



# BOARD OF ADJUSTMENT MEETING MINUTES

JULY 18, 2024  
6:00 P.M.

**MEMBERS PRESENT:** Mark Moody, Dustin Brown, Erin LeBlanc, Curtis Clabaugh, Markese Green, Linda Burt, Trent Carroll (Chair), Jeffery Boldt (Board Attorney)

**MEMBER ABSENT:** None

**QUORUM PRESENT:** Trent Carroll (Chair) called the meeting to order at 6:00 pm. Roll Call was taken; a quorum was present with seven members in attendance.

**CITY STAFF PRESENT:** Valerie Pickard (Office Manager), AJ Swain (Planner), Erin Fagan (Planner).

**OTHERS PRESENT:** Mark Christensen AVI, PC

**APPROVAL OF MINUTES:** May 16, 2024

Mr. Clabaugh made a motion to approve the minutes from May 16<sup>th</sup> which was seconded by Mr. Brown. Hearing no comments the minutes were approved unanimously.

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**ITEM A:      REQUEST:** PUDC-24-99: Conditional Use request to allow Urban Loft within the CBD zone.

Location: 1808 Oneil Avenue

Agent: AVI pc

Case Planner: AJ Swain, Planner I

Mrs. Pickard read Item A into the record.

Mr. Swain gave the staff report.

Mr. Carroll asked any questions for staff, hearing none he asked if anyone was speaking on the applicant's behalf.

Mr. Christensen gave an overview of the project. Planning Staff is amenable to the proposed design of the building. We will have a dog park, lobby and outdoor grilling space. We believe this is complimentary to the surrounding area. Two neighbors reached out after we sent out our

notification letters, one with general questions and one with concerns about parking. We have discussed project details with each of these.

Ms. Burt: Will these be studios, one bedrooms...?

Mr. Christensen stated that we are proposing 17 studio, 35 1 bedroom, 25 2 bedrooms and 23 1 bedrooms with a den.

Mr. Moody: Regarding number 4, do you think that this might change? Would you like to make it more open for change?

Mr. Christensen: It will be similar to the rendering, there might be some changes to color to be more complimentary to Cheyenne.

Moody: Has the TIF been approved been approved by City Council?

Christensen: There are a number of things that need to be done. Getting the Conditional Use approved will help us to move forward with TIF. The URA Board passed this project with a condition of a financial feasibility study to show a need for TIF. We expect this to be done in August. We are also pursuing a plat to consolidate the lots and vacate a portion of the alley.

Mr. Carroll asked if there were any more public comments, hearing none, public comment was closed.

Mr. Green moved to approve Conditional Use, Moody seconded the motion.

Mr. Carroll asked for any discussion, hearing none he called roll for the vote.

All members of the commission voted yes.

**RESULT: The motion passed with all members present voting yes**

**OTHER BUSINESS:**

- Text Amendments – Updated UDC
  - i. Accessory Buildings
  - ii. Child Care
- Planner I

**ADJOURNED: 6:13pm**



Produced by City Staff



Board Official

*\* Minutes are meant to provide a brief summary of the meeting's action items, discussions, and decisions made. For more detailed information, please refer to the audio recording found on the City of Cheyenne's website.*