



LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

Planning • Building

MEMORANDUM

TO: Laramie County Board of Commissioners

FROM: Bryce Hamilton, Associate Planner

DATE: November 19th, 2024

TITLE: PUBLIC HEARING regarding a Subdivision Permit & Plat for The Saddle Club, situated in a Portion of Section 34, Township 14N, Range 63W of the 6th P.M., Laramie County, WY.

EXECUTIVE SUMMARY

Steil Surveying, on behalf of Sara Smith, has submitted a Subdivision Permit and Plat application for this property located generally in the NE $\frac{1}{4}$ of Section 34, Township 14N, Range 66W of the 6th P.M., Laramie County, WY. The application has been submitted to subdivide roughly twenty (20) acres into three (3) residential lots of roughly six and a half (6.5) acres each.

BACKGROUND

The current use of the property is vacant residential land and is situated in the LU – Land Use Zone District. The current parcel is accessed from County Road 146. Under the proposed plat, all tracts would have legal access from a newly-created private 60' access, utility, and drainage easement. Tract 1 would be allowed to utilize the existing built approach from Road 146 as it directly abuts the public ROW, while Tracts 2 and 3 would be required to access from the newly-created easement. A fire apparatus turnaround is proposed to be included on the easement per the Laramie County Land Use Regulations. The utility easement has 20 feet of additional width beyond the access and drainage easements.

Pertinent Statutes and Regulations include:

W.S. § 18-5-301 thru 18-5-306.

LCLUR Section 2-1-101(a) thru (e), governing criteria for a Subdivision Permit and Plat.

LCLUR Section 4-2-114, governing the LU – Land Use Zone District.

DISCUSSION

The subject property is located within the LU – Land Use Zone District. The applicant’s intent is to create three (3) single family residence tracts of roughly six and a half (6.5) acres each. The overall subdivision would be serviced by Road 146 for access, while the western lots would be served by a private access easement. Additionally, the plat would clarify 40’ of ROW previously dedicated for Road 146. Given the access is via private easement, the County would not take maintenance of any road constructed within it.

The proposed sewage system for the subdivision is the use of individual on-site septic tanks and leach fields permitted and constructed to DEQ Rules and Regulations and the standards established by the Cheyenne/Laramie County Environmental Health Division. The proposed water system is individual residential wells permitted to Wyoming State Engineer’s office standards.

The Laramie County Comprehensive Plan identifies the area as RAI – Rural Ag Interface. Residential uses are primarily anticipated in these areas. Limited service commercial and retail uses are anticipated at major intersections. For example, a gas station, repair shops, lodging, and restaurants may be appropriate along a highway or interstate interchange when adequate buffering from adjacent residential uses is provided. Commercial uses should provide evidence that they will not significantly impact surrounding residential uses. Density of uses shall be foremost based on availability and access to water, and development is encouraged on existing rights-of-way where possible. The proposed plat is residential in nature and is to be built upon existing rights of way, making it comport well with the Plan.

Certified letters were mailed to neighboring property owners, and a legal ad was printed in the Wyoming Tribune Eagle. Staff received no public comments regarding the proposed subdivision. Agency review comments received have addressed minor plat corrections.

RECOMMENDATION AND FINDINGS

Based on evidence provided, staff recommends the Board find that:

- a. This application is in conformance with section 4-2-114 governing the LU – Land Use zone district.
- b. 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.

and that Board approve the Subdivision Permit and Plat for The Saddle Club with no conditions.

PROPOSED MOTION

I move to adopt findings of fact a and b of the staff report and approve the Subdivision Permit and Plat for The Saddle Club with no conditions.

ATTACHMENTS

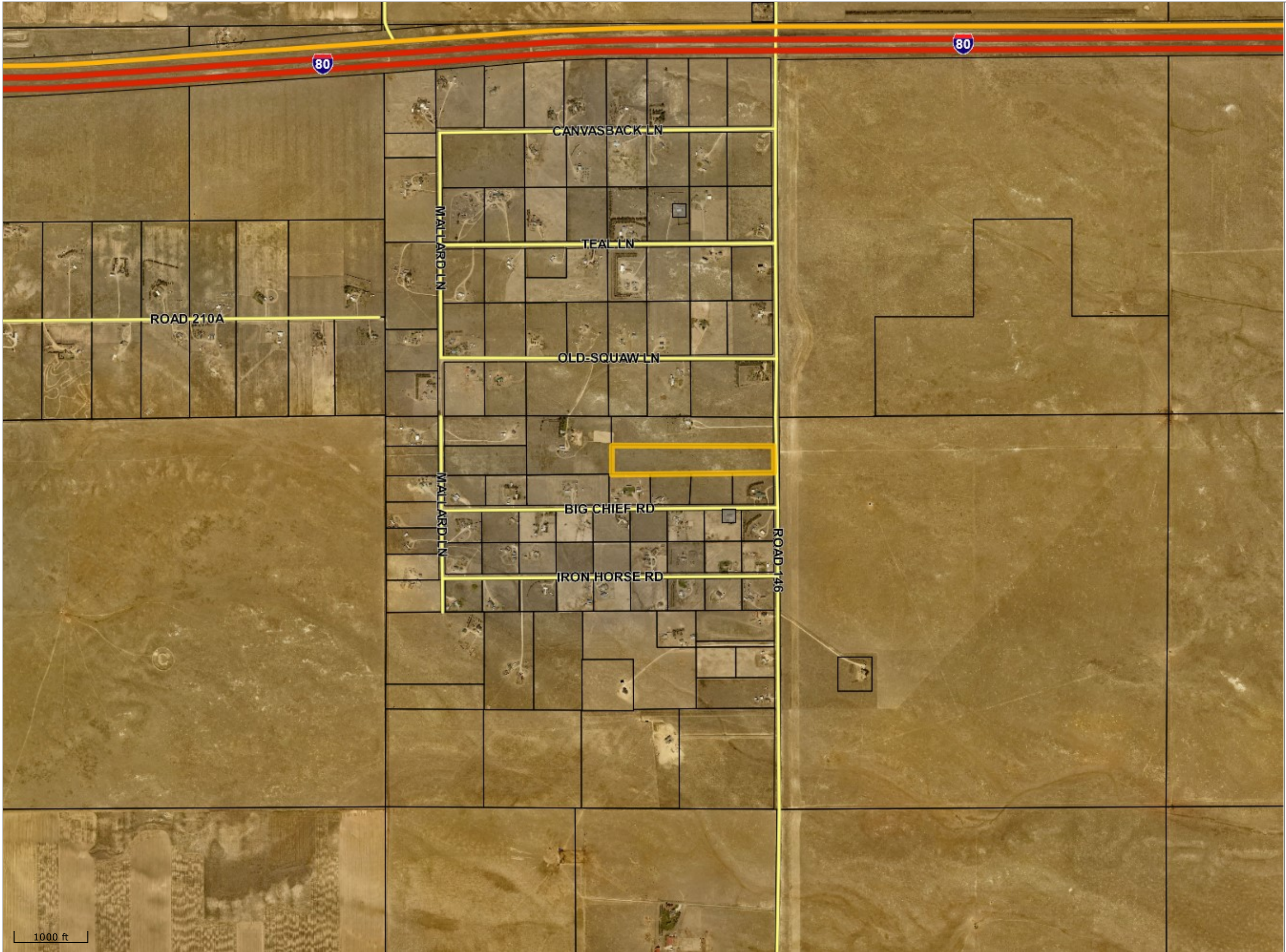
Attachment 1: Project Map

Attachment 2: Applicant Narrative

Attachment 3: Agency Review Comments with Applicant Responses

Attachment 4: The Saddle Club, plat revised 9.17.24

Attachment 5: Resolution



Laramie County Wyoming MapServer

PZ-24-00078

The Saddle Club

Subdivision Permit & Plat

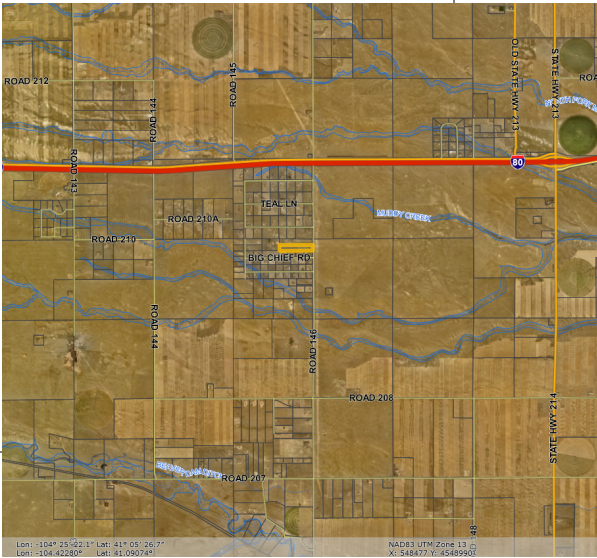
Individual Wells

Individual Septics

Fire District # 4

County Comprehensive Plan RAI -
Rural Ag Interface

No FEMA Floodplain Present



1000 ft



**Steil
Surveying
Services**

Professional Land Surveyors & Development Specialists

August 20, 2024

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

InRe: LETTER OF JUSTIFICATION – THE SADDLE CLUB

Steil Surveying Services, agent for the owner, intends to subdivide the NE¼ of Section 34, T14N, R63W, of the 6th P.M., Laramie County, Wyoming, into THREE (3) tracts for residential use.

The overall density of the subdivision is 19.86 acres. The Proposed subdivision will consist of THREE (3) tracts that meet and exceed the minimum requirements as set forth by Laramie County.

Please contact me with any questions or concerns.

Sincerely,

Shane Hansen

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

Permit Notes

Permit Number: PZ-24-00078

Parcel Number: 14633410000100

Submitted: 08/20/2024

Site Address: 992 ROAD 146

Technically Complete: 08/20/2024

Applicant: HANSEN, MICHEAL SHANE

Burns, WY 82053

Approved: 09/17/2024

Owner: STOVALL, JULIAN G

Issued:

Project Description: RESIDENTIAL SUBDIVISION

<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>
08/29/2024		Application	PZ-24-00078	GENERAL	LCPC 10/24, BOCC 11/19	BRYCE.HAMILTON@LARAMIECOUNTY.WY.GOV
08/29/2024	08/29/2024	Application	PZ-24-00078	GENERAL	no comment	CONSERVATIONDISTRICT@LARAMIECOUNTY.WY.GOV
08/29/2024	08/29/2024	Workflow	COUNTY ASSESSOR REVIEW	GENERAL	1. Situate in T14N (update title block). 2. Owner of record and parcel boundary data appear to be in order (BK 2890, PG 1302). No further comments for this plat drawing.	CINDY.KEMIVES@LARAMIECOUNTY.WY.GOV
			1.CORRECTED			
09/03/2024		Application	PZ-24-00078	GENERAL	Lot sizes and plat conform. No further comment.	LARAMIECOUNTYATTORNEY@LARAMIECOUNTY.WY.GOV
09/05/2024		Workflow	PUBLIC WORKS REVIEW	GENERAL	1. At time of review by Public Works, the review engineer comments had not been submitted. If the comments need further conversation and/or clarification, please do not hesitate to reach out to Public Works. 2. All comments from the review engineer and/or surveyor shall be addressed. 3. Any internal roadways and/or access easements shall comply with the needs of emergency services. 4. Due to Road 146 being dedicated to the public, access permit applications through Public Works will be required for each tract off of Road 146. Call (307-633-4302) or email (permits@laramiecountywy.gov) Public Works for more information. 5. Note on the plat related to no public maintenance needs to read "no public maintenance of internal roadways/access easements." 6. I would recommend Cambia be added for the purpose of addressing and naming. I do not know if this access easement will be an official road or not and if the tracts can be addressed off of it.	MOLLY.BENNETT@LARAMIECOUNTY.WY.GOV
			1. ACK 2. ACK 3. ACK 4. ACK 5. ADDED 6. ACK			
09/09/2024	09/09/2024	Application	PZ-24-00078	GENERAL	All roads shall conform with the LCLUR.	MATTHEW.BUTLER@LARAMIECOUNTY.WY.GOV
			ACKNOWLEDGED			

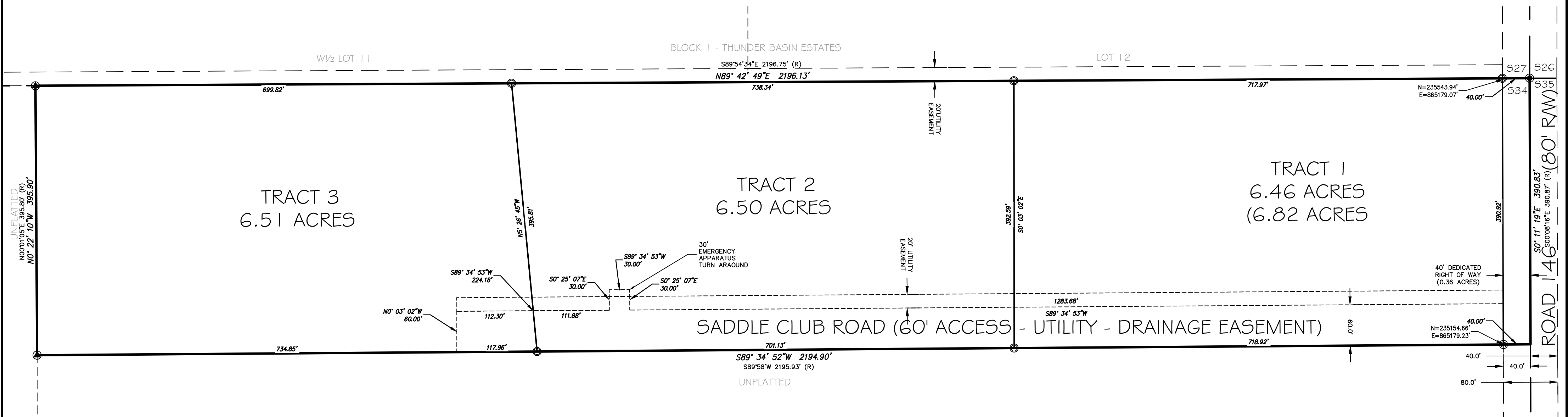
Permit Notes

09/10/2024		Workflow	PLAN REVIEW BY BUILDING	GENERAL	<p>Premises identification shall be in accordance with 2021 IFC section 505 and 2021 IRC section 319, and 2021 IBC section 502.1.</p> <p>Building permits shall be required for all new building construction.</p> <p>Laramie County has adopted the 2021 I-codes and the 2023 NEC.</p>	DANIEL.PETERS@LARAMIECOUNTY.WY.GOV
09/10/2024		Workflow	PLAN REVIEW BY ENVIRONMENTAL HEALTH	GENERAL	<p>If 992 Road 146 septic system is going to be used, it must be staked or fenced. New access easement cannot go over existing septic system if it is going to continue to be utilized. If existing septic system is abandoned, contact Environmental Health for requirements and inspection. Small wastewater permits are required on each new house. Keep new septic systems out of easements. Maintain 50 ft property line setbacks when planning site layouts. Signed final plat must be submitted to Environmental Health prior to application for new permits.</p>	TIFFANY.GAERTNER@LARAMIECOUNTY.WY.GOV
09/11/2024	09/11/2024	Application	PZ-24-00078	GENERAL	<p>Engineer Review</p> <p>1.I concur that a detailed Drainage Study and Traffic Study is not warranted at this time. A Drainage Study shall be submitted with construction design plans for the roadway.</p> <p>2.The roadway shall be designed and constructed to the LCLUR requirements and construction design plans shall be submitted, reviewed and approved by the County.</p> <p>3.A note should be added indicating that access to all Tracts shall be via Saddle Club Road only. The existing access off Road 146 shall be completely removed.</p> <p>4.There appears to be a typo in the Title Block; it states T34N which should be T14N as indicated in the vicinity map.</p> <p>5.There appears to be an easement immediately north of the 60 Access and Utility Easement for Saddle Club Road that is not defined/labeled and dimensioned.</p> <p>6.There is an existing 20 utility easement that ties to the norther boundary of this plat that is within the Thunder Basin Estates that needs to be shown on this plat drawing.</p> <p>Surveyor Review</p> <p>1.Is SADDLE CLUB ROAD proposed to be Dedicated to the Public or is its use proposed to be limited to the owners of the lots in THE SADDLE CLUB subdivision.</p> <p>2.There is what appears to be a 30 X 30 northerly extension of SADDLE CLUB ROAD in TRACT 2. Is it proposed to be a hammerhead turnaround easement which is part of SADDLE CLUB ROAD? It might be a good idea to define its purpose on the plat.</p>	SCOTT.LARSON@LARAMIECOUNTY.WY.GOV
					<p>1. ACK</p> <p>2. ACK</p> <p>3. ACK</p> <p>4. CORRECTED</p> <p>5. EMERGENCY TURNAROUND</p> <p>6. ADDED</p> <p>1. NOT DEDICATED</p> <p>2. EMERGENCY TURNAROUND - LABELED</p>	
09/12/2024	09/12/2024	Workflow	COUNTY REAL ESTATE OFFICE REVIEW	DEFICIENCY	<p>In the title block please change the Township from 34 to 14.</p>	LAURA.PATE@LARAMIECOUNTY.WY.GOV
					CORRECTED	

Permit Notes

09/17/2024	Workflow	PLAN REVIEW BY PLANNING AND ZONING	GENERAL	Planning review round 1: 1. Please address all agency commentary.	BRYCE.HAMILTON @LARAMIECOUNT YWY.GOV
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NO PROPOSED CENTRAL WATER SUPPLY SYSTEM NO PROPOSED CENTRALIZED SEWAGE SYSTEM FIRE PROTECTION TO BE PROVIDED BY FIRE DISTRICT #6
 THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE



DEDICATION

KNOW ALL PERSONS BY THESE PRESENTS THAT: Dustin Smith and Sara Smith, husband and wife, owners in fee simple of:

All of the following described land situate in the N½ of the NE¼ of Section 34, Township 14 North, Range 63 West of the 6th P.M., Laramie County, Wyoming, to wit:

Beginning at the corner common to Sections 26, 27, 34 and 35, Township 14 North, Range 63 West of the 6th P.M.; thence along the line common to Sections 34 and 35, Township 14 North, Range 63 West of the 6th P.M., S. 00 degrees 08'16"W. (formerly called S. 00 degrees 08'17"W.) a distance of 390.87 feet; thence S.89 degrees 58'W., a distance of 2195.93 feet; thence N. 00 degrees 01'05"E., (formerly called N. 00 degrees 01'28"E.) a distance of 395.80 feet thence S. 89 degrees 54'34"E. (formerly called S.89 degrees 53'43"E.) along the line common to said Sections 27 and 34, which is also the south line of Thunder Basin Estates, a subdivision of Section 27, Township 14 North, Range 63 West of the 6th P.M., a distance of 2196.75 feet (this distance being proportioned to the total measured line, formerly called 2196.27 feet) to the point of beginning.

Has caused the same to be surveyed, platted and known as: THE SADDLE CLUB, and do 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 dedicate the easements as shown hereon for the purposes indicated.

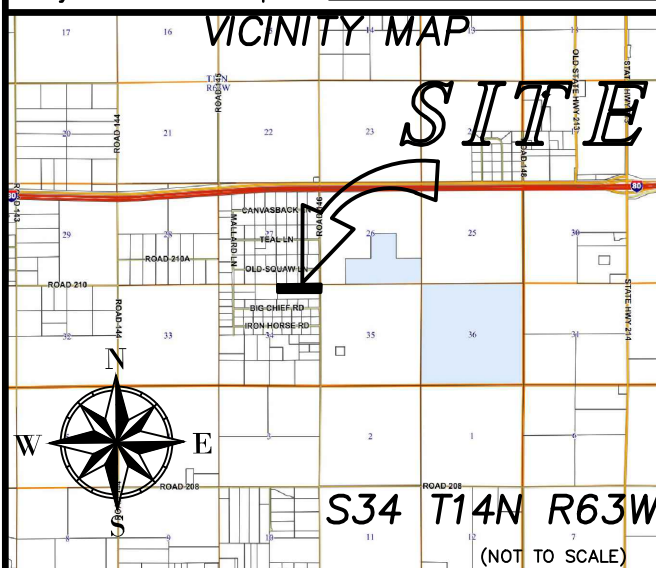
Dustin Smith Sara Smith
OWNER ACKNOWLEDGEMENT

STATE OF WYOMING)
) SS
 COUNTY OF LARAMIE)

The foregoing instrument was acknowledged before me this ___ day of ____, 2024 Dustin Smith and Sara Smith, husband and wife.

Notary Public, Laramie County, Wyoming

My Commission Expires: _____



LEGEND

- SET 5/8" X 24" LONG REBAR WITH 1 1/2" ALUMINUM CAP STAMPED "SSS P.L.S. 5910"
- FOUND ALUMINUM CAP
- ▲ FOUND PLASTIC CAP
- ⊙ FOUND 5/8" REBAR

FILING RECORD

APPROVALS

Approved by the Laramie County Planning Commission this ___ day of ____, 2024.

Chairman

Approved by the Board of Commissioners of Laramie County, Wyoming this ___ day of ____, 2024.

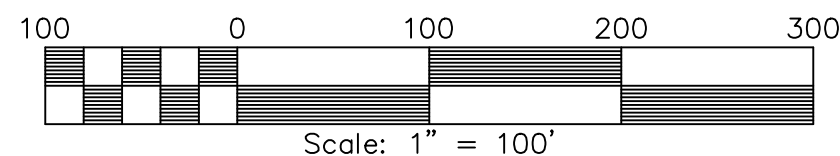
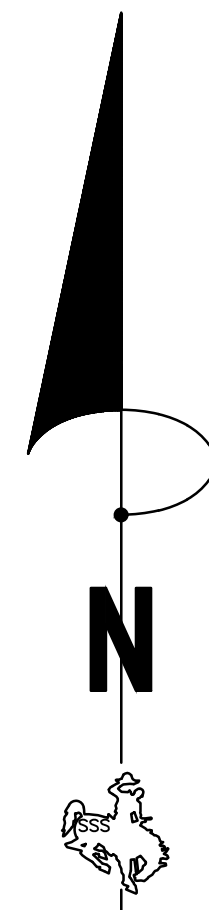
ATTEST: _____
 Chairman County Clerk

NOTES

- BASIS OF BEARINGS: WYOMING STATE PLANE COORDINATES, EAST ZONE, NAD83-2011, US SURVEY FEET. GRID DISTANCES. COMBINATION FACTOR = 0.9997244668.
- ALL UNMONUMENTED TRACT CORNERS, ANGLE POINTS AND CURVE POINTS TO BE MONUMENTED WITH A 1 1/2" ALUMINUM CAP STAMPED "SSS PLS 5910" SET 5/8" X 24" REBAR.
 - NO PORTION OF THIS PLAT FALLS WITHIN A FEMA 100-YEAR SFHA PER F.I.R.M PANEL #56021C1170F; DATED JANUARY 17, 2007.
 - ALL WELLS AND SEPTIC SYSTEMS SHALL COMPLY WITH ALL APPLICABLE ORDINANCE(S), RULES AND REGULATIONS.
 - CWPP - SUBJECT PARCEL DOES NOT FALL WITHIN THE CWPP.
 - NO PUBLIC MAINTENANCE OF INTERNAL ROADS
 - ALL TRACTS WILL BE ACCESSED FROM SADDLE CLUB ROAD

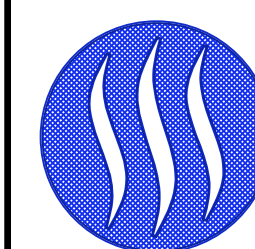
CERTIFICATE OF SURVEYOR

I, Jeffrey B. Jones, A Professional Land Surveyor in the State of Wyoming, for and on behalf of Steil Surveying Services, LLC, hereby state, to the best of my knowledge, information and belief, that this map was prepared from field notes taken during an actual survey made by me or under my direct supervision; and that this map correctly shows the results of said survey and that the monuments found or set are as shown.



THE SADDLE CLUB

A SUBDIVISION OF A PORTION OF SECTION 34, T14N, R63W, 6TH P.M., LARAMIE COUNTY, WYOMING.
 PREPARED AUGUST, 2024



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: 9/17/2024 MSH
 24274 FP.DWG

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RESOLUTION NO. _____

A RESOLUTION TO APPROVE A SUBDIVISION PERMIT AND PLAT FOR A PORTION OF THE NE¼ OF SECTION 34, TOWNSHIP 14 NORTH, RANGE 63 WEST OF THE 6TH P.M., LARAMIE COUNTY, WY, TO BE PLATTED AND KNOWN AS “THE SADDLE CLUB”

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 (LCLUR); 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 shall constitute the subdivision permit application for The Saddle Club.

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) governing the criteria for a subdivision permit & plat.
- 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 The Saddle Club with no conditions.

PRESENTED, READ AND ADOPTED THIS _____ DAY OF _____, 2024.

LARAMIE COUNTY BOARD OF COMMISSIONERS

Chairman

ATTEST:

Debra K. Lee, Laramie County Clerk

Reviewed and approved as to form:

Laramie County Attorney's Office