

**CITY OF CHEYENNE  
PLANNING COMMISSION MINUTES  
June 3, 2024  
6:00 P.M.**

**MEMBERS PRESENT:** Bob Mathia, Chair; Boyd Wiggam, Vice-Chair; Meghan Connor, Secretary, Darrell Hibbens, Amy Hernandez

**MEMBERS ABSENT:** Bryan Thomas, Tony Laird

**CITY STAFF PRESENT:** Stephanie Boster, City Attorney; Charles Bloom, AICP, Planning and Development Director; Valerie Pickard, Planning & Development Office Manager; Sophia Maes, Planner I; Connor White, Planner II, Seth Lloyd, Senior Planner

**OTHERS PRESENT:** Codee Dalton, Casey Palma

**ITEM 1: CALL MEETING TO ORDER / ROLL CALL**

Bob Mathia, Chair, called the meeting to order at 6:00 PM

Roll Call was done by Connor White, Planner II. There was a quorum with 4 members present.

**ITEM 2: APPROVAL OF AGENDA AND MINUTES**

Ms. Connor made a motion to approve the May 6<sup>th</sup> meeting minutes. Mr. Wiggam seconded the motion. The minutes were approved unanimously.

**ITEM 3: DISCLOSURES**

None

**ITEM 4: PLANNING PROJECTS**

**ITEM A:** Postponed from 5/6/2024  
[PUDC-24-33 / Foxcrest 4<sup>th</sup> Filing, Expedited Plat](#)  
Agent: Shane Hansen, Steil Surveying  
Case Planner: Sophia Maes, Planner I

Connor White, Planner II, read the item into the record.

Shane Hansen, agent, was not present.

Sophia Maes, Planner I, presented the postponement memo. She stated the applicant requested to postpone this item again until the July 1<sup>st</sup>, 2024 meeting.

Mr. Mathia asked if the Commission had any questions for Ms. Maes.

Mr. Hibbens made a motion to postpone this item to the July 1<sup>st</sup>, 2024 Planning Commission meeting. Ms. Connor seconded the motion.

Roll Call: Motion to approve the item was passed unanimously by a vote of 3-0.

**ITEM B:** [PUDC-24-79 / 3423 Ridge Road, Zoning Map Amendment](#)  
Agent: Casey Palma, Palma Land Planning  
Case Planner: Connor White, Planner II

*\* Minutes are meant to provide a brief summary of the meeting's action items, discussions, and decisions made. For more detailed information, please request a recording from the Planning & Development Staff.*

Connor White, Planner II, read the item into the record.

Casey Palma, agent, presented the item. He stated the item was a zone change from MUB to CB of an underutilized property. His client wants to purchase the property for commercial development, likely a car wash.

Connor White, Planner II, gave the staff report. He stated the property is 4.07 acres and is located between Charles St and Cheyenne St on Ridge Rd. The current zoning is Mixed-use Business and is Mixed-use Commercial on the Future Land Use Map. It is surrounded by Mixed-use Business, Community Business, and Residential. It is currently undeveloped. Applicant is looking to rezone into CB to allow further setbacks. CB zone allows for uses in alignment with the Future Land Use map. Staff recommends approval of the zoning map amendment.

Mr. Mathia asked if the Commission had any questions for Mr. White.

Mr. Wiggam asked if we look for a buffer zone between CB and MR zones. Mr. White confirmed that there will be a buffer between the southeastern corner and where MR touches the property directly.

Ms. Connor asked how staff saw access to the school since Ridge Road is a busy area. Mr. White stated the City Engineering office would evaluate Ridge Rd and other adjacent streets during the Site Plan review. Mr. Palma stated that the Engineering department may consider shared access mid-block may be suitable (one access on Ridge Road), one access onto Cheyenne St, and one access onto Charles St.

Mr. Wiggam asked Mr. Palma about his ideas for a buffer for residences across Ridge Road. Mr. Palma stated he has not received any concerns from neighbors about CB uses but will provide a Level II landscape buffer. He will also likely provide a pedestrian easement across from Ridge and provide street trees. He stated that there will not be a big-box store at this site due to the size of the lot and may become a self-serve car wash for larger vehicles (RVs, trailers, etc.) and smaller offices. Mr. White confirmed it would be a Level II landscape buffer.

Mr. Mathia asked if semi-trailers would have access. Mr. Palma said no.

Ms. Hernandez stated she was in attendance on Zoom.

Codee Dalton with #1 Properties stated that she is the listing agent for this property, and it has been on the market for 2 years. She stated that feedback from neighbors of this property is to see development there, with a CB use instead of a tall building.

Ms. Connor made a motion to approve the rezoning of Tracts 3 and 4, Sunny Side Addition to CB Community Business as shown in the attached zone change map, noting that the project meets the review criteria for approval. Mr. Wiggam seconded the motion.

Roll Call: The motion to approve the item passed unanimously by a vote of 4-0.

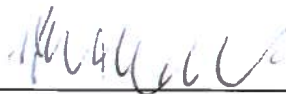
**ITEM 5: OTHER BUSINESS/STAFF ANNOUNCEMENTS**

- Mr. Bloom stated there would be no Mid-Month Planning Commission this June.

**ITEM 6: MEETING ADJOURNED 6:19 PM**



Staff Signature



Board Officer

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