

**Minutes of the Proceedings**  
**Laramie County Planning Commission**  
**Prepared by the Laramie County Planning & Development Office**  
**Laramie County Wyoming**

Thursday, September 23, 2010

- 100923 00** The Laramie County Planning Commission met in regular session on September 23, 2010 at 3:30 p.m.

Those in attendance were Commissioner Jody Clark, Chairman; Commissioners Jim Ward and Bert Macy; Director of Planning & Development Gary Kranse; Recording Secretary Nancy Trimble.

Those signing the meeting register were Yvonne Ware, Laramie County Fair Office; Pam Freeman, Laramie County Fair Board; Lisa Pafford, Cheyenne Building & Development Office; Carl Schadel, Robinson Brick Company.

- 01** Review and action of the Zone District Change from ASU (Archer Special Use District) to a PUD (Planned Unit Development) for the following location: A portion of Sections 27 & 28, T. 14 N., R. 65 W., of the 6th P.M., Laramie County, WY, located south of I-80 at mile marker 370.

Gary Kranse, Director of Planning & Development, presented the revised PUD, as applicant and owner, for the Archer Complex. He stated the preliminary draft was presented to the Planning Commission on August 12, 2010, and since that time, all comments have been addressed to some level of satisfaction, yet there were still some concerns and comments to discuss -- one comment was why are we going through this process? Mr. Kranse answered there were certain restrictions under the ASU zoning, such as site plan requirements. As the Archer Complex is a special area, it deserves a different look as to landscaping, etc., and would require variances under the existing ASU zoning, in order to preserve the flexibility and rural feel of the property, as it was promised to the taxpayers and citizens to remain rural. He also mentioned there were several items that relate to the gateway area, where the quality of development needs to be preserved with regard to design standards, particularly near the entrance area, as this area is very important since it sets the tone for the rest of the development. The current projects represent a type of quality we want to preserve.

Mr. Kranse clarified that the PUD also established types of uses, limited open space uses, and would allow usage such as a transmission facility. This would be an example of a specific use that could be allowed, without having to require various zone districts to accommodate uses. He then asked if the commission members had any questions, and emphasized the desire to move forward due to site plans in the process now, which would require variances under the current regulations if this zone change didn't get into place. He explained that we would like to present the final PUD to the Board of County Commissioners at their next meeting.

Commissioner Clark said the commission would hold their questions and comments until after the public hearing, which she then opened to anyone wanting to make comments. Yvonne Ware, Laramie County Fair Office, came forward and stated that their facilities were also in the Archer Complex. She wanted it to be considered that the fairgrounds not be placed in the PUD zone change, as the new development was quite a ways off. She stated that some requirements had already been violated, and referred to page 28 of the PUD, where it prohibited use of certain materials as exterior finish material. She gave examples of buildings on-site that were finished with split face and solid block, in which the majority of the blocks had been donated by Robinson Brick Company, and stated she was concerned about violations. She also mentioned two multi-use metal buildings on the site, and expressed her concern that there may be buildings that were facing the wrong way, and couldn't remember if the PUD mentioned that with regard to only the gateway area or not. She stated she was mainly asking not to include the fairgrounds considering the specifics would be different, as the standards for the office complex area and the fairgrounds were not comparable.

Ms. Ware further explained that the fairgrounds have relied heavily on donations to help build, and if these standards were applied, it would be difficult to seek funds/donations, as the quality would be hard to achieve. She stated that they have built nice, multi-purpose buildings, and have kept the maintenance costs down, so those savings can be passed on in the rental of the buildings to other organizations. The lower costs also benefit other events for Magic City, home-schooled children, and weddings/receptions. Ms. Ware felt that they have been good about working with the Planning Department on the construction of these buildings.

Commissioner Ward asked if it was possible to cut out the fairgrounds? Gary Kranse answered that the property was owned by the County; therefore, the proposed zoning would be for the entire property. The question would be for the Board of County Commissioners -- would it be appropriate to not zone their own property? The standards are compatible with what's out there, and the existing structures would be grandfathered. He stated there would be a higher standard expected in the gateway area, and that the decision was up to the Board of County Commissioners as the property was all owned by the County, and there were no divisions or specific areas. Mr. Kranse believed the Board of County Commissioners would want the entire property zoned, as it would provide protection in the future, and also eliminated some requirements that the City of Cheyenne may place on the property.

Yvonne Ware said she believed that yes, the County needed the higher standard, but felt that the more you pay for a building, the more you would have to get out of it in rental costs. If a building couldn't be rented out due to higher rates, it would remain vacant more of the time. If the 6th penny tax was passed, the taxpayers would pay for it then, and then again when they rented a building.

Gary Kranse stated the new building permitted for construction at Archer would meet the criteria. Commissioner Clark clarified that the standards were just higher in the gateway area, not where this building would be constructed.

Commissioner Clark asked about barns like the ones used for Frontier Days, as they were metal buildings. Mr. Kranse stated that type of building was okay for the general area, just not in the gateway area.

Commissioner Clark asked if the Fair Board helped pay for the new building. Ms. Ware answered they had paid for everything out at Archer up to this point, and 118 acres - which included the homestead - was under specific care of the Fair Board, for future fairgrounds, remodeling of existing houses. She stated the Community center had been paid for from the mill levy, with the exception of the \$30,000 building for the Kiwanis. Commissioner Clark asked if the County owned the buildings? Would the Motocross organization have to pay for their buildings, and would the County retain ownership of the property? In other words, if the Motocross organization constructed the building, and had to walk away, they would lose the building? Mr. Kranse answered that basically, the different organizations were required to build their own structures, but at the end of the day, the County would still own it. Commissioner Macy stated that in the situation with the Fair Board, it was still owned by the County, but the Fair Board ran the day-to-day operations. Mr. Kranse stated the PUD does not mention that at all.

Ms. Ware asked what happened to the existing fairground buildings after the PUD zone change was in place? Mr. Kranse answered nothing. Ms. Ware asked who would control all the buildings at Archer in year or two? Mr. Kranse answered it would be the Board of County Commissioners. Commissioner Clark asked if the Fair Board answers to the Board of County Commissioners? Ms. Ware answered that her office answers to the Fair Board, and the Fair Board answers to the Board of County Commissioners. She then stated she was told that in the future, a maintenance department would handle all the buildings at Archer, and the Fair Office would have to schedule use of the buildings. Mr. Kranse responded that it had not been decided by the Board of County Commissioners, and that it was not part of the PUD. Commissioner Ward added that in most situations, the County did own the property, but it was "loaned" out to various departments, then when the usage time was up, it went back to the Fair. Mr. Kranse stated the site had landscaping and buildings -- how would it be expected to be maintained otherwise? He stated it made sense to set up a separate department to handle all those items.

Ms. Ware asked about the block previously mentioned, and was it okay to use it, or would a variance be needed? Mr. Kranse reiterated that the design standard was designated for the gateway area. Commissioner Clark added that page 44 of the PUD document addressed the guidelines to which the Fair Office would need to refer. Commissioner Clark asked which section addressed the Archer Center? Mr. Kranse referred her to page 44, where the general criteria for the Archer Center would be found, with the intent to allow site plan flexibility, and referenced the examples listed there. He explained that obviously there would be organizations that would have a different feel to their building. He added that flexibility was required as well for the fairgrounds buildings, so the PUD did not try to limit them, and clarified that the same quality was not expected as in the gateway area.

Commissioner Clark asked about buffer and screening, and transition areas, with regard to areas such as the Juvenile Detention Facility and baseball park. She expressed there may be concern with flying objects like baseballs. Mr. Kranse said the elements try to bring the buildings together as a theme, but not make them identical. He used the example that the new restroom structure at the fairgrounds blends with most of the elements that match with the rest of the development, and vice versa. Yvonne Ware asked what the "no fencing" mentioned in the PUD meant? Mr. Kranse said that meant no barbed wire; for example, with the Juvenile Detention Facility - no concertina wire would be allowed, but there would be fencing. Ms. Ware reasoned that there were obviously animals present on the fairgrounds. Mr. Kranse agreed and stated that yes, there would definitely be fencing.

Commissioner Clark stated it would be nice to have the arena at Archer; and that had been her vision to have that out there. She felt it would be nice to showcase Laramie County; to be able to have 4H and FFA at Archer, as those organizations help keep kids out of trouble; and to be used by the community and County. Mr. Kranse said that was the overall goal, and as it was funded by the citizens, it needed to be reasonably priced. One objective was to try to keep fees at a minimum, for example -- the shooting sports park, so that the community is able to use the facilities. There would be hourly rates that would vary depending on the type of citizen, whether they were resident of the county, state, etc. He said the facilities belong to the county, and to generate usage by the residents, the goal was to keep the fees down, not to make a lot of money. Commissioner Clark expressed the idea that hunter safety courses would be good to have at the Shooting Sports Park, and that she's had several folks call her voicing their ideas and concerns, including people from the Fair Board, parents, and the general public. She asked if anyone else in the audience had any concerns or comments to make known.

John Ware came forward and stated that it sounded to him like we wanted to do away with the Fair Board. He felt the Fair Board needs to be kept to run the show out there, and they have fair events all the time, craft shows, etc., and he thought it sounded like it's taking away from them. When Frontier Park is used for the Fair, it limits the time they have to set up/tear down. That's why they got the Archer property, it was bought for the fairgrounds, and now it looks like the Fair Office is getting put on the back burner, when it had been a great place for the last 2 years. He asked if it couldn't be postponed until after the election, and then have the new people take it up again. Commissioner Clark explained the PUD doesn't address the Fair Board. Commissioner Ward stated that he understood the concerns, but that this was a guideline. Commissioner Clark asked wouldn't there need to be a site plan to change anything? Mr. Kranse said for any new buildings on the fairgrounds, yes - a site plan would be required. He stressed that this was only zoning for uses permitted on the property, and there was nothing firm on the property management. This action is only for underlying zoning to allow fairgrounds, commercial, and a transmission facility, as examples, to be there. These were guidelines to protect the County and set standards for new construction and overall design. There won't be curbs & gutters; there will be trails; visually farm-looking rural area. Mr. Kranse stressed that the PUD doesn't talk about management of the facility, or who's in charge of the fairgrounds. Ms. Ware

asked as far as zoning, did this address the old historical buildings? Would they be allowed to stay? Mr. Kranse said yes, we want them there. Commissioner Clark said they would be grandfathered in. Ms. Ware asked if they wanted to remodel the old school house, would they be allowed to do that? Mr. Kranse answered that the intent all along was to keep the historical buildings in place, not lose history. He stated that was further defined by the adoption of the Master Plan for the Laramie County Fairgrounds, which shows those buildings. Ms. Ware asked what would happen if the plan varied? Mr. Kranse responded that there was flexibility built in, and the overall intent was to maintain that center area. Commissioner Macy stated that with the PUD zoning put in place, a site plan would need to go through the administrative process if they wanted to move a building, and that the current zone required a site plan for any new building. Ms. Ware said they had come to Mr. Kranse with a new project every time, and that he had said the project did not require engineering, due to the limited funds.

Lisa Pafford, Cheyenne Building & Development Office, came forward to ask if in the Fair operations, was there a definition that includes functions such as weddings, home-school, etc., as she did not know what all it encompassed. She asked if there were parameters for the fair operations? Commissioner Clark said there must be something outlined with the Fair Board. She said that State statute allowed the creation of Fair Board, and that it should be defined there, as well as in the zoning document. Commissioner Clark asked of Yvonne Ware if there was a guideline of what the Fair Office can and can't do? Ms. Ware stated there was such a guideline. Commissioner Clark asked if anyone else in the audience had any questions.

Pam Freeman, a member of the Fair Board, came to the podium and asked if in the Fairgrounds Master Plan, was the plan for new construction on barns and buildings still designed as block being 8' high and then metal on top of that? Gary Kranse answered yes, within the master plan the basic design had been established; however, it was not in stone and could be changed, but the main intent was there. Ms. Freeman asked if the buildings were like those seen at the State Fair? Mr. Kranse said yes, they were.

Carl Schadel with Robinson Brick had questions regarding some of the design done for Archer, and asked if the materials were from out of state, and would that design carry through the entire complex, with regard to style of block, etc.? He asked how was it benefiting the County, instead of staying with local suppliers? Mr. Kranse responded that there was no specification as to where the brick was to come from, and stated that the current design for the facility had been revised with materials to be used from a local vendor. He also clarified that with the Public Works Facility and General Government Buildings, there were certain materials specified as to what the buildings should look like. He gave examples as to how the different structures had different specifications for materials to result in the overall appearance and functional differences, such as the Shooting Sports Park and Juvenile Detention Facility. There was no intent to identify materials that could not be acquired within our area. Commissioner Clark asked if the County offered local contractors any type of discount? Mr. Kranse replied that the State offered the required 5% discount, and all of the contractors on the project were local and had met state

requirements as local contractors. He also mentioned that he was very satisfied that we were able to stay local, as all the local bids received were the low bid, very few received were from out-of-state. Mr. Kranse noted that some materials could not be obtained local, some not even in the United States. He said the General Contractor was responsible for providing the materials, and they were encouraged to buy local, but not required to do so. Commissioner Clark asked if anyone else wanted to come forward. Receiving no response, the public hearing was closed.

Commissioner Clark asked for a motion on this action. Commissioner Macy motioned that the PUD move forward as it was proposed; Commissioner Ward seconded, and the motion passed unanimously with a vote of 3 - 0.

The meeting adjourned at 4:37 p.m.