



# BOARD OF ADJUSTMENT MEETING MINUTES

6:00 P.M.  
JANUARY 18, 2018

**MEMBERS PRESENT:** Michael O'Donnell (Chairman), John Knepper (Vice-Chairman), Jody Shields (Secretary), Jeffrey Boldt (Board Attorney), Chuck West, Stefanie Boster, Tony Laird

**MEMBERS ABSENT:** Kevin Schwaiger

## QUORUM PRESENT

**CITY STAFF PRESENT:** Lisa Pafford (Planning and Development Assistant Director), Katherine Malgieri (Planner); Robert Briggs (Planning and Development Director)

**OTHERS PRESENT:** none

Michael O'Donnell, Chair, called the meeting to order at 6 p.m.

Roll Call was taken. A quorum was present with six of seven members.

Mr. O'Donnell introduced and greeted the newest Board member, Tony Laird.

**APPROVAL OF MINUTES:** November 16, 2017

- Mr. West made a motion to approve the minutes and Ms. Boster seconded.
- The November 16, 2017 minutes were approved unanimously.

**ITEM 1:** Election of 2018 Board Officers

The Board members nominated and elected 2018 Board officers.

Chair: John Knepper

Vice-Chair: Stefanie Boster

Secretary: Jody Shields

Ms. Pafford read Item #2 into the record.

**ITEM 2:** UDC-17-00731 Variance request to allow a reduction of required parking spaces for a Child Care Center-major, in a CB Community Business zone, pursuant to Section 5.7.4 of the Cheyenne Unified Development Code for Lot 29, Block 10, Meadowbrooke Park, Cheyenne, Wyoming.

**LOCATION:** 2017 Bluegrass Circle

Applicant: Jennifer Moore

Owner: Leslie Connaghan

Ms. Malgieri, staff representative, identified that a verbal intent to withdraw the request had been received by applicant, but written verification was not yet received.

Mr. Knepper moved to postpone the item and Ms. Boster seconded.

The motion passed 4-0.


**OTHER BUSINESS:**

none

**ADJOURNED:** 6:20 p.m.



Minutes: Katherine Malgieri



Chairman: Michael O'Donnell

Vice Chairman: *Stefanie Boster*

*\* 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.*