEMS FOR THE AGENDA:

Annette Williams requested to speak under other items for the agenda. Chairman Cook advised Ms. Williams that other business from the public is normally not permitted at committee meetings and that the appropriate time would be at a meeting of the governing body however, because Ms. Williams attended the meeting in person, he would allow her to speak. Ms. Williams provided information related to a Military Banner Project she hoped to present in downtown Cheyenne. Ms. Williams voiced concerns on various Unified Development Code’s (UDC) related to signage noting the banners in question would be temporary.

There being no further items for the agenda to come before the Public Services Committee, the meeting was adjourned at 1:04 p.m.

Submitted by,

A handwritten signature in blue ink that reads "J. McClelland". The signature is written in a cursive style with a large, stylized initial "J".

Jennifer McClelland

Executive Assistant to the Cheyenne City Council