



## LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

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Planning • Building

### MEMORANDUM

**TO:** Laramie County Board of Commissioners

**FROM:** Mason Schuricht, Associate Planner

**DATE:** March 7, 2023

**TITLE:** PUBLIC HEARING: Subdivision Permit and Plat of Pita Ranch located in the N1/2S1/2 of Section 34, T.14N., R.63W., Laramie County, WY.

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### EXECUTIVE SUMMARY

Steil Surveying, LLC, on behalf of Tanner J. Leuning, has submitted a Subdivision Permit and Plat application for Pita Ranch, located just over a mile south of Interstate 80 west of Road 146. The application has been submitted allow for a separate lot to be created in the Southwest corner of what is currently unplatted area. Due to already having an administrative plat performed on the tract, a subdivision permit and plat is necessary to allow for the newly formed lot to be developed.

### BACKGROUND

The subject property has a residence and associated structures located in the northeast portion of the property. Approximately 11 acres will be subdivided out of the remaining unplatted 40 acres in the southwest corner. The surrounding area consists of residential, residential vacant land and agricultural properties of varying acreage. The subject property is located within the Land Use (LU) Zone District..

Pertinent Laramie County Land Use Regulations include:

Section 2-1-101 (a-e) governing the criteria for a subdivision permit and plat.  
Section 4-2-114 governing the criteria of the Land Use District.  
Section 1-2-104 governing public notice.

## **DISCUSSION**

The Laramie County Comprehensive Plan identifies the area as Rural Agricultural Interface (RAI). Within this area, rural residential uses are primarily anticipated. Commercial uses should provide evidence that they will not significantly impact surrounding residential uses. Density will be based upon availability and access to water. Development should be located on existing Rights-of-Way, new Rights-of-Way may be required for development.

The subject property is located within the LU – Land Use District. With surrounding land also located in this district, which contain vacant residential, residential, and agricultural properties. Surrounding properties are composed of 5 acres to the north, and properties composed of 40 acres to the south. To the east and west are properties that vary in size from 5 to 30 acres.

A letter requesting waiver of traffic and drainage studies was submitted by the applicant, a copy of which is attached. The County Engineer has concurred with this request based on the justification provided in the letter. Agency comments pertained to clerical errors of the 30 foot access easement, deed corrections, unnecessary vacate adjustments, and standard plat corrections. A revised plat was submitted on January 24<sup>th</sup>, 2023, book and page numbers of recorded easement still need to be added to the plat.

Public notice was provided per Section 1-2-104 of the Land Use Regulations. No public comment was received.

Staff finds this application is in conformance with the pertinent provisions of the Laramie County Land Use Regulations. The attached resolution shall serve as the subdivision permit upon approval by the Board.

## **RECOMMENDATION and FINDINGS**

**Based on the application and supporting documentation provided, it is recommended the Board of County Commissioners find that:**

- a.** This application meets the criteria for a subdivision permit and plat pursuant to Section 2-1-101 (a-e) of the Laramie County Land Use Regulations.
- b.** This application meets the requirements of Section 4-2-114 governing the criteria of the Land Use District.

**And based on having met the criteria outlined above, that the Board may approve of the Subdivision Permit and Plat for Pita Ranch, with one condition:**

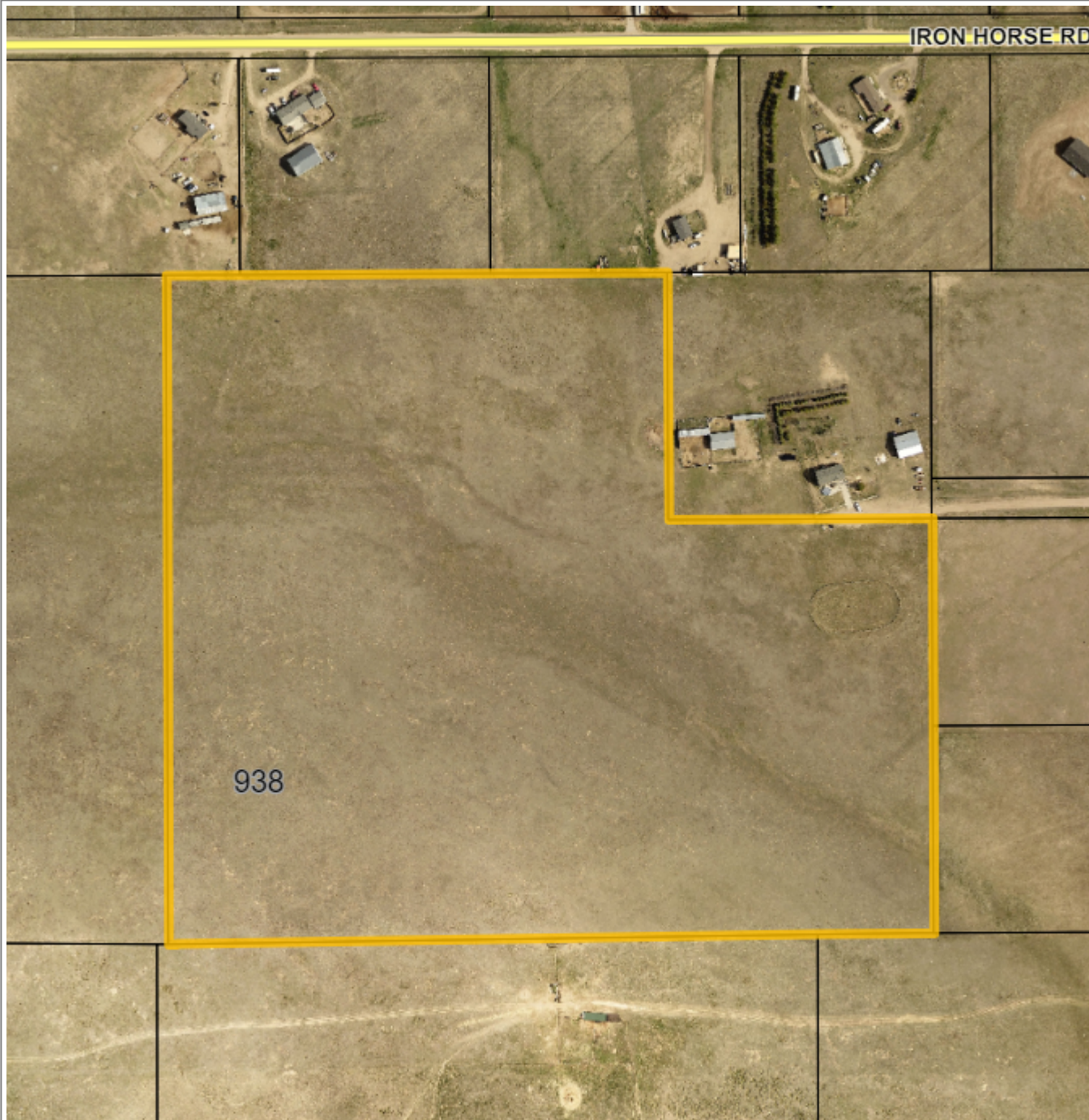
- 1. Correcting clerical errors on revised plat.

## **PROPOSED MOTION**

**I move to recommend approval of the Subdivision Permit and Plat for Pita Ranch and adopt the findings of facts a and b of the staff report with one condition.**

## **ATTACHMENTS**

- Attachment 1: Project Map**
- Attachment 2: Applicant Traffic/Drainage Study Waiver Request**
- Attachment 3: Community Facility/Public Safety Fee's Letter**
- Attachment 4: State Engineer's Letter for New Well**
- Attachment 5: Draft Resolution**
- Attachment 6: Revised Plat**



## Aerial and Location Map

Pita Ranch

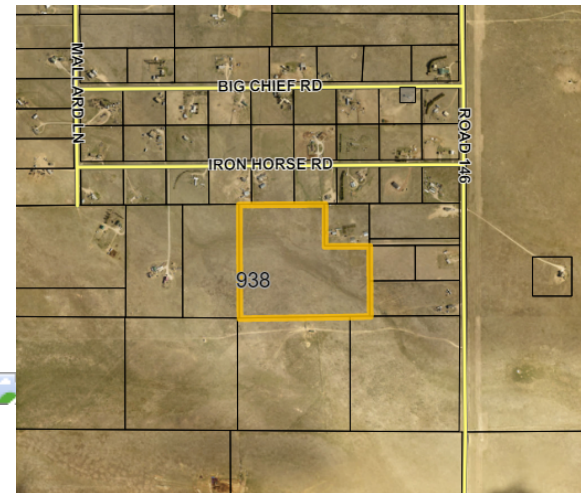
PZ-22-00353

Subdivision Permit and Plat

Fire District 6

Comprehensive Plan: RAI (Rural Ag Interface)

AMEC MEMO: Zone 2





**PZ-22-00353**

**Subdivision Permit (25 Lots or Less)**

**Combined Communications Center:** Combined Communications Center, Chuck Trimble No Response 01/12/2023  
No Comments

**County Assessor:** County Assessor, Kaycee Eisele Comments Attached 12/30/2022  
As of December 28, 2022 this parcel is being assessed to LEUNING, TANNER J as sole owner. The assessor's office could not accept recorded documents BK 2778 PG 1687 or Bk 2779 PG 1376 as the legal descriptions on both documents were incorrect. That is correct. I instructed Ms. Ganskow that she needed to correct their deeds. The owners are aware and will get these corrected.

**County Engineer:** County Engineer, Scott Larson Comments Attached 01/09/2023  
Engineer Review

1. I concur with the request for a waiver of a detailed Drainage Study and Traffic Study since this development will have negligible impact on both. Thank you.
2. The 30' Access easement shown to be done by separate document shall be completed and recorded prior to the final approval of this plat and the Book and Page of that document shall be referenced on this plat drawing prior to recording. Acknowledged
3. The Vacation Statement indicates this plat will vacate all of Lot1, Block 8, Thunder Basin Estates, 4th Filing. However, this plat cannot vacate property that is located outside of the platted boundary. Removed

Surveyor Review

1. In the first line of the legal description in the DEDICATION it states: "Beginning at a point on the South line of the S1/2SE1/4 from which the S1/4 corner..." as the Point of Beginning is shown on the plat it should be described as, "Beginning at a point on the North line of the S1/2SE1/4 from which the S1/4 corner..." or, "Beginning at a point on the South line of the N1/2SE1/4 from which the S1/4 corner..." Corrected

**County Public Works Department:** County Public Works Department, Molly Bennett Comments Attached 01/09/2023

1. This application relates to BP-22-00272. Prior to the issuance of the Certificate of Occupancy for this building permit, a floodplain development permit will be required for access to this site.
  - 1a. Public Works, in conjunction with Planning & Development, is requiring a flood plain permit for the private drive on the parcel. The application can be found on Laramie County's Planning & Development website, please call Justin Arnold at 307-633-4523.
2. All comments from the review engineer and surveyor shall be addressed.
3. After further review of this property, public works is recommending a 15" culvert and access be installed in the right-of-way on Rd 146 according to Laramie County Land Use Regulations.
4. For Tract 2 of Wilson Acres, please notate on the plat the book and page for the easement that has been recorded. Shown
5. All comments from the review engineer and surveyor shall be addressed.

**County Real Estate Office:** County Real Estate Office, Laura Pate Comments

Attached 01/09/2023

According to the deeds we show Tanner J Leuning and G&G Enterprises, however, if the Assessor finds the deeds transferring to them were not in order, we default to the Assessor's findings. Tanner J Leuning is the sole owner. **Deeds to be corrected**

**Emergency Management:** Emergency Management, Matt Butler Comments Attached 01/05/2023

Ensure proper access/egress for emergency services is planned for an adequate for the newly proposed residential lot

**Environmental Health:** Environmental Health Department, Tiffany Gaertner Comments

Attached 01/11/2023

Regulations:

Cheyenne Laramie County Small Wastewater Systems

Comments:

Small wastewater permit is required for lot. Small wastewater system must have 50' setback from property lines and intermittent bodies of water i.e. drainages and floodplains. A signed final plat must be submitted to this office prior to application for permit.

**Intraoffice:** Planners, Cambia McCollom Comments Attached 01/04/2023

This proposed plat should not be used to vacate another plat when it doesn't they don't correspond with the same physical space. **Corrected**

**Laramie County Weed & Pest:** Laramie County Weed & Pest, Brett Nelson No

Response 01/12/2023

No Comments

**Planners:** Planners, Mason Schuricht No Comments 01/11/2023

No Comments

**Sheriff's Office:** Sheriff's Office, Amber Shroyer No Response 01/12/2023

No Comments

**US Post Office:** US Post Office, Denise Null No Response 01/12/2023

No Comments

**WY State Engineer's Office:** Wyoming State Engineer's Office, Lisa Lindemann No Response 01/12/2023  
No Comments

**Wyoming DEQ:** Wyoming DEQ, Colin McKee No Response 01/12/2023  
No Comments

**Wyoming Game & Fish Dept:** Wyoming Game & Fish, Wyoming Game and Fish Dept No Comments 12/29/2022  
No Comments

**High West Energy:** High West Energy, David Golden No Comments 12/28/2022  
No Comments

**RT Communications:** RT Communications, Austin Triplett No Response 01/12/2023  
No Comments

**Fire District No 6:** Fire District No. 6, Bob Hansen No Response 01/12/2023  
No Comments

**County Attorney:** County Attorney, Mark Voss No Response 01/12/2023  
No Comments

**County Clerk:** County Clerk, Dale Davis No Response 01/12/2023  
No Comments

**County Conservation District:** County Conservation District, Shaun Kirkwood No Response 01/12/2023  
No Comments

**County Treasurer:** County Treasurer, Trudy Eisele No Response 01/12/2023  
No Comments



**December 27, 2022**

Laramie County Planning & Development Office  
3966 Archer Parkway  
Cheyenne, WY 82007  
(307) 633-4303

**InRe: Request for waiver of the Traffic Study and Drainage Study requirements for a Subdivision, to be known as PITA RANCH, situate in a portion of the N $\frac{1}{2}$ SE $\frac{1}{4}$ , Section 34, T.14N., R.63W., of the 6<sup>th</sup> P.M., Laramie County, Wyoming ( $\pm$ 11 acres)**

Steil Surveying Services, agent for the owner, intends to subdivide the above-noted property/tract of land; a Zone Change is not required.

Following the pre-application meeting, this letter is submitted, on behalf of the owner, requesting a waiver from the requirements for a Traffic Study and Drainage Study pursuant to Sections 2-1-100.b, 3-1-105, 3-5-105 of the Laramie County Land Use Regulations.

The overall density of the subdivision is 11 acres. The Proposed subdivision will consist of ONE (1) tract of acres.

Given limited surface runoff increases, and/or potential of significant traffic generation or alternative transportation network connections, we respectfully submit this waiver request on behalf of the owner.

Please contact me with any questions or concerns.

Sincerely,

Shane Hansen

Director Planning and Development  
Steil Surveying Services, LLC  
[shansen@steilsurvey.com](mailto:shansen@steilsurvey.com)





**December 27, 2022**

Laramie County Planning & Development Office  
3966 Archer Parkway  
Cheyenne, WY 82009  
(307) 633-4303

**InRe: Plat, to be known as PITA RANCH, situate in a portion of the N $\frac{1}{2}$ SE $\frac{1}{4}$ , Section 34, T.14N., R63W., of the 6<sup>th</sup> P.M., Laramie County, Wyoming ( $\pm$ 11 acres)**

To whom it may concern:

Steil Surveying Services, agent for the owner(s), provides this letter on their behalf, confirming that the owner intends to pay the appropriate Community Facility Fee(s) (CFFs) and the appropriate Public Safety fees at the appropriate time to the proper authority, pursuant to §§1-1-106 of the Laramie County Land Use Regulations.

Sincerely,

Shane Hansen

Director Planning and Development  
Steil Surveying Services, LLC  
[shansen@steilsurvey.com](mailto:shansen@steilsurvey.com)



# State Engineer's Office

HERSCHLER BUILDING, 2 WEST  
CHEYENNE, WYOMING 82002  
(307) 777-6150

MARK GORDON  
GOVERNOR

BRANDON GEBHART, P.E.  
STATE ENGINEER

January 4, 2023

Laramie County Planning & Development Office  
3966 Archer Parkway  
Cheyenne, WY 82007  
planning@laramiecounty.com

**RE: Pita Ranch Subdivision PZ-22-00353**

To Whom It May Concern:

The proposed subdivision is to be located in part of the NW1/4SE1/4 of Section 34, T14N, R63W, Laramie County, Wyoming. The subdivision consists of one 11 acre lot. Based upon the review of both the subdivision application and a preliminary search of the agency's water rights database, the State Engineer's Office offers the following:

Our office reviewed the referenced submittal in compliance with W.S. 18-5-306. We find that in respect to W.S. 18-5-306(a)(xi) the subdivider should address the following item:

1. Our records indicate Permit 215913.0W may be located within the 11 acre proposed parcel and should be addressed. Our office recommends that the subdivider file a request to update the legal location descriptions, including GPS for the well location and subdivision names and lot numbers of both the well location and where the domestic use is occurring. This action can be filed via an official request to our office to update our records along with a warranty deed showing current ownership of the property.

Additional Comments:

2. The proposed subdivision is located within the Conservation Area identified under the 2015 State Engineer's Order for the Laramie County Control Area. Well spacing requirements will be assessed to any well permit applications received by our office as defined within the Order.
3. An approved permit from the Wyoming State Engineer's Office is required prior to the drilling of any water well. The procurement of the necessary and appropriate State Engineer water right permit allows the applicant to attempt to develop a water supply adequate to meet the proposed needs, and is no guarantee that any water will be physically available.
4. If any new wells are proposed, they must be constructed in accordance with the State Engineer's Office Rules and Regulations, Part III, Water Well Minimum Construction Standards.
5. Any well not to be used must be properly plugged and abandoned as outlined in the above referenced rules and regulations.

Surface Water  
(307) 777-6475

Ground Water  
(307) 777-6163

Board of Control  
(307) 777-6178

6. Any wells developed for uses that do NOT fall within the definition of domestic or stock use will be subject to public notice, review and recommendation by the LCCA Advisory Board, and require adjudication by the Board of Control.

In all correspondence regarding this application, please reference "State Engineer Subdivision Review Number 2022-52-2".

If you have any questions, please feel free to contact me at (307) 777-2975, or if you prefer email, at [sue.kinsley@wyo.gov](mailto:sue.kinsley@wyo.gov) . Thank you for the opportunity to comment on the subdivision application.

Sincerely,

A handwritten signature in cursive script, appearing to read "Sue Kinsley", written in black ink.

Sue Kinsley  
Natural Resources Analyst

Cc: Lisa Lindemann, Administrator, Ground Water Division  
Jason Feltner, Assistant Administrator, Surface Water Division  
Cheryl Timm, Administrator, Board of Control Division  
Cory Rinehart, Superintendent, Water Division I  
Kasey Kiel, Hydrographer/Commissioner, Water Division I, District 1

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION TO APPROVE A SUBDIVISION PERMIT AND PLAT FOR THE  
N1/2S1/2 OF SECTION 34, T.14N., R.63W., LARAMIE COUNTY, WY,  
TO BE PLATTED AND KNOWN AS "PITA RANCH".**

**WHEREAS**, Wyoming State Statutes §18-5-201 to 18-5-208; §18-5-301 to 18-5-315 authorize Laramie County, in promoting the public health, safety, morals and general welfare of the county, to regulate the use of land through zoning in unincorporated Laramie County; and

**WHEREAS**, the Laramie County Board of Commissioners adopted the Laramie County Land Use Regulations; and

**WHEREAS**, the proposed subdivision and plat is in accordance with section 2-1-101 (a-e) of the Laramie County Land Use Regulations; and

**WHEREAS**, the application is in conformance with the LU- Land Use Zone District; and

**WHEREAS**, this resolution is the subdivision permit for Pita Ranch.

**NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF LARAMIE COUNTY, WYOMING**, as follows:

The Laramie County Board of Commissioners finds that:

- a. This application is in conformance with section 2-1-101 (a-e) of the Laramie County Land Use Regulations.
- b. This application is in conformance with section 4-2-114 governing the LU – Land Use Zone District.

**And the Board approves the Subdivision Permit and Plat for Pita Ranch with one condition:**

1. Correcting clerical errors on revised plat.

**PRESENTED, READ AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.**


LARAMIE COUNTY BOARD OF COMMISSIONERS

\_\_\_\_\_  
Troy Thompson, Chairman

ATTEST:

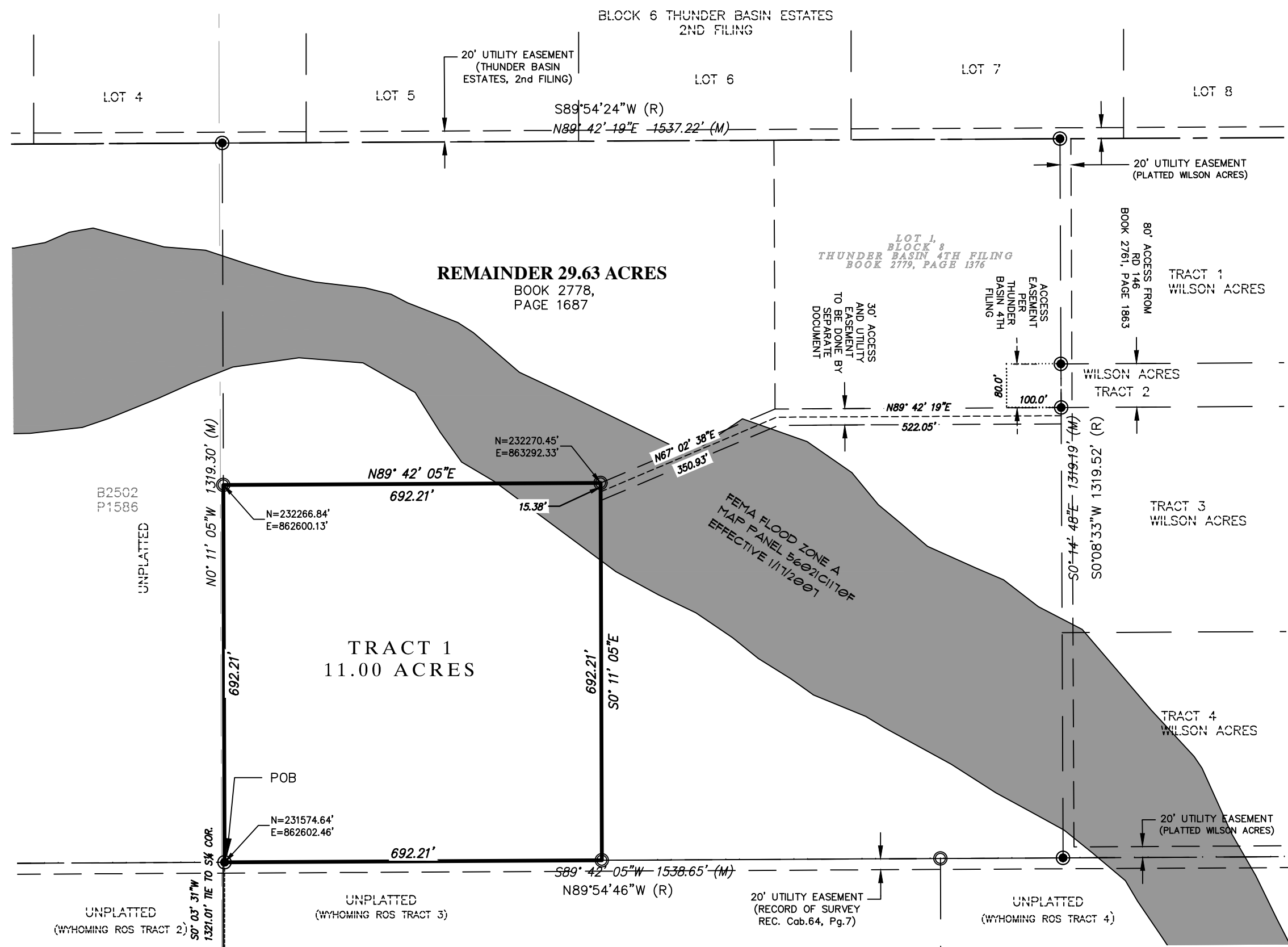
\_\_\_\_\_  
Debra K. Lee, Laramie County Clerk

Reviewed and approved as to form:

  
\_\_\_\_\_  
Laramie County Attorney's Office



NO PUBLIC DOMESTIC WATER OR SANITARY SEWER SERVICES FIRE PROTECTION TO BE PROVIDED BY LARAMIE COUNTY FIRE DISTRICT #6 THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE



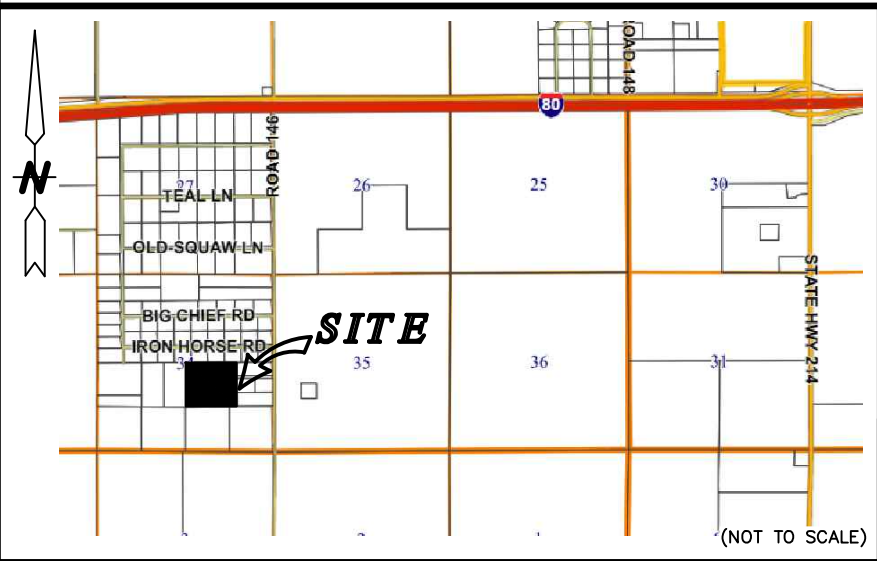
GENERAL NOTES

- 1) BASIS OF BEARINGS – NORTH BOUNDARY OF THE S½ OF SECTION 34, HAVING A BEARING OF N89°42'19"E. WYOMING STATE PLANE COORDINATES EAST ZONE, NAD83–2011, US SURVEY FEET. GRID DISTANCES. SITE COMBINATION FACTOR = 0.9997238931
- 2) ALL UNMONUMENTED LOT CORNERS, ANGLE POINTS, AND POINTS OF CURVATURE TO BE MONUMENTED WITH 1½" ALUMINUM CAP STAMPED "SSS P.L.S. 5910" ON ¾"x24" REBAR.
- 3) A PORTION OF THE LAND CONTAINED WITHIN THE PLAT IS ENCUMBERED BY A 100–YEAR FEMA SPECIAL FLOOD HAZARD AREA (SFHA), PER F.I.R.M. Panel No. 56021C1170F; DATED JANUARY 17, 2007. A PORTION OF THE PARENT PARCEL (REMAINDER) IS ENCUMBERED BY A SFHA.
- 4) LEGAL ACCESS TO THIS SUBDIVISION LOT (AND REMAINDER) FROM ROAD 146 IS PROVIDED VIA EASEMENT ACROSS ABUTTING TRACT 2, WILSON ACRES ESTABLISHED IN BOOK 2761, PAGE 1863 IN THE REAL ESTATE OFFICE OF THE LARAMIE COUNTY CLERK.
- 5) THE SUBJECT PROPERTY DOES NOT FALL WITHIN THE CWPP.

LEGEND

- SET 1½" ALUMINUM CAP STAMPED "SSS P.L.S. 5910" ON ¾" x 24" REBAR
- FOUND 1½" ALUMINUM CAP STAMPED LS 519

VICINITY MAP



FILING RECORD

DEDICATION

KNOW ALL PERSONS BY THESE PRESENTS THAT: Tanner J. Leuning and G & G Enterprises of Wyoming, as joint tenants with rights of survivorship, owners in fee simple of a parcel of land Situate in a portion of the N½S½, of Section 34, Township 14 North, Range 63 West of the 6th P.M., Laramie County, Wyoming, being a portion of that parcel recorded in Book 2779, Page 1376, more particularly described as follows;

Beginning at a point on the North line of the S½SE¼ from which the S¼ corner of Section 34 bears, S0°03'31"W, a distance of 1321.01 feet, said point being the Southwest corner of that parcel recorded in Book 2778, Page 1687; thence N0°11'05"W, along the West line of said parcel, a distance of 692.21 feet; thence N89° 42' 05"E, a distance of 692.21 feet; thence S00° 11' 05"E, a distance of 692.21 feet to the South line of said parcel; thence S89° 42' 05"W, along said South line, a distance of 692.21 feet to the point of beginning. Containing 11 acres more or less.

Have caused the same to be surveyed, vacated and platted to be known as PITA RANCH, and does hereby declare the subdivision of said land as it appears on this plat, to be their free act and deed and in accordance with their desires; and do furthermore grant the easements for the purposes indicated hereon.

Tanner J. Leuning & Victoria Ganskow, Member, G & G Enterprises of Wyoming, as joint tenants with rights of survivorship

OWNER ACKNOWLEDGEMENT

STATE OF WYOMING )  
COUNTY OF LARAMIE ) SS

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2023 by Tanner J. Leuning & Victoria Ganskow, Member, G & G Enterprises of Wyoming, as joint tenants with rights of survivorship

Notary Public, Laramie County, Wyoming

My Commission Expires: \_\_\_\_\_

APPROVALS

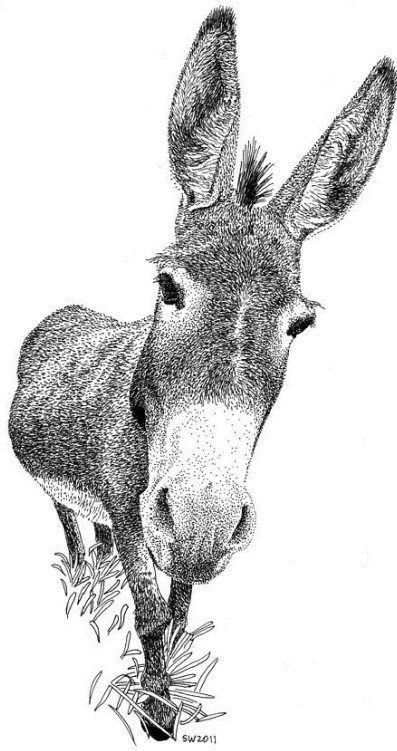
Approved by the Laramie County Planning Commission, this \_\_\_\_ day of \_\_\_\_\_, 2023.

Chairman

Approved by the Board of Laramie County Commissioners of Laramie County, Wyoming, this \_\_\_\_ day of \_\_\_\_\_, 2023.

Chairman

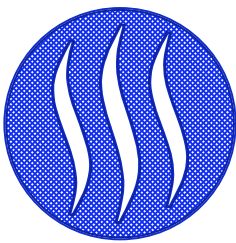
ATTEST: \_\_\_\_\_  
County Clerk



PITA RANCH

A SUBDIVISION OF  
A PORTION OF LAND  
SITUATED IN THE N½S½, OF SECTION 34,  
T14N, R63W, 6th P.M.,  
LARAMIE COUNTY, WYOMING

PREPARED DECEMBER 2022



STEIL SURVEYING SERVICES, LLC  
PROFESSIONAL LAND SURVEYORS  
PLANNING & DEVELOPMENT SPECIALISTS  
1102 WEST 19th ST. CHEYENNE, WY. 82001 ○ (307) 634 .7273  
756 GILCHRIST ST. WHEATLAND, WY. 82201 ○ (307) 322 .9789  
www.SteilSurvey.com ○ info@SteilSurvey.com

REVISED: 12/21/22  
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