

LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

Planning • Building

MEMORANDUM

TO: Laramie County Board of Commissioners

FROM: Seth Frentheway, Associate Planner

DATE: June 19th, 2018

TITLE: Review and action of a Subdivision Permit and Plat for Granite Springs

Subdivision, a replat of a portion of Tract 3, Prosser Tracts, Laramie County,

WY.

EXECUTIVE SUMMARY

CEPI, Inc, on behalf of Granite Springs Apartments, LLC and AYH, LLC, has submitted a Subdivision Permit and Plat application for Granite Springs Subdivision, located northeast of E. Jefferson Rd. & Avenue C. The application has been submitted for the purpose of re-platting the four tracts owned by Granite Springs, LLC and AYH, LLC into three lots.

BACKGROUND

The proposed subdivision will reconfigure the existing four (4) tracts into three separate lots. The property is being replatted to correct previous lot line location errors and to consolidate the Granite Springs Apartments onto one legally-subdivided lot.

The property is within one mile of the City of Cheyenne jurisdiction, which requires a dual application process. A preliminary plat was submitted to the City and scheduled for final reading by the City Council on July 23rd, 2018.

Pertinent Regulations

Section 2-1-101 (a-e) of the Laramie County Land Use Regulations governing the criteria for a subdivision permit.

Section 4-2-104 of the Laramie County Land Use Regulations, governing the MR (Medium Density Residential) zone district.

DISCUSSION

The applicant is seeking approval of the subdivision permit and plat to prepare for development of Lot 1. On November 9th, 2017 the Laramie County Planning Commission approved a Site Plan for the proposed construction of two (2) Multi-family Apartment Complexes.

The Laramie County Comprehensive Plan identifies the area as Urban Rural Interface (URI). The Urban Rural Interface areas are intended to accommodate a mix of more intensive land uses than other areas. These areas may have public water and sewer services, a higher level of vehicular access, and a greater overall level of community services. Higher density residential, intensive commercial, employment centers and industrial uses are preferred in these areas. The subject property is located within the South Cheyenne Water & Sewer District.

PlanCheyenne categorizes these tracts as Urban Residential (UR). Areas designated as Urban Residential provide a gradual transition from the urbanized areas of the Cheyenne Area to the rural areas on the periphery, with a mix of rural and residential uses. The primary uses are a broader variety of residential types, including single-family residences, duplexes, patio homes, townhomes, condominiums, and apartments.

The subject property is located within the MR (Medium Density Residential) zoned boundary. Multi-family residential uses are Uses by Right within the MR zone district.

Public notice was published and neighbor notice letters were sent by certified mail. Staff received no comments from adjacent landowners. Most of the agency comments have been addressed with a revised plat submitted June 7th, 2018, a copy of which is attached. One remaining comment per County Engineer is required to be met prior to recordation of the plat.

Staff finds the proposed Subdivision Permit and Plat is in conformance with the plans and policies of the Laramie County Comprehensive Plan, and the Laramie County Land Use Regulations.

The Laramie County Planning Commission held a public hearing of this application on May 24^{th} , 2018. No public comment was received. The Planning Commission voted 3-0 to recommend approval of this application to the Board with conditions 1 and 2.

The attached resolution shall serve as the Subdivision Permit upon approval by the Board.

RECOMMENDATION and FINDINGS

Based on evidence provided, staff recommends the Board 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 is in conformance with section 4-2-104 of the Laramie County Land Use Regulations.

and that the Board recommend approval of the Subdivision Permit and Plat for Granite Springs Subdivision to the Laramie County Board of Commissioners with the following condition:

1. The 20' utility easement shown on the northern portion of Lot 3 shall be addressed per County Engineer comments.

PROPOSED MOTION

I move to recommend that the Board approve of the Subdivision Permit and Plat for Granite Springs with condition 1, and adopt the findings of facts a and b of the staff report.

ATTACHMENTS

Attachment 1: Aerial Map

Attachment 2: Comprehensive Plan Map

Attachment 3: PlanCheyenne Map

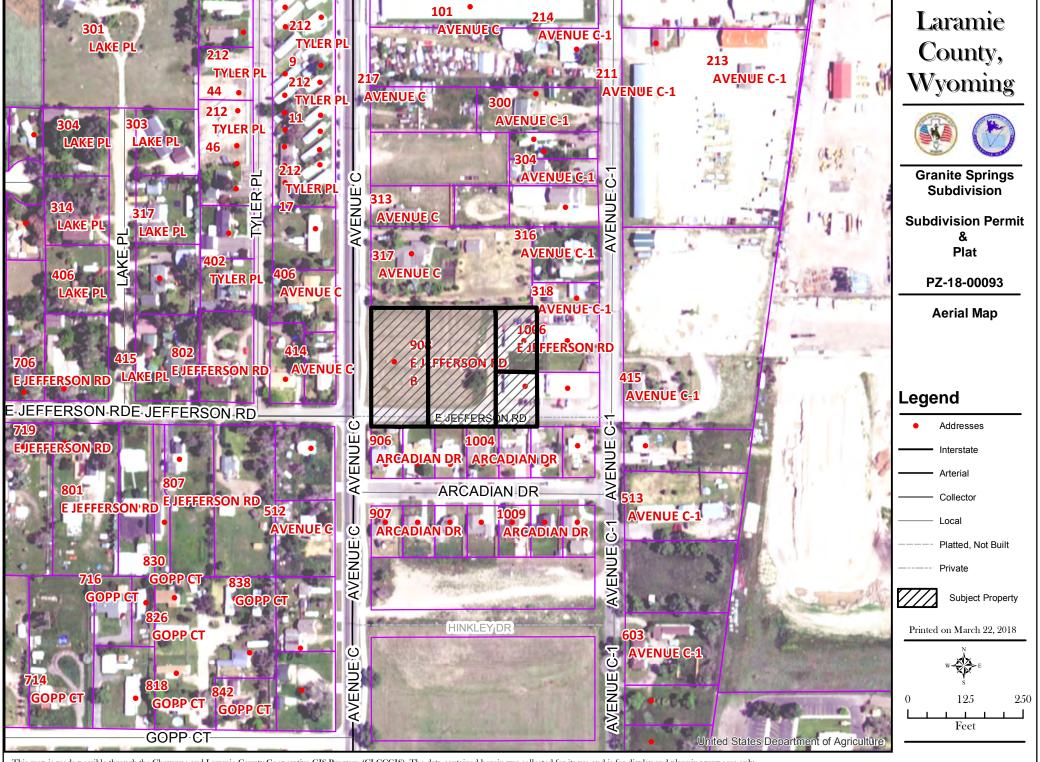
Attachment 4: Current Zoning Map

Attachment 5: Agency Review Comments

Attachment 6: Planning Commission Meeting Minutes

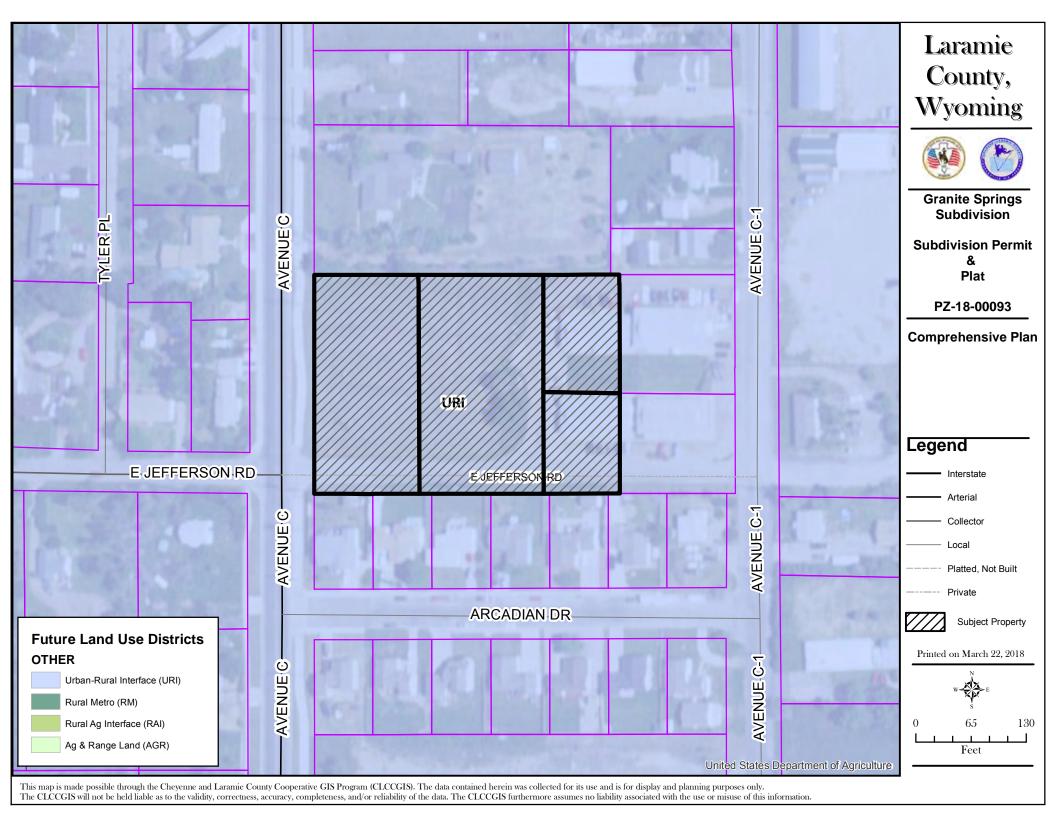
Attachment 7: Resolution

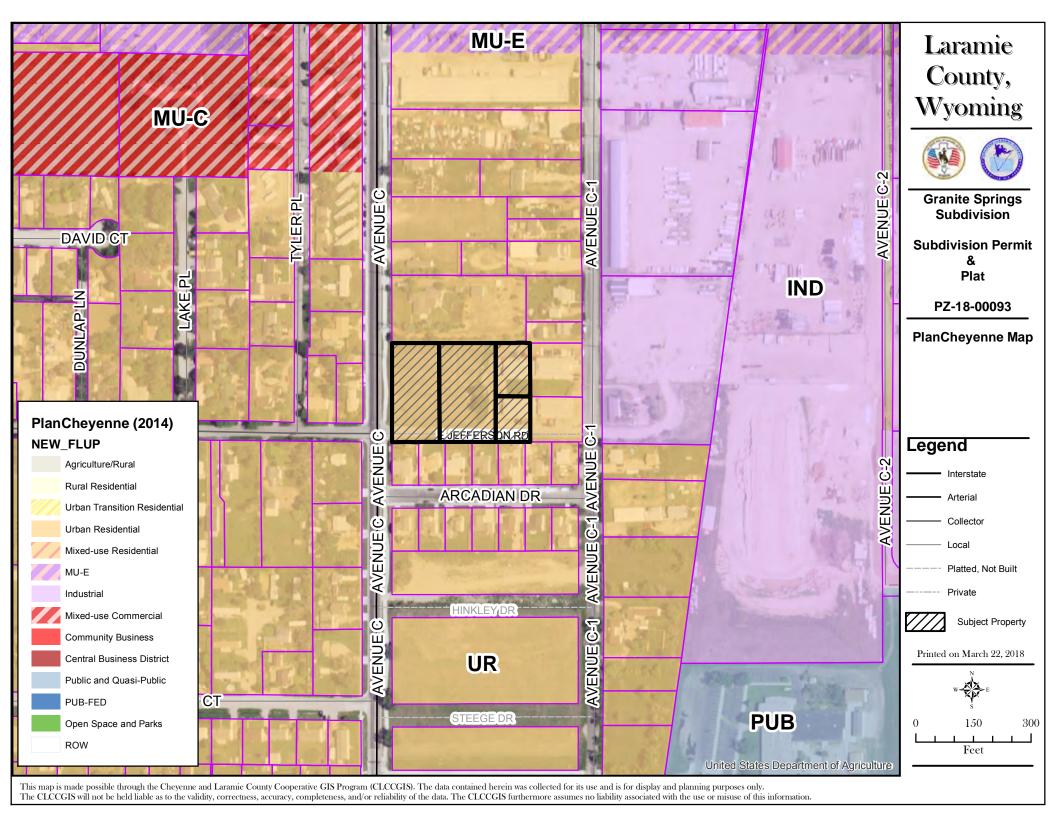
Attachment 8: Plat – Revised June 7, 2018

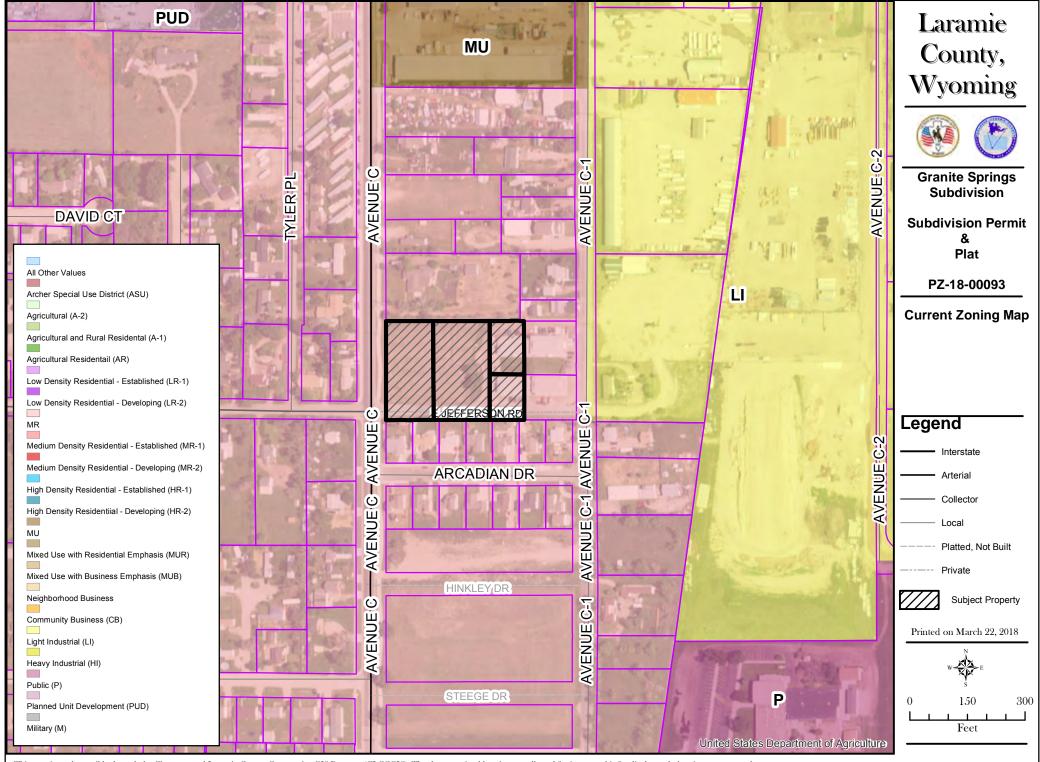


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<u>County Engineer:</u> Scott Larson COMMENTS ATTACHED 05/03/2018 Engineer Review

- 1. A Traffic Study and Drainage Study was submitted with the Site Plan application and approved.
- 2. On Note 5, please modify the note or add a statement along the lines of "No part of this platted area lies within the FEMA Flood Hazard Area per FIRM Panel 1356...." Surveyor Review
- 1. For subdivisions within one (1) mile of the city limits of Cheyenne, survey tie(s) by bearing/azimuth and the distance to two (2) of the City of the City of Cheyenne's Horizontal Control Network monuments shall be accurately described on the plat. In addition, for the purposes of enhancing the City and County GIS Program framework, all public land survey corners on or within the subdivision boundary shall have field observation coordinates provided on the plat. These coordinates shall reference Wyoming State Plane Coordinate System, East Zone, U.S. Survey foot, NAD 1983(CORS96). The coordinates shall be observed and verified at the time of the plat survey. According to an email memo from Jack Studley, Cheyenne City Surveyor "the conversion of City Ordinance requirements from the City Ground Datum system to the Wyoming State Plane Coordinate system was recently approved" and all future filings in the City should have State Plane coordinates and a combined scale factor for the project. I am not sure exactly when that would take affect or if it would specifically apply to this plat. This plat provides coordinates on the City of Cheyenne Datum only. 2. The 20' UTILITY EASEMENT across a portion of the northern part of Lot 3 does not include adequate dimension and boundary tie information to identify and locate it. 3. There is an 18' wide east-west strip of land located in the southern portion of Lot 1, which is sandwiched between a 20' WIDE UTILITY EASEMENT and a 20' WIDE ACCESS & UTILITY EASEMENT, which is not identified/labeled. It's use should be spelled out.

<u>County Public Works Department:</u> David Bumann COMMENTS ATTACHED 05/02/2018

This site plan was approved 11-9-17 and construction of improvements have commenced. This plat was to clean up property lines/set backs to bring both tracts (this and neighbor to the east into compliance with Laramie county land use regulations).

<u>County Real Estate Office:</u> Laura Pate COMMENTS ATTACHED 04/30/2018 Signature and notary for Granite Springs Apartments have wording issues. In signature area it has "Member of the Member of the Managing Member" and doesn't have Granite Springs Apartments LLC. And then the notary statement has "Member of the member of the managing member of Granite Springs Apartments LLC.

<u>Cheyenne Development Services:</u> Lisa Pafford COMMENTS ATTACHED 04/24/2018 This subdivision is occurring within a mile of the City and requires Governing Body review (W.S. 18-5-308(b) and approval.

Cheyenne MPO: Nancy Olson COMMENTS ATTACHED 04/27/2018

The north and south access easements do not need to extend as far west as Avenue C because access should only be from Jefferson Rd a private local street.

This comment will be made on the site plan review as well.

Black Hills Energy: Dustin McKen COMMENTS ATTACHED 04/20/2018

Please provide a 10' utility easement along Avenue C

Planners: Seth Frentheway COMMENTS ATTACHED 05/03/2018

- -Signature of Owner (Nathan Richards)has some clerical issues that need attending.
- -Approvals need to read "Laramie County Planning

Commission" and "Laramie County Board of Commissioners"

- -Name and Ownership of owners to N and E need to be addressed.
- -Northerns and Eastings need to be re-positioned to be legible.
- -Plat needs clarity regarding the 18' gap between the two 20' utility and access easements.

<u>Cheyenne Engineering Services:</u> Nathan Beauheim COMMENTS ATTACHED 04/23/2018

We cannot support the addition of another access point onto Avenue C. All of the required access for this project should

be from Jefferson. Plan Cheyenne shows the traffic volumes on Avenue C rising from their current level of 4500 vehicles

per day to 5700 vehicles per day in 2040 (Fiscally constrained scenario). Sweetgrass' traffic impact study tends to indicate that it will be the driver of much of that increase in traffic (as would be expected) so we may see the majority of that traffic growth in the next ten years.

AGENCIES WITH NO COMMENTS:

Fire District No. 1 Building Dept.:

AGENCIES WITH NO RESPONSE:

Cheyenne Urban Planning Office
County Assessor
County Attorney
County Treasurer
County Conservation District
US Post Office
Combined Communications Center
Emergency Management
Sheriff's Office
South Chey Community Development
South Cheyenne Water & Sewer

Second Review Comments

County Engineer: Scott Larson COMMENTS ATTACHED 05/15/2018

Engineer 2nd Review

- 1. All previous comments have been adequately addressed. Surveyor 2nd Review
- 1. According an email memo from Jack Studley, City of Cheyenne Surveyor, "the conversion of City Ordinance requirements from the City Ground Datum system to the Wyoming State Plane Coordinate system was recently approved" and all future filings in the City should have State Plane coordinates and a combined scale factor for the project. I am not sure whether that requirement applies to this plat or not.
- 2. Surveyor Comment "The 20' UTILITY EASEMENT" across a portion of the northern part of Lot 3 does not include adequate dimension and boundary tie information to identify and locate it." CEPI responded that it had been removed. The subject 20' UTILITY EASEMENT is still shown on the revised plat provided on May 14, 2018.
- 3. The subject 18' strip has been removed.

Third Review Comments

County Engineer: Scott Larson COMMENTS ATTACHED 05/15/2018

Engineer 3rd Review

There is a 20' UTILITY EASEMENT shown on the current plat across a portion of the northern boundary of Lot 3. The easement is 20' wide north-south and appears to extend to the east boundary of Lot 3. This easement does not extend to the west boundary of Lot 3 and there is no east-west dimension provided on the plat leaving the location of the west end of the easement undefined. It also does not appear to touch the north boundary of Lot 3.

The May 11 response of CEPI indicates that the referenced 20' UTILITY EASEMENT has been removed, but it still appears on the plat.

Minutes of the Proceedings

Granite Springs Subdivision Permit and Plat Laramie County Planning Commission Prepared by the Laramie County Planning && Development Office Laramie County Wyoming

Thursday, May 24, 2018

180524 00 The Laramie County Planning Commission met in regular session on Thursday, May 24, 2018 at 3:30 p.m.

Members in attendance were: Commissioner Jody Clark, Chairperson; Commissioners Jason Caughey and Bert Macy; Brad Emmons, Planning Director; Nancy Trimble, Associate Planner; Bryan Nicholas, Associate PlannerAntony Pomerleau, Chief Building Official.

The meeting register was signed by: Casey Palma, 1102 W 19th St, Cheyenne; Maeke Ermarth, 714 E Gopp Ct, Cheyenne; Fritz W. Ermarth, 714 E Gopp Ct, Cheyenne; Bill Fehringer, 6080 Enterprise, Casper; Nathan Fitzpatrick, 6805 Westedt Rd, Cheyenne.

02 Review and action of a Subdivision Permit and Plat for Granite Springs Subdivision, a replat of a portion of Tract 3, Prosser Tracts, Laramie County, WY.

Agenda Item 02 Subdivision Permit and Plat for Granite Springs Subdivision, a replat of a portion of Tract 3, Prosser Tracts

County Planner introduced the application, pertinent regulations and the applicant's agent.

Mr. Fehringer stated that reason for the re-plat is to provide ownership and parking space to the existing apartments.

County Planner provided staff report, and recommendations for approval with condition that the existing buildings be removed from the plat and that clerical issues on the plat are addressed prior to the public hearing by the board.

Commissioner Clark opened the hearing to public comment, no public comment. Commissioner Clark closed public comment and asked for a motion. Commissioner Caughey provided motion to approve, Commissioner Macy seconded the motion.

Subdivision Permit & Plat Approved with conditions (3-0).

Thursday, May 31, 2018 Page 1 of 1

RESOLUTION NO.

A RESOLUTION TO APPROVE A SUBDIVISION PERMIT AND PLAT FOR GRANITE SPRINGS SUBDIVISION, A REPLAT OF A PORTION OF TRACT 3, PROSSER TRACTS, LARAMIECOUNTY, WY.

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 proposed subdivision and plat is in accordance with section 4-2-104 of the Laramie County Land Use Regulations; and

WHEREAS, this resolution is the subdivision permit for Granite Springs Subdivision.

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

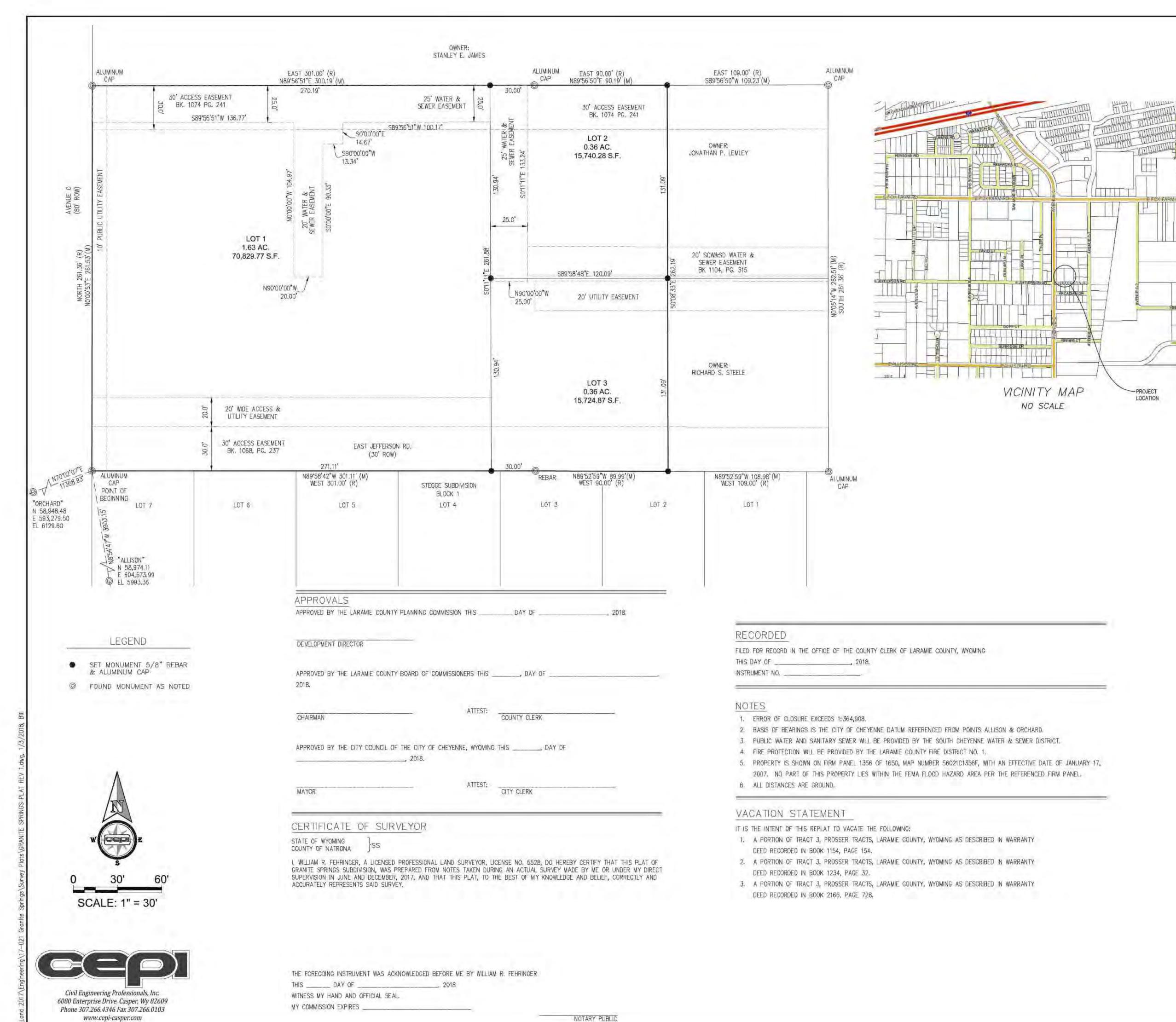
The Laramie County Board of Commissioners finds that:

- **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 4-2-104 of the Laramie County Land Use Regulations.

And the Board approves the Subdivision Permit and Plat for Granite Springs Subdivision with the following condition.

1. The 20' utility easement shown on the northern portion of Lot 3 shall be addressed per County Engineer comments.

PRESENTED, READ AND ADOPT	ED THIS DAY OF
, 2018.	
	LARAMIE COUNTY BOARD OF COMMISSIONERS
	K.N. Buck Holmes, Chairman
ATTEST:	
Debra K. Lee, Laramie County Clerk	
Reviewed and approved as to form:	
Mark T. Voss, Laramie County Attorne	у



CERTIFICATE OF DEDICATION

STATE OF WYOMING COUNTY OF NATRONA

THE UNDERSIGNED, CRANITE SPRINGS APARTMENTS, LLC AND AYH, LLC, DO HEREBY CERTIFY THAT THEY ARE THE DWNERS AND PROPRIETORS OF THE FOLLOWING DESCRIBED PARCEL OF LAND SITUATE IN THE NW. OF SECTION 9, T.13N., R.66W., 6TH P.M., AND BEING A PORTION OF TRACT 3, PROSSER TRACTS, LARAMIE COUNTY, WYOMING, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID TRACT 3, MONUMENTED BY AN ALUMINUM CAP AND BEING THE POINT OF BEGINNING OF THIS PARCEL;

THENCE NOO'00'53"E, ALONG THE WEST LINE OF SAID TRACT 3 AND THE EAST LINE OF AVENUE C, A DISTANCE OF 261.53 FEET TO THE NORTHWEST CORNER OF THE PARCEL, MONUMENTED BY AN ALUMINUM CAR.

THENCE N89"56"51"E, ALONG THE NORTH LINE OF THE PARCEL, A DISTANCE OF 300.19 FEET TO A POINT MONUMENTED BY AN ALUMINUM CAP;

THENCE NB9"56'50"E, ALONG THE NORTH LINE OF THE PARCEL, A DISTANCE OF 30,19 FEET TO THE NORTHEAST CORNER OF THE PARCEL, MONUMENTED BY AN ALUMINUM CAP:

THENCE SDO"08'33"E, ALONG THE EAST LINE OF THE PARCEL, A DISTANCE OF 262.19 FEET TO THE SOUTHEAST CORNER OF THE PARCEL, LOCATED ON THE SOUTH LINE OF SAID TRACT 3, MONUMENTED BY AN ALUMINUM CAP:

THENCE N89°52'59"W, ALONG THE SOUTH LINE OF THE PARCEL AND OF SAID TRACT 3, A DISTANCE OF 89.99 FEET TO A POINT MONUMENTED BY AN ALUMINUM CAP;

THENCE N89"58'42"W, ALONG THE SOUTH LINE OF THE PARCEL AND OF SAID TRACT 3, A DISTANCE OF JOI.11 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL CONTAINS 2.35 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY RIGHTS-OF-WAY AND/OR EASEMENTS, RESERVATIONS, AND ENCUMBRANCES WHICH HAVE BEEN LEGALLY ACQUIRED.

THE TRACT OF LAND, AS IT APPEARS ON THIS PLAT, IS DEDICATED WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED DWNERS AND PROPRIETORS. THE NAME OF THE SUBDIVISION SHALL BE "GRANITE SPRINGS SUBDIVISION" AND THE OWNERS HEREBY GRANT TO THE PUBLIC AND PRIVATE UTILITY COMPANIES AN EASEMENT AND LICENSE TO LOCATE, CONSTRUCT, USE AND MAINTAIN CONDUITS, LINES, WIRES AND PIPES. ANY OR ALL OF THEM, UNDER AND ALONG THE STRIPS OF LAND

MARKED "PUBLIC UTILITY EASEMENT", AS SHOWN ON THIS PLAT. AVENUE C AND EAST JEFFERSON ROAD AS

AYH, LLC 1503 SOUTH AVENUE C CHEYENNE, WY 82007

SHOWN HEREON HAVE PREVIOUSLY BEEN DEDICATED TO THE USE OF THE PUBLIC.

THE FOREGOING INSTE	TOMENT WAS AL	MANAMEDGED	DEFUNE ME BY	FAIEN MG MUR	LIAUL,
MEMBER/MANAGER OF	AYH, LLC, THIS	5 D	AY OF		, 2018
WITNESS MY HAND AN	ND OFFICIAL SEA	L			
MY COMMISSION EXPIR	RES	-			
			-	NOTARY PU	BLIC
THE FOREGOING INSTE	RUMENT WAS AC	KNOWLEDGED	BEFORE ME BY	MOE MORDAHL,	
MEMBER/MANAGER OF	AYH, LLC, THIS	5: D	AY OF		, 2018
WITNESS MY HAND AM MY COMMISSION EXPIR					
			-	NOTARY PU	BLIC
	GRA	1004 SOUT	APARTMENTS, H AVE. WEST , MT 59801	ЩС	
NATHAN RICHMOND — MEMBER OF THE MAN GRANITE SPRINGS AP	AGING MEMBER				
THE FOREGOING INSTA	RUMENT WAS AC	KNOWLEDGED	BEFORE ME BY	NATHAN RICHM	OND -
MEMBER OF THE MEM	BER OF THE MA	NAGING MEME	BER OF GRANITI	SPRINGS APAR	TMENTS,
LLC, THIS	AY OF	-	, 2018.		
WITNESS MY HAND AN	ND OFFICIAL SEA	t-			

GRANITE SPRINGS SUBDIVISION

VACATION & REPLAT OF
A PORTION OF
TRACT 3, THE PROSSER TRACTS
LARAMIE COUNTY, WYOMING
SITUATE WITHIN A PORTION OF THE NW
SECTION 9, T.13N., R.66W., 6TH P.M.
LARAMIE COUNTY, WYOMING
JANUARY, 2018
W.O. #17-021