

# AGENDA

## CITY OF LARAMIE, WYOMING

### CITY COUNCIL WORK SESSION

CITY HALL, COUNCIL CHAMBERS, 406 IVINSON AVE  
TUESDAY, NOVEMBER 28, 2023, 6:00 PM

City Council Meetings are open to the public in accordance with W.S. 16-4-403.

Meetings are currently available in-person on a first come first serve basis, YouTube Live Feed ([www.youtube.com/cityoflaramie/live](http://www.youtube.com/cityoflaramie/live)), Cable Channel 191, or Zoom Webinar- Meeting ID: 851 3715 5163 Passcode: 465246 via internet, app, or telephone 1(669)900-9128. Public comments during the meeting may be provided in-person or via Zoom meeting. Public comments may also be submitted via email: [council@cityoflaramie.org](mailto:council@cityoflaramie.org). **Please email: [clerk@cityoflaramie.org](mailto:clerk@cityoflaramie.org) to request speaking time during the 30-minute public comment periods on non-agenda items by no later than 3:00 pm on the day of the meeting. Limited speaking slots may be assigned by lottery for non-agenda items when more than 10 requests are received; public comments may also be submitted in writing to [council@cityoflaramie.org](mailto:council@cityoflaramie.org) for the record. Requests for accommodations from persons with disabilities must be made to the City Manager's Office 24 hours in advance of a meeting.**

**Please be advised no additional agenda item will be introduced at a Regular City Council meeting after the hour of 9:30 pm, unless the majority of the City Council members present vote to extend the meeting.**

**Public comment is limited to three (3) minutes per speaker. Written public comment shall be submitted to the City Clerk for dissemination and retention for official City records, or submitted to the City Council through electronic correspondence at [council@cityoflaramie.org](mailto:council@cityoflaramie.org). Full text available in Council Rules of Procedure and Code of Conduct 4.02 and Appendix B and C.**

**Written materials and other items must be submitted six (6) days in advance of the meeting (sooner if there are holidays prior to the meeting) in order that copies may be included with the agenda and to give the council an opportunity to review the material in advance of the appearance.**

Zoom Link: <https://cityoflaramie.zoom.us/j/85137155163?pwd=aFhFZnh2UUJ4NUxzbDhsV3hOcHJ1QT09>

#### **1. WORK SESSION**

2. **Public Comment on Non-Agenda Items (Aggregate time limit 30 minutes)**  
(Limited to three (3) minutes per speaker.)
3. **MEMO: Presentation by LAMAR Advertising regarding possible changes to Laramie Municipal Code around Billboards**  
Presentation by LAMAR regarding possible changes to Laramie Municipal Code around Billboards

[Gabathuler, Principal Planner]

Documents:

[Memo for Billboard Discussion \(LAMAR\) - CC.pdf](#)

**3.A. Public Comments**

(Please observe the time limit of three (3) minutes per speaker.)

4. **WORK SESSION: Solar for All Program, Greenhouse Gas Reduction Fund**  
[Smith, Natural Resources Program Administrator]

Documents:

[Summary Solar for All Nov\\_28\\_CC-Work Session.pdf](#)  
[BEF Slide Deck SFA TE 11.15.23.pdf](#)

**4.A. Public Comments**

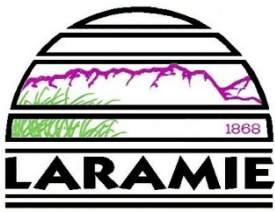
(Please observe the time limit of three (3) minutes per speaker.)

**5. City Council Updates/Council Comments**

**6. Agenda Review**

Documents:

[Dec 5 2023 Draft.pdf](#)



# City of Laramie

Planning Division  
P.O. Box C  
Laramie, WY 82073

Telephone: (307) 721-5207

Fax: (307) 721-5248

---

## MEMORANDUM

**Date:** November 28, 2023

**To:** City Council (Work Session)

**From:** Philipp Gabathuler, AICP, Principal Planner

**Subject:** Presentation by LAMAR regarding possible changes to Laramie Municipal Code around Billboards

---

---

A request for a presentation was made by LAMAR Advertising regarding possible amendments to the current code regulations regarding billboards. LAMAR is considering a text amendment to code that would allow LAMAR to transition 4 existing static billboards along Grand Ave. and 3<sup>rd</sup> St. to digital billboards.

Previous plans for the City of Laramie—Comprehensive Plan, “3,2,1 3<sup>rd</sup> St. Plan”, and Design Guidelines for Historic Downtown Laramie—have consistently shown a reluctance towards additional billboards within the city. Since the enactment of the billboard code in 2009, ALL billboards have been categorized as non-conforming uses throughout the city limits, with the exception of the I-80 corridor where their placement is allowed. Therefore, as non-conforming uses; billboards within city limits—with the exception of those within the I-80 corridor—cannot be altered. This code was enacted to curtail the prevalence of billboards within the heart of the City by promoting an uncluttered environment.

Representatives from LAMAR will provide a presentation on the digital sign technology that is being proposed and will propose suggested code changes that will accommodate the new sign technology. LAMAR desires feedback on the general concept of upgrading the existing Billboards to Electronic Billboards before they decided on if they will proceed with a Code Text Amendment. Planning Division Staff has not received code change proposals to date but will review and provide a recommendation once received.

The City Planning Commission has already been presented with the proposal to amend the billboard code at their August 28, 2023 regular meeting. During the meeting, planning commission members expressed a shared reluctance to approve these changes. Concerns were raised regarding the potential impact on the city's visual landscape and the precedent it might set for future alterations to the code. The commission emphasized the need for careful consideration and further discussion before making any decision that could significantly alter the city's current billboard regulations.

### **Background:**

The city's stance on new billboards and EMC's (Electronic Messaging Centers) is characterized by a deliberate cautiousness, as evident in the following code sections.

## Applicable LMC sections regulating billboards and EMCs

- **LMC 15.14.120.B.34 (Definition)** “Off-premise electronic message center (EMC)” means a changeable copy or animated sign that utilizes a computer or other electronic controlled means to change and control the message displayed, and that advertises or displays commercial information about any commercial or business establishment, good, facility, service or product that is not sold, conducted or offered on the premises on which the sign is located. An off-premise EMC may use incandescent lamp, LCD, LED or other illuminated display technologies. An off-premise EMC whose copy changes more than seventy-two (72) times in any given twenty-four (24) hour day is defined as a type of animated sign; any other EMC is defined as a type of changeable copy sign. An off-premise EMC that also meets the definition of a billboard as defined herein is deemed to be a type of billboard for purposes of this Chapter.
- **LMC 15.14.120.D.1.f (Prohibition of Electronic Message Centers in Residential Zoning Districts)** “Animated signs and Electronic Message Centers shall not be permitted in these zoning districts, except that Electronic Message Center signage may be reviewed and approved as specifically provided for through the Conditional Use Permit process as outlined in this section; provided such signage complies with Sec. 15.14.120.G of this Title, and provided such signage shall not exceed sixteen (16) square feet in aggregate sign area.”
- **LMC 15.14.120.D.1.g (Prohibition of billboards in Residential Zoning Districts)** “Pole-Style Freestanding Signs, Billboards. Pole-style freestanding signs and billboards shall not be permitted in these zoning districts.”
- **LMC 15.14.120.D.2.d.(iv) (Prohibition of billboards in Commercial/Industrial Zoning Districts)** “Pole-style freestanding signs, including pole-style billboards, shall not be permitted, except as provided in the I-80 Corridor Billboard Sign District, following the effective date of this ordinance.”
- **LMC 15.14.120.D.2.d.(v) (City’s intent on removing billboards in Commercial/Industrial Zoning Districts)** “Existing or permitted pole-style sign shall be removed or converted to monument style if greater than fifty (50) percent of the sign value needs to be replaced.”
- **LMC 15.14.120.G.1.b EMC Signs: (Regulations of EMCs near residential zones)** On-premise EMC signs in Commercial or Industrial (B1, B2, C2, LM, I1, I2, IP) Zoning Districts located within three hundred (300) feet of any Residential (RR, LR, R1, R2, R2M, R3) Zoning District, as measured from any part of the sign to the nearest Residential Zoning District boundary, shall not exceed sixteen (16) square feet in sign display area, unless the on-premise EMC fronts a state or federal highway.

- **LMC 15.14.120.G.4.b.(i) (Regulations of EMCs near residential zones)**  
Off-premise EMC signs located within three hundred (300) feet of any Residential (RR, LR, R1, R2, R2M, R3) Zoning District, as measured from any part of the sign to the nearest property line within the applicable Residential Zoning District, shall not exceed one hundred and sixty (160) square feet in sign display area.
- **LMC 15.14.120.G.6.b (Regulations on light output of EMCs)**  
No Electronic Message Center sign installed after [effective date of Ordinance] shall exceed 0.3 foot candles above ambient light, as measured using a foot candle (Lux) meter at a preset distance depending on sign area. The measurement distance shall be calculated with the following formula: The square root of the product of the sign area and one-hundred. Example using a 12 square foot sign: Measurement Distance =  $\sqrt{(12 \text{ Sq. Ft.} \times 100)} = 34.6$  feet. Conformity with these illumination levels may be established by submittal of a manufacturer's certification that the sign is incapable of exceeding the stated limits, subject to approval of the City Manager's Office.

### Location Siting Considerations:

The transition from static to digital billboards is proposed for the following three locations within the city. The proposed digital billboards will be around 11'x22' (242sqft.)—a considerable size differential in comparison to the city code sections for Electronic Message Centers (EMCs) which set the buffer distance from residential zoning districts based on a maximum display area of 160 sqft.

- 282 N. 3<sup>rd</sup> St. Location: Downtown Commercial Zoning District (Closest residential zoning district: 700 ft away)



Figure 1. 282 N. 3rd St.

- 721 S. 3<sup>rd</sup> St. Location: Business Zoning District (Closest residential: 125 ft away)

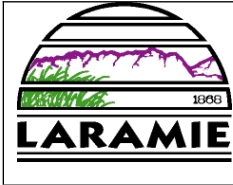


Figure 2. 721 S. 3rd St.

- 2130 Grand Ave. Location: Business Zoning District (Closest residential: 385 ft away)



Figure 3. 2130 Grand Ave.



**Agenda Item: Presentation**

**Title: Solar for All Program, Greenhouse Gas Reduction Fund.**

---

**Administrative or Policy Goal:**

Resolution 2023-22A, Goal No. 5, Milestone A: Continue energy efficiency efforts and explore potential large scale solar projects on city-owned property.

---

**Background:**

The Solar for All Program is designed to provide subsidies and other financial assistance to residential rooftop and residential-serving community solar projects in and benefiting low-income and disadvantaged communities in addition to project-deployment technical assistance such as workforce development, community outreach, and other project-deployment support (e.g., interconnection technical assistance, siting and permitting support) to help overcome barriers to solar deployment.

The City Manager’s Office (CMO) learned of this opportunity in September of 2023 and submitted a Notice of Intent (NOI) to the Environmental Protection Agency. After the deadline for submitting NOIs had passed, the CMO discovered that a statewide application had also been submitted by Bonneville Environmental Foundation (BEF).

The BEF has extensive experience with programs of this size and Staff have determined that a partnership would be highly beneficial in the administration of this program. A partnership between the City of Laramie and BEF will allow for continued involvement and shared governance, while also providing project benefits to Laramie residents in the most efficient way possible.

---

**Responsible Staff:**

Janine Jordan, CM and Jay Smith, NRPA

# Wyoming Solar for All

November 28, 2023



# Wyoming Solar for All

## Presentation Agenda

- Provide an overview of EPA's Solar for All program
- Overview of Bonneville Environmental Foundation (BEF)
- Share the general approach for Wyoming's application



# EPA Solar for All

## Program Purpose

- Address financial and nonfinancial barriers to residential rooftop and residential-serving solar projects for low-income and disadvantaged communities

## Defined as...

- Federally defined Disadvantaged Community (DAC)
- Low Income Households – less than 80% AMI
- Affordable Housing Properties



# EPA Solar for All

## Program Highlights

- Five community benefits
  - 20% household savings
  - Jobs
  - Resilience
  - Ownership
  - Equitable access
- Minimum of 75% to financial assistance
  - 20% can go to enabling upgrades
  - Roofs, electrical panels, energy efficiency
- Project deployment technical assistance
- Market transformation



# Bonneville Environmental Foundation

Wyoming  
Solar for All



**WATER**  
STRATEGIES &  
RESTORATION



**EDUCATION**  
PROGRAMS &  
ACTIVATIONS

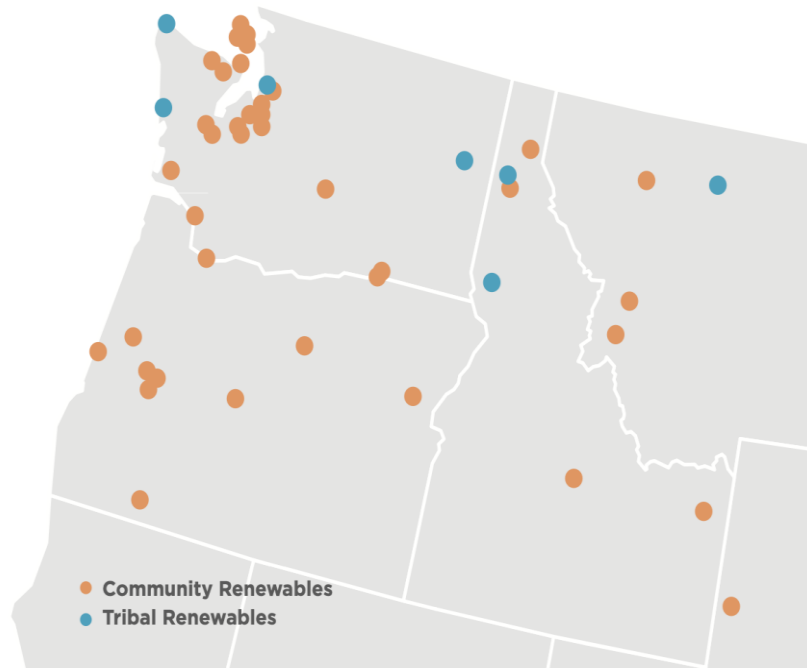


**RENEWABLES**  
SOLUTIONS &  
SERVICES



**ENVIRONMENTAL  
PRODUCTS**  
RECs, OFFSETS & WRCs





*Partnerships that bring economic and environmental benefits of renewable energy to communities throughout the Pacific Northwest.*

# Wyoming Solar for All

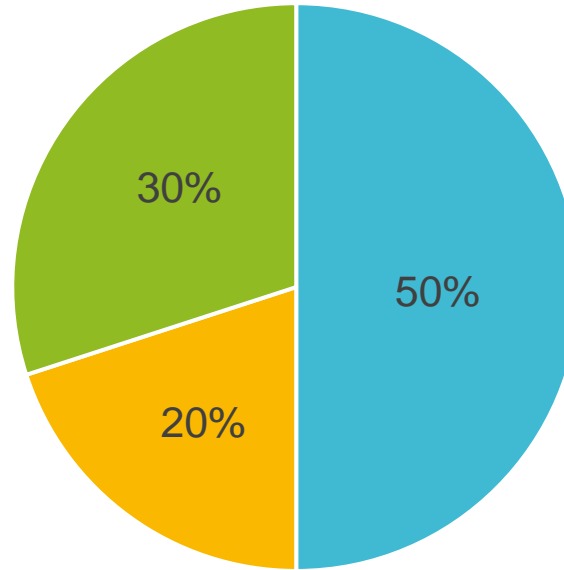
## Application Highlights

- Wyoming funding request: \$34 million
- Aim to allocate at least 25% of funding to Tribal communities
- Five-year program; first year planning period
- Participatory governance
- Timeframe
  - Application submitted: October 12, 2023
  - Awards projected: July 1, 2024
  - Performance period: Thru June 30, 2029



## Proposed Sectoral Breakdown

Wyoming  
Solar for All

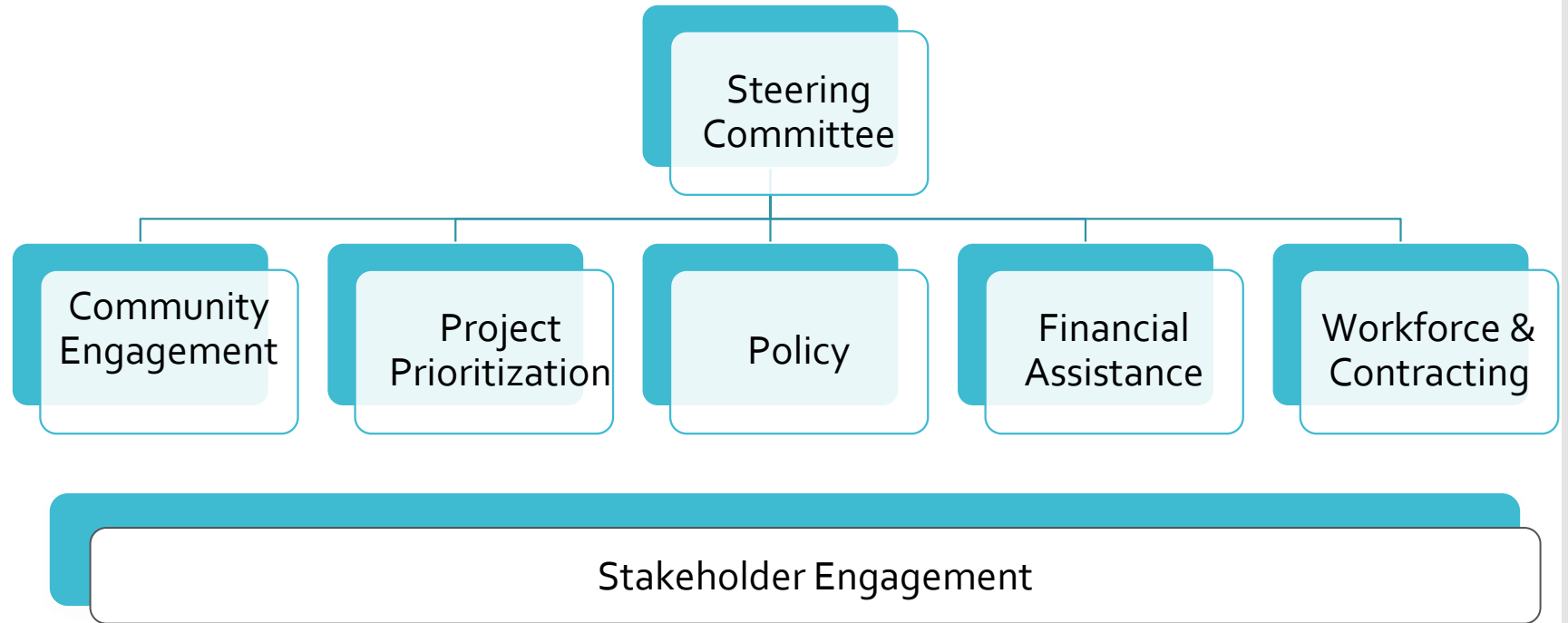


■ Single Family   ■ Multi Family   ■ Community Solar



# Solar for All

## Participatory Governance



# Wyoming Solar for All



## Year 1: Planning Phase

### *Gain a better understanding of...*

- Demographics
- Low-income service providers and affordable housing
- Workforce and contracting
- Financing
- Policy and regulation

### *To successfully design and implement...*

- Solar market strategy
- Outreach and engagement
- Workforce and contractor development
- Financial assistance strategy
- Project technical assistance

# Wyoming Solar for All



## Identified Focus Areas

- Barriers to solar for low-income and disadvantaged communities
  - Net metering: **25kw max in WY**
  - Workforce availability
  - Lack of community solar policies
  - Finance and ownership
- Sectoral breakdown
  - Single family: **50%**
  - Multi-family: **20%**
  - Community solar: **30%**

# Wyoming Solar for All

*Stay in touch...*

Tomas Endicott  
Senior Program Manager, Renewables  
Bonneville Environmental Foundation  
[tendicott@b-e-f.org](mailto:tendicott@b-e-f.org)



**DRAFT AGENDA ITEMS**  
**DECEMBER 5, 2023**

1. AGENDA
2. Pledge of Allegiance
3. Roll Call
4. Public Comment on Non-Agenda Items
5. Consideration of Changes in Agenda and Setting the Agenda
6. PROCLAMATIONS/PUBLIC HEARINGS/NOTIFICATIONS
  - 6.A. PROCLAMATIONS & PRESENTATIONS
    - 6.A.i. PROCLAMATION: National Hospice and Palliative Care Month
  - 6.B. PUBLIC HEARING
    - 6.B.i. PUBLIC HEARING: Original Ordinance No. 2077, an ordinance approving and authorizing the annexation of approximately 79.82 acres of property located in unincorporated Albany County, located southeast of the intersection of Cumulus Drive and 30<sup>th</sup> Street and adjacent to the northern municipal boundary, into the boundaries of the City of Laramie, Wyoming
    - 6.B.ii. PUBLIC HEARING: Laramie City Council Resolution No. 2023-86, certifying a request to amend the Future Land Use map (Map 3.2) of the 2007 Laramie Comprehensive Plan
    - 6.B.iii. PUBLIC HEARING: Original Ordinance No. 2078, an ordinance amending the City of Laramie's official zoning map to zone a newly annexed parcel of land located southeast of the intersection of Cumulus Drive and 30<sup>th</sup> Street and adjacent to the northern municipal boundary, to R2 (Limited Multi-Family), R3 (Multi-Family) and LR (Limited Single Family Residential)
    - 6.B.iv. PUBLIC HEARING: West Slope Preliminary Plat
  - 6.C. ANNOUNCEMENTS
7. Disclosures by City Council Members
8. Approval of Consent Agenda
9. CONSENT AGENDA
  - 9.A. MINUTES: City Council Meetings. [Bartholomew, CC]
  - 9.B. MINUTES: Minutes of the Parks, Tree & Recreation Advisory Board – May 10, 2023/September 27, 2023/October 11, 2023. [Feezer, ACM]
  - 9.C. MINUTES: Minutes from the August 10, 2023, Traffic Safety Commission Meeting [Webb, PW]
  - 9.D. MINUTES: Minutes from the October 12, 2023, Traffic Safety Commission Meeting [Webb, PW]
  - 9.E. MINUTES: Minutes from the April 4, 2023, Laramie Building Authority Meeting [Webb, PW]
  - 9.F. CEMETERY DEEDS: Cemetery Deeds for November 16-30, 2023. [Feezer, ACM]
  - 9.G. VOUCHERS: November 2023 [Wade, ASD]

**DRAFT AGENDA ITEMS**  
**DECEMBER 5, 2023**

- 9.H. WYOMING COMMUNITY GAS CHECKS: Community Project Designation – Wyoming Community Gas Distribution Checks [Wade, ASD]
- 9.I. GRANT AGREEMENT: Consideration of a WYlite Program grant agreement between the Wyoming Energy Authority and the City of Laramie for exterior lighting upgrades at the Laramie Community Recreation Center. (\$20,000 Grant Award) [McIntyre Facilities/Feezer, ACM]
- 9.J. GRANT: Approval of Grant Award between the Wyoming Office of Homeland Security and the City of Laramie in the amount of \$180,000 [Johnson, Fire Chief]
- 9.K. LICENSE: Renewal of a Vehicle for Hire License for Triplets LLC dba Laramie Taxi [Bartholomew, CC]
- 9.L. LICENSE: Renewal of a Vehicle for Hire License for Snowy Range Taxi, LLC dba Snowy Range Taxi [Bartholomew, CC]
- 9.M. LICENSE: New Vehicle for Hire License for Unique Unlimited LLC [Bartholomew, CC]
- 9.N. RESOLUTION: Resolution 2023-88, Appointing One Member to the Civil Service Commission [Bartholomew, CC]
- 9.O. RESOLUTION: Resolution 2023-89, Appointing Four Members to the Environmental Advisory Committee [Bartholomew, CC]
- 9.P. RESOLUTION: Resolution 2023-90, Authorizing a Lease Purchase Agreement with Kinetic Leasing, Inc. for Solid Waste Equipment [Wade, ASD]
- 9.Q. RESOLUTION: Resolution 2023-91, Authorizing a Lease Purchase Agreement with Wyoming Bank and Trust for Police Vehicles [Wade, ASD]
- 9.R. BYLAWS RESOLUTION: Resolution 2023-92, Adopting Bylaw Revisions Related to LMC 2.54 – Ranch Advisory Commission [Webb, PW]
- 9.S. ORDINANCE: Original Ordinance 2070, an ordinance approving and authorizing the annexation of approximately 63.687 acres of property located in unincorporated Albany County, located southeast of Banner Road adjacent to the northern municipal boundary, into the boundaries of the city of Laramie, Wyoming. Third and Final Reading. (Introduction by Richardson) [Gabathuler, Principal Planner]
- 9.T. ORDINANCE: Original Ordinance 2071, an ordinance amending the City of Laramie’s official zoning map to zone a newly annexed parcel of land located southeast of Banner Road adjacent to the northern municipal boundary as O (O district) within the City of Laramie. Third and Final Reading. (Introduction by Cumbie) [Gabathuler, Principal Planner]
- 9.U. ORDINANCE: Original Ordinance 2072, an ordinance approving and authorizing the annexation of approximately 0.977 acres of property located in unincorporated Albany County, located due east of the intersection of Mojave Drive and North 45th Street, into the boundaries of the city of Laramie, Wyoming. Third and Final Reading. (Introduction by Shumway) [Gabathuler, Principal Planner]
- 9.V. ORDINANCE: Original Ordinance 2073, an ordinance amending the city of Laramie’s official zoning map to zone a newly annexed parcel of land located along North 45th Street adjacent to the eastern municipal boundary to city R-1 (Single Family Residential District) and the Casper Aquifer Protection Overlay Zone within

**DRAFT AGENDA ITEMS**  
**DECEMBER 5, 2023**

the City of Laramie. Third and Final Reading. (Introduction by O'Doherty) [Gabathuler, Principal Planner]

9.W. ORDINANCE: Original Ordinance 2074, an ordinance approving and authorizing the annexation of approximately 0.501 acres of property located in unincorporated Albany County, located due east of the intersection of Easterling Drive and Cottonwood Drive into the boundaries of the city of Laramie, Wyoming. Third and Final Reading. (Introduction by Pearce) [Gabathuler, Principal Planner]

9.X. ORDINANCE: Original Ordinance 2075, an ordinance amending the City of Laramie's official zoning map to zone a newly annexed parcel of land located along Cottonwood Drive adjacent to the municipal boundary to RR (Rural Residential District) within the City of Laramie. Third and Final Reading. (Introduction by Cumbie) [Gabathuler, Principal Planner]

9.Y. FINAL PLAT: Sundance Hills 2<sup>nd</sup> Filing Final Plat [Teini, CEDD]

9.Z. SCHEDULE MEETINGS:

9.Z.i.

10. REGULAR AGENDA

11. Consideration of a design build agreement and associated budget amendment between Climate Control and the City of Laramie for the replacement of RTU8 at the Laramie Community Recreation Center. (\$662,000) [McIntyre Facilities/Feezer, ACM]

12. Amendment Two to the Cooperative Agreement with Wyoming Department of Transportation for the Bill Nye Avenue and Corthell Road Project [Webb, PW]

13. Resolution 2023-93, Supporting the University of Wyoming's Conceptual Redesign of the 15th Street Corridor Between Grand Avenue and Bradley Street [Webb, PW]

14. Original Ordinance 2077, an ordinance approving and authorizing the annexation of approximately 79.82 acres of property located in unincorporated Albany County, located southeast of the intersection of Cumulus Drive and 30<sup>th</sup> Street and adjacent to the northern municipal boundary, into the boundaries of the City of Laramie, Wyoming. Second Reading. (Introduced by Richardson) [Gabathuler, Principal Planner]

15. Laramie City Council Resolution No. 2023-86, certifying a request to amend the Future Land Use map (Map 3.2) of the 2007 Laramie Comprehensive Plan [Gabathuler, Principal Planner]

16. Original Ordinance 2078, an ordinance amending the City of Laramie's official zoning map to zone a newly annexed parcel of land located southeast of the intersection of Cumulus Drive and 30<sup>th</sup> Street and adjacent to the northern municipal boundary, to R2 (Limited Multi-Family), R3 (Multi-Family) and LR (Limited Single Family Residential). Second Reading. (Introduction by Gabriel) [Gabathuler, Principal Planner]

17. West Slope Preliminary Plat [Gabathuler, Principal Planner]

18. Original Ordinance No. 2076, an ordinance amending Title 15.08.030.E.2.c Downtown Commercial (DC) District, Development Standards, exempting properties with the Downtown Commercial Zone District from Trash and Disposal Enclosure Requirements of Laramie Municipal Code. Introduction and First Reading. [Teini, CEDD]

**DRAFT AGENDA ITEMS**  
**DECEMBER 5, 2023**

19. Public Comments on Non-Agenda Items.
20. Consideration of future Council Work Session topics.
21. Adjourn to Executive Session regarding Personnel WY § 16-4-405(a)(x) and Litigation WY § 16-4-405(a)