



LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

Planning • Building

MEMORANDUM

TO: Laramie County Planning Commission

FROM: Cate Cundall, Associate Planner

DATE: August 13, 2026

TITLE: Review and Recommendation on Zone Change for Lot 20, Block 7, All America Subdivision, 2nd Filing from Land Use (LU) to Community Business (CB) zone district.

EXECUTIVE SUMMARY

Steil Surveying Services, LLC, on behalf of Jacob Johnson, has applied for approval of a zone change for Lot 20, Block 7, All American Subdivision, 2nd Filing, from Land Use (LU) zone district to Community Business (CB) zone district. The purpose of the application is to change the zoning of the subject parcel to match the zoning of the owner's adjacent lot to the west. The adjoining lot is currently used for storage.

BACKGROUND

Pertinent Regulations

Section 2-1-103 of the 2025 Laramie County Land Use Regulations governing the criteria for a zone map amendment.

Section 2-4-105 of the 2025 Laramie County Land Use Regulations governing the CB – Community Business zone district.

DISCUSSION

The subject property is currently assessed as residential vacant land and is bordered by a mixture of residential and commercial properties.

The Laramie County Comprehensive Plan designates this area as URI (Urban Rural Interface), intended to accommodate a mix of more intensive land uses than other areas. These areas may have a higher level of vehicular access, and a greater overall level of community services. PlanCheyenne designates this area as RR – Rural Residential.

Individual wells and septic systems provide water and sanitary services to the area. Any commercial development will require a Commercial Site Plan planning action.

Agency reviews have been addressed. Public notice was provided, and no written comments were received.

Section 2-1-103(e) states that prior to making a recommendation to the County Commissioners about any zoning map amendment, the Planning Commission is required to find:

- i. The zone change request supports and upholds the safety and health of the community; and that it endorses the general welfare of the inhabitants of Laramie County; and that one of the following two (2) is also determined and declared to be a finding:
 - A. The existing zoning classification of the land does not fit the overall development pattern of the area; or
 - B. There have been changes of a physical, economic, or social nature within the area which have prompted the request, and which enable the zone change to better meet community needs.

Criteria i. and B. are met by the type of action proposed and by meeting all of Planning's application criteria.

RECOMMENDATION and FINDINGS

Based on evidence provided, staff recommends that:

- a. This application does meet the criteria for a zone map amendment pursuant to section 2-1-103 of the Laramie County Land Use Regulations
- b. The proposed change in zone district is in conformance with the requirements of section 2-4-105 of the Laramie County Land Use Regulations.

and that the Planning Commission may recommend approval for the Lot 20, Block 7, All America Subdivision, 2nd Filing Zone Change from Land Use to Community Business, with no conditions.

PROPOSED MOTION

I move to recommend approval for a change in zone district for Lot 20, Block 7, All America Subdivision, 2nd Filing from Land Use to Community Business, to the Laramie County Board of Commissioners and adopt the findings of facts a and b of the staff report with no conditions.

ATTACHMENTS

Attachment 1: Location Map

Attachment 2: Pre-Application Notes

Attachment 3: Project Narrative

Attachment 4: Agency Review Comments and Applicant Response

Attachment 5: Draft Resolution

Attachment 6: Zone Change Exhibit

NORTH



Jacob Johnson Zone Change
Lot 20, Block 7,
All America, 2nd Filing
Subdivision

PZ-26-00055

Zone District Change
from
Land Use
to
Community Business



Laramie County, WY
Laramie County Planning and Development Office

3966 Archer Pkwy
Cheyenne, WY 82009
(307) 633-4303
www.laramiecountywy.gov
planning@laramiecountywy.gov

PERMIT

PA-26-00090

PRE-APPLICATION MEETINGS

SITE ADDRESS: UNKNOWN LARAMIE COUNTY
PRIMARY PARCEL: 14660632201200
PROJECT NAME: ZONE CHANGE FROM LU TO CB REQUESTED

ISSUED: 06/24/2026
EXPIRES: 12/21/2026

APPLICANT: JOHNSON, JACOB
PO BOX 2697
CHEYENNE, WY 82003-2697

OWNER: JOHNSON, JACOB
PO BOX 2697
CHEYENNE, WY 82003-2697

Detail Name	Detail Value
Meeting Date	06/24/2026
MEETING AM OR PM	PM
Application Types	Zone Change
Attendees	In Person (3966 Archer Pkwy)
Property Interest	Owner
Detailed Project Narrative	Expand business that already exists on western lot and change this lot to match CB zoning of west lot
Staff Attending	JA
Development Action	Zone Change Map
Copy of Pre-App Notes	REQUIRED FOR APPLICATION SUBMITTAL
Project Narrative Letter	Yes
Warranty Deed and/or Lease Agreement	Yes
Traffic Study	No
Roadway Maintenance Plan	No
Drainage Study	No
Drainage Plans	No
WY DEQ Chapter 23 Study/Submittal Letter	No
Development Agreement	No
Road/Easement Use Agreement	No
Perimeter Fence Construction per W.S.S. 18-5-319	No



Laramie County, WY

Laramie County Planning and Development Office

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Cheyenne, WY 82009
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Environmental and Services Impact Report	No
Community Facility Fees Acknowledgement Letter	No
Public Safety Fees Acknowledgement Letter	No
Application Fees	Yes
Environmental Health Review/Approval	Yes
Engineer Review - Paid by Applicant	No
Newspaper Legal Notice, Paid by Applicant	Yes
Public Notice, Paid by Applicant	Yes
Adjacent Property Owner Letter, Paid by Applicant	Yes
Floodplain Development Permit	No
GESC Permit	No
Right-of-Way Construction Permit	No

CONDITIONS

* Disclaimer: These are intended as guidance only. Fee calculations are determined at the time of application, and issues that arise during review periods are not always anticipated at pre-application stage. Public Records Act: This document and any documents provided by the applicant to Planning may constitute a public record under W.S.S. 16-4-201 et seq. Applicants are advised not to divulge any information at a Pre-Application Meeting with Planning that they do not yet desire to be public information.

* A traffic study may be required for any site plan, subdivision permit, or access request for any development and shall be required for any project or development that will generate 100 or more trips during any hour or over 200 trips per day. Traffic studies shall be prepared by a qualified civil engineer licensed by the Wyoming State Board of Registration for Professional Engineers and Professional Land Surveyors to practice engineering in Wyoming. The applicant and the engineer shall meet with the County prior to preparation of the traffic study to discuss specific issues or concerns. The Director of Planning and Development may waive a traffic study based on estimated ADT, and peak hour trips, or existing road or site conditions, including adequate pedestrian access.

* Requests for waivers for drainage impact studies shall be made in writing to the Laramie County Public Works Department. The County shall review the request and approve the grant for a waiver or identify the level of study required for the proposed development action. Laramie County Public Works may waive the requirement for drainage study based on the following: a. Information is provided to substantiate there are no potential drainage problems at the site or downstream of the site (including impacts to downstream floodplains). b. The development or redevelopment will not result in an increase in the historic impervious area. c. The development or redevelopment of an area is immediately adjacent to a major drainageway that is capable of conveying the fully developed basin 100-year flood without impact to the base flood elevation. d. The development or redevelopment is unlikely to create drainage problems.

* A waiver or alternative to the required landscaping may be presented to the Planning and Development Director for review. The Director shall approve the proposed alternative landscape plan based on the following criteria: A. the proposed alternative meets or exceeds the intent of this regulation, and B. the proposed alternative is well-integrated with the surrounding landscaping and land uses, and C. the proposed alternative meets the goals of Laramie County Comprehensive Plan and; D. the purpose of the required site plan is to legalize an existing use and the impact or benefits of the landscape plan on the property would be minimal; or E. the landscaping as required would prohibit reasonable use of the property.



June 25, 2026

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

**InRe: LETTER OF JUSTIFICATION – Zone Change for Lot 20, Block 7, All
America Subdivision 2nd Filing.**

Steil Surveying Services, agent for the owner, intends to change the zone of the above referenced parcel of land to match the zoning of the owners adjacent parcel to the west, which is zoned CB.

Please contact me with any questions or concerns.

Sincerely,

A handwritten signature in blue ink that reads "Michael L. Hansen". The signature is written in a cursive style with a large, stylized "M" and "H".

Shane Hansen

Director Planning and Development
Steil Surveying Services, LLC
shansen@steilsurvey.com

AGENCY REVIEW #1

Permit Notes

Permit Number: PZ-26-00055

Parcel Number: 14660632201200

Submitted: 06/25/2026

Applicant: HANSEN, MICHEAL SHANE
Owner: JOHNSON, JACOB

Site Address: UNKNOWN

Laramie County, WY 00000

Technically Complete: 06/25/2026

Approved:
Issued:

Project Description: CHANGE TO ZONE TO MATCH ADJACENT PROPERTY THEY OWN TO THE WEST.

<u>Begin Date</u>	<u>End Date</u>	<u>Permit Area</u>	<u>Subject</u>	<u>Note Type</u>	<u>Note Text</u>	<u>Created By</u>
06/25/2026		Application	PZ-26-00055	GENERAL	Zone Change to CB Permit - Planning Commission Public Hearing 8.13.26, BOCC Public Hearing 9.1.26, letters sent 7.6.26, legal ad published 7.10.26	CATHERINE.CUNDALL@LARAMIECOUNTY.WY.GOV
06/30/2026		Workflow	ENGINEERS REVIEW	GENERAL	No comment on the Zone Change. Additional comments may be made when/if a site plan application is submitted.	SCOTT.LARSON@LARAMIECOUNTY.WY.GOV
07/07/2026		Workflow	ENVIRONMENTAL HEALTH REVIEW	GENERAL	No Comments	TIFFANY.GAERTNER@LARAMIECOUNTY.WY.GOV
07/14/2026		Workflow	COUNTY ASSESSOR REVIEW	GENERAL	No comments.	CINDY.KEMIVES@LARAMIECOUNTY.WY.GOV
07/16/2026		Workflow	PUBLIC WORKS REVIEW	GENERAL	1. Further development actions related to this parcel will trigger further and more in depth review by Laramie County Public Works. 2. Future infrastructure upgrades may be required with this development. This could include but is not limited to access, right-of-way (road construction), re-vegetation and signage. Permit applications through Public Works will be required at the time of development. 3. Given the platting of the roads within All America Subdivision 3rd filing and the lack of those roads being displayed on the Laramie County Assessor map, I recommend Cambia be added for GIS and addressing purposes.	MOLLY.BENNETT@LARAMIECOUNTY.WY.GOV

Catherine Cundall

From: Shane Hansen <shansen@steilsurvey.com>
Sent: Tuesday, July 21, 2026 10:13 AM
To: Catherine Cundall
Subject: Re: PZ-26-00055 Review #1

Attention: This email message is from an **external(non-County)** email address. Please exercise caution and/or verify authenticity before opening the email/attachments/links from an email you aren't expecting.

Nothing to respond to. I like that!

Respectfully,

Shane Hansen, CST

Director Planning and Development

STEIL SURVEYING SERVICES, LLC

LAND | CONSTRUCTION | ALTA | SITE PLANNING

1102 West 19th Street | Cheyenne, Wyoming 82001

Office: 307.634.7273

Cell: 307.630.6035

shansen@steilsurvey.com



Sent from eM Client | www.emclient.com

----- Original Message -----

From "Catherine Cundall" <catherine.cundall@laramiecountywy.gov>

To "shansen@steilsurvey.com" <shansen@steilsurvey.com>

Date 7/21/2026 10:07:57 AM

Subject PZ-26-00055 Review #1

Shane.....here are the comments from the first review. 😊

Cate Cundall

Associate Planner

Laramie County Planning & Development

3966 Archer Parkway

Cheyenne, WY 82009

Direct Line 307-633-4618

Main Line 307-633-4303

PUBLIC RECORDS ACT

Email to and from me may constitute a public record and may be subject to disclosure upon request under the Wyoming Public Records Act and similar laws.

Fraud Notice

Laramie County Planning has been the target of fraudulent impersonation attempts. Be advised that **we do not request or accept payments via wire transfer or ACH** for any transactions. Any such payment instructions are unauthorized and are the actions of criminal actors. Always verify payment instructions directly with our office before remitting funds.

RESOLUTION NO. _____

**A RESOLUTION TO APPROVE A CHANGE IN ZONE DISTRICT
FOR LOT 20, BLOCK 7, ALL AMERICA SUBDIVISION, 2ND FILING FROM
LAND USE TO COMMUNITY BUSINESS**

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 2025 Laramie County Land Use Regulations; and

WHEREAS, the proposed zone change is in conformance with section 2-1-103 of the Laramie County Land Use Regulations; and

WHEREAS, the proposed zone change is in conformance with section 2-4-105 of the Laramie County Land Use Regulations.

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

The Laramie County Board of Commissioners finds that:

- i. The zone change request supports and upholds the safety and health of the community; and that it endorses the general welfare of the inhabitants of Laramie County; and that one of the following two (2) is also determined and declared to be a finding:
 - A. The existing zoning classification of the land does not fit the overall development pattern of the area; or
 - B. There have been changes of a physical, economic, or social nature within the area which have prompted the request, and which enable the zone change to better meet community needs.

and the Board approves a Zone Change for Lot 20, Block 7, All America Subdivision, 2nd Filing from Land Use to Community Business, as shown on the attached 'Exhibit A' with no conditions.

PRESENTED, READ AND ADOPTED THIS _____ DAY OF

_____, 2026.

LARAMIE COUNTY BOARD OF COMMISSIONERS

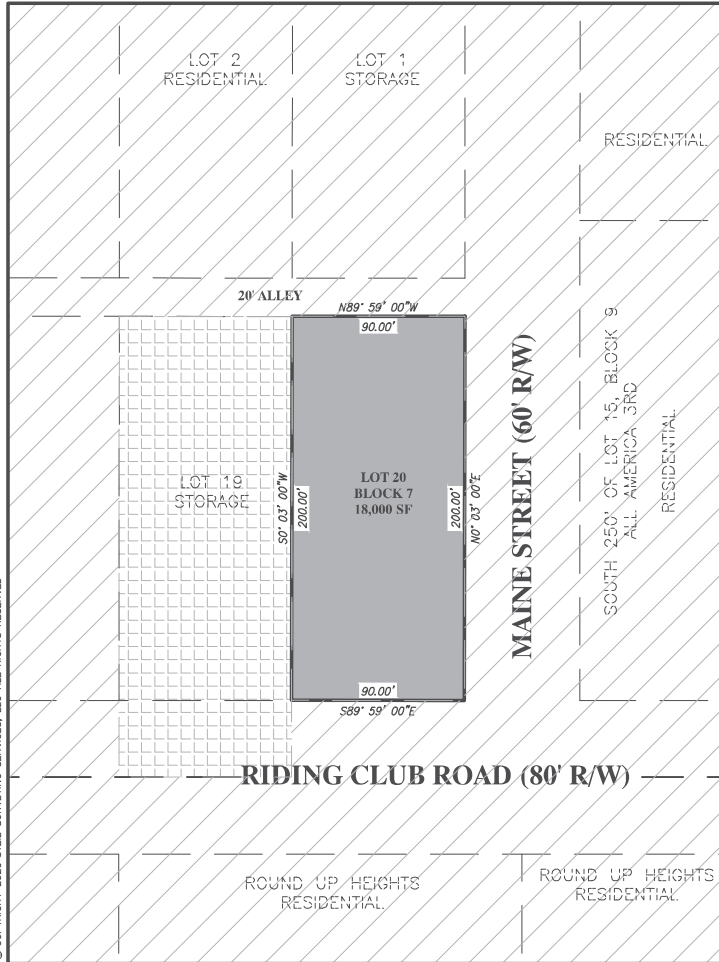
Gunnar Malm, Chairman

ATTEST:

Debra K. Lee, Laramie County Clerk

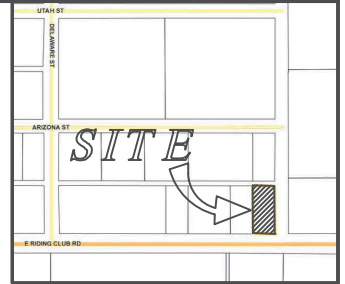
Reviewed and approved as to form:

Laramie County Attorney's Office



LEGEND

- EXISTING ZONING LU
- EXISTING ZONING CB
- PROPOSED ZONING CB



VICINITY MAP

EXISTING ZONING - LU
PROPOSED ZONING - CB

ZONE CHANGE EXHIBIT

FOR LOT 20, BLOCK 7,
ALL AMERICA SUBDIVISION
2ND FILING,
LARAMIE COUNTY, WYOMING

PREPARED JUNE, 2026



0 50
Scale: 1" = 50'

REVISED: 6/24/2026
26295_ZONE_CHANGE.DWG



STEIL SURVEYING SERVICES, LLC
PROFESSIONAL LAND SURVEYORS
PLANNING & DEVELOPMENT SPECIALISTS
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