



LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

Planning • Building

MEMORANDUM

TO: Laramie County Board of Commissioners

FROM: Brad Emmons, Planning Director

DATE: March 20th, 2018

TITLE: Review and action of a Subdivision Permit and Plat for North Range Business Park, 10th Filing, a replat of a portion of Lot 1, Block 15, North Range Business Park, 8th Filing, Laramie County, WY.

EXECUTIVE SUMMARY

Steil Surveying Services, on behalf of Microsoft Corporation, has submitted an application for a Subdivision Permit and Plat for North Range Business Park, 10th Filing, to replat a portion of North Range Business Park, 8th Filing Lot 1, Block 15, located at 656 Logistics Drive. The application has been submitted for the purpose of separating a lot for a BOPU Booster Pump Station.

SIZE: 1.23 Acres

ZONE DISTRICT: PUD (North Range Business Park PUD)

On February 22nd, 2018 the Planning Commission voted (3-0) to approve the Subdivision Permit and Plat for the North Range Business Park, 10th Filing Subdivision Permit & Plat with the condition that technical issues on the plat shall be resolved.

A Board Approval and Site Plan is concurrently being reviewed, both dependent on the Board's approval or denial of this application.

BACKGROUND

Notice was published and mailed to adjacent property owners as required. No public comment was received. This property is currently being governed by the North Range Business Park PUD (Resolution No. 091006-32).

Pertinent Regulations

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

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

Section B.1(a-b) of the North Range Business Park PUD, governing approval criteria of a subdivision permit and plat.

DISCUSSION

Drainage and Traffic Study waivers were requested and approved per the LCLUR.

In addition to Section 2-1-101 of the Laramie County Land Use Regulations (LCLUR), which outline the County's general criteria for subdivision and platting, the following criteria must also be evaluated per Section B.1 of the North Range Business Park PUD, which states:

“The Planning Commission shall review the application to find the following:

- a) That the proposed subdivision permit is in substantial conformance with the approved Master Final Plat
- b) That public access is provided to all lots and tracts

No new right-of-way is being proposed with this application. Access will be provided by means of an easement. This private access road will not be constructed, maintained, repaired, or replaced by the County. The application will not create any undue influence on existing or potential development for adjacent property.

The Planning Commission found that this application meets the above-mentioned requirements of the North Range Business Park PUD, in addition to the requirements outlined in 2-1-101(a-d) and 2-1-101(e).

RECOMMENDATION and FINDINGS

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

- a. This application meets the criteria for a subdivision permit pursuant to section 2-1-101 (a-d) of the Laramie County Land Use Regulations.
- b. This application meets the criteria for a plat pursuant to section 2-1-101 (e) of the Laramie County Land Use Regulations.
- c. This application meets the criteria for a subdivision permit and plat pursuant to section B.1 (a-b) of the North Range Business Park PUD.

and that the Board approve the Subdivision Permit and Plat for North Range Business Park, 10th Filing, Laramie County, Wyoming.

PROPOSED MOTION

I move to recommend approval of the Subdivision Permit and Plat for North Range Business Park, 10th Filing, with no conditions, and adopt the findings of facts a, b, and c of the staff report.

ATTACHMENTS

Attachment 1: Staff Aerial Map

Attachment 2: Waiver Request Letter

Attachment 3: Agency Comments Report

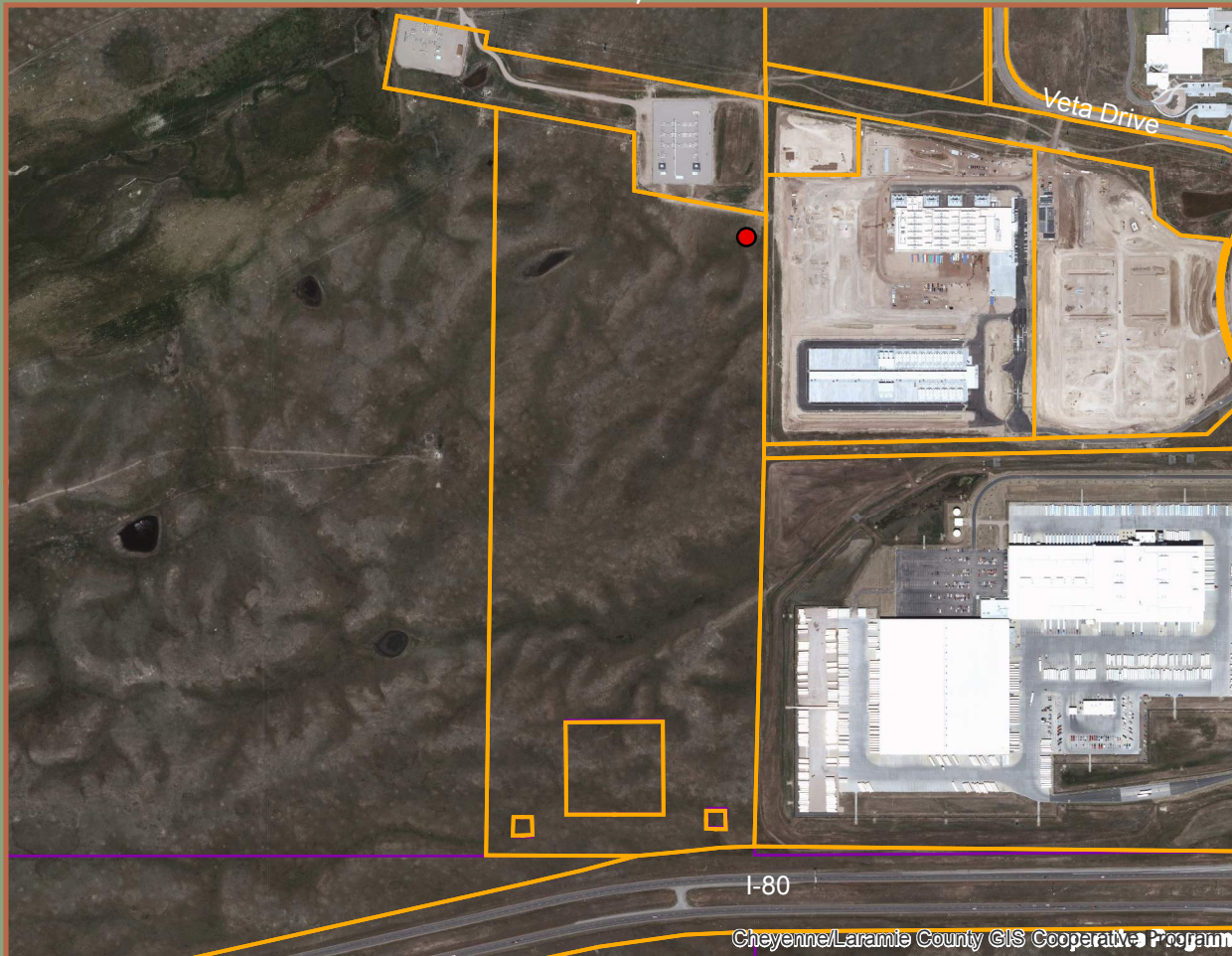
Attachment 4: North Range Business Park PUD – Section B.1 (a-b)

Attachment 5: Plat Map Revised 02.21.18

Attachment 6: Resolution

PZ-18-00014 North Range Business Park, 10th Filing

1 inch = 1,000 feet



Laramie
County,
Wyoming



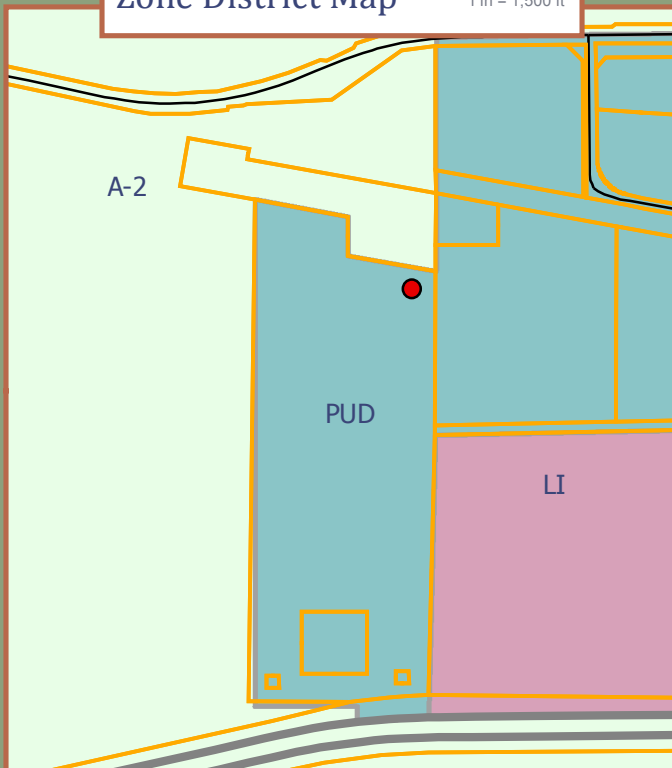
Date: 2/14/2018

This map is made possible through the Cheyenne and Laramie County Cooperative GIS Program (CLCCGIS)

The data contained herein was collected for its use and is for display and planning purposes only. The CLCCGIS will not be held liable as to the validity, correctness, accuracy, completeness, and/or reliability of the data. The CLCCGIS furthermore assumes no liability associated with the use or misuse of this information.

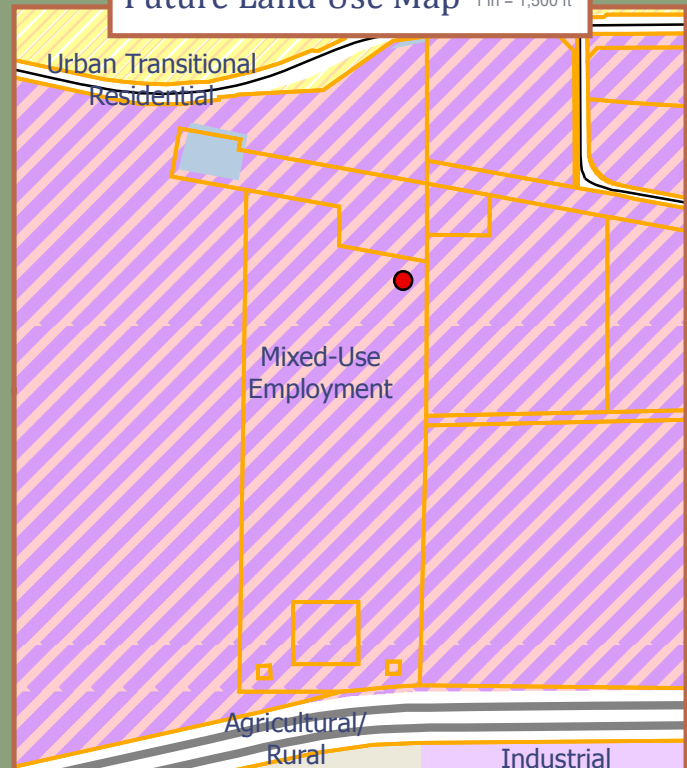
Zone District Map

1 in = 1,500 ft



Future Land Use Map

1 in = 1,500 ft





**Steil
Surveying
Services**

Professional Land Surveyors & Development Specialists

January 26, 2018

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

InRe: Waiver Request of the Traffic Study and Drainage Study requirements for a Board Approval, Subdivision Plat and Site Plan for Infrastructure Improvements to the Cheyenne Board of Public Utilities (BOPU) Water Distribution System at North Range Business Park (NRBP) Planned Unit Development (PUD), Laramie County, WY.

To whom it may concern:

Steil Surveying Services, agent for the Applicant, BOPU c/o Ridgetop Engineering and the landowner, Microsoft Corporation, has submitted a Board Approval request and replat, and is preparing a Site Plan application, for the above-described infrastructure improvements requiring a 1.23 acre site on a portion of Lot 1, Block 15, North Range Business Park, 8th Filing (NRBP8) to be known in its entirety as Lot 1, Block 17, North Range Business Park, 10th Filing. The above-described improvements are proposed to serve current and future needs in the NRBP as a whole, and will include a new water line from the main line, upgraded sanitary sewer main, and an additional water pump station to ensure correct pressures and uninterrupted service.

This letter is submitted following the pre-application meeting, as an attachment to the application(s) in order to request a waiver from the requirements for a *Traffic Study* and *Drainage Study*.

The proposed new construction will require a Commercial Building Permit from the Laramie County Building Department. Dedicated trip generation to the proposed lot will be will be for scheduled maintenance and operation only, which is estimated to be less than two (2) trips per month. Access & Utility easements are in place to allow the proposed lot access to the public R/W. Given the minimal trips generated by the use, we would stipulate that there will be no perceivable impact caused by vehicular traffic to the site.

There are no existing drainage, traffic or sediment control problems in the area. In addition, there is no record of flooding or traffic problems on or around the land in question.

Given the limited scope of the proposed use, the discussions during the pre-application meeting, and conformance with applicable sections of the Laramie County Land Use Regulations, we respectfully submit this request on behalf of the owner. Please contact us with any questions or concerns.

Thank you,

Casey Palma
Steil Surveying Services, LLC
CPalma@SteilSurvey.com

County Engineer: Scott Larson COMMENTS ATTACHED 02/14/2018

Engineer Review

1. I concur with the request for a waiver of a detailed Drainage Study and Traffic Study at this time.

Surveyor Review

1. Plats are required to include the Section, Township and Range within the title.

2. Plats require that dedication and acknowledgment statements must be executed by all owners of legal and equitable interests in the property being subdivided/developed. From the description in the Title Block and after reviewing the plat, it appears that the purpose of this plat is to re-plat a portion of Lot 1, Block 15 of North Range Business Park 8th Filing. The Dedication states: "MICROSOFT CORPORATION, A Washington corporation, owner in fee simple of Lot 1, Block 15, North Range Business Park 8th Filing, Laramie County, Wyoming." The next paragraph states: "Have caused the same to be surveyed platted and known as NORTH RANGE BUSINESS PARK 10TH FILING....." The dedication seems a little confusing, it seems to state that all of Lot 1, Block 15, North Range Business Park 8th Filing, as re-platted heron, is now "known as NORTH RANGE BUSINESS PARK 10TH FILING". Should all of Lot 1, Block 15, North Range Business Park 8th Filing be included in this re-plat, renaming Lot 1, Block 15 of North Range Business Park 8th Filing to Lot 2, Block 17 of North Range Business Park 10th Filing? It would certainly clarify many of the questions that the future users of this plat may have.

3. Plats require that if any lot, block, boundary or right-of-way from a previously recorded plat is being vacated by this plat a notation shall be provided, describing the area or boundaries to be vacated under a section titled Statement to Vacate. An executed "Petition to Vacate" signed by all affected owners is required as part of the application packet. The Vacation Statement is a little unclear. It appears that the intent of this plat to vacate and re-plat Lot 1, Block 15 of North Range Business Park 8th Filing or does this re-plat just include the area shown as Lot 1, Block 17, North Range Business Park 10th Filing? It might help clarify the intent by adding a little to the VACATION STATEMENT such as: IT IS THE INTENT OF THIS RE-PLAT TO VACATE THAT PORTION OF LOT 1, BLOCK 15, NORTH RANGE BUSINESS PARK 8TH FILING, WITHIN THE BOUNDARY OF THIS REPLAT (SHOWN ON THIS PLAT AS LOT 1, BLOCK 17, NORTH RANGE BUSINESS PARK 10TH FILING)..... It appears that no easements are proposed to be vacated.

4. Plat layouts shall include boundary lines with bearings/azimuths and distances and the location of all recorded rights-of-way intersecting the boundary of the subdivision. The locations of all recorded rights-of-way intersecting the boundary of the subdivision are not shown.

5. Plat layouts shall include the location and dimensions, with boundary ties, for all existing and proposed utility, drainage, access, or other easements. The boundary ties for all existing and proposed utility, drainage, access or other easements are not all shown. For one example, the 50' UTILITY AND ACCESS EASEMENT intersecting the North boundary of Lot 1, Block 17 is not tied. Where does it intersect the boundary?

6. Plat layouts shall include the right-of-way lines, widths and names of all streets or roads within and adjacent to the proposed subdivision/development. The only access to Lot 1, Block 17 shown on the plat is the 50' UTILITY AND ACCESS EASEMENT intersecting the North boundary of Lot 1, Block 17. What is its source? The only street or road shown on the plat is Wyoming State Highway No. 210 and I-80.

7. Plat layouts shall include such additional information as may be required to adequately describe proposed utility systems, street improvements and easements or reservations contemplated within the area to be subdivided. After careful review of the plat, I have to assume that all easements shown on the plat in the immediate area of Lot 1, Block 17, continue or extend through Lot 1, Block 17 of North Range Business Park 10th Filing. The easement contiguous to the East boundary of Lot 1, Block 17 of North Range Business Park 10th Filing is not identified, width, purpose or source.

8. Any recorded easements or restrictions applicable to the subdivision shall be noted by reference to Register's book and page number. The County will not be involved in the enforcement of deed restriction or covenant instruments. There are several easements shown on the plat. One of the easements shown refers to a previous filing of North Range Business Park. A number of them do not reference any source (maybe a previous filing) nor do they reference the Register's book and page number.

Building Dept.: Karen Moon COMMENTS ATTACHED 02/06/2018
Owner/applicant is advised that building permits will be required

Agencies responding with No Comments: Board of Public Utilities, Cheyenne MPO, County Public Works Dept., County Real Estate Office, Environmental Health Dept.

Agencies not responding: Combined Communications Center, County Assessor, County Conservation District, County Treasurer, Dept. of Energy (WAPA), Emergency Management, Fire District No. 2, Sheriff's Office, US Post Office, WYDOT.

Exhibit 1

Definitions for this PUD:

Food Service Facilities – any operation that distributes food to the public

Master Preliminary Plat – Commercial Preliminary Plat provided with PUD language that is designed to be further subdivided

Master Final Plat – Commercial Final Plat provided with PUD language that is designed to be further subdivided.

Any other definitions refer to County zoning ordinance

A. Use Districts:(See Appendix A)

1. Commercial /Industrial (CI) Allowed Uses

- a. Any industrial, manufacturing, fabrication or processing uses, associated offices and accessory commercial activities which do not emit noxious noise, smoke, odor or dust beyond the confines of the property, and which do not emit pollutants to the soil;
- b. Child care center minor and major;
- c. Accessory structures;
- d. Recreational facilities;
- e. Retail uses;
- f. Transportation facilities;
- g. Warehousing.
Wholesale uses.
- h. Drive-up facilities;
- i. Entertainment facilities and uses;
- j. Food service facilities;
- k. Hotels and motels;
- l. General and Medical Offices;
- m. Service businesses;
- n. Educational Facilities;
- o. Wireless facilities;
- p. Wind Generators;
- q. Solar Generators;

2. Community Open Space (CO)

- a. Open Space/Natural Areas
- b. Detention
- c. Signage/Kiosk
- d. Trails and Park Amenities
- e. Picnic Shelters/Pavilions
- f. Recreational Courts/Facilities
- g. Public Art

B. Platting Requirements

A new Master Preliminary Plat, Master Final Plat and Subdivision Permit shall be submitted for approval prior to the issuance of any building permit for property within this PUD. All of the property within this PUD shall be platted into appropriate lots, rights of ways and tracts. The requirements for platting as defined in Wyoming State Statute §18-5-306 shall be submitted to the County for approval. The Master Preliminary Plat, Master Final Plat and Subdivision permit shall be processed and administered in accordance with the applicable State Statutes and County regulation.

Subsequent to the approval of the Master Final Plat and Subdivision Permit, each lot or tract created with the Master Final Plat and located in the CI use area may be further subdivided. The provisions required under Wyoming State Statute §18-5-306 shall be waived for said lots and/or tracts up to a maximum of four divisions for each said lot or tract. Each subdivision of said lots and tracts of more than four divisions or for those lots within the CO use area shall require a subdivision permit to be processed and administered in accordance with the applicable State Statutes and County regulation. Applications for subdivision permits of four or less for said lots or tracts shall be accompanied by a final plat drawing and a fee equivalent to the cost of processing the application per County requirements,

1. Upon receipt and acceptance of the application for subdivision permit, the County shall schedule a hearing before the Planning Commission at the next available date, but in no case more than 30 days. The Planning Commission shall make recommendation to the Laramie County Board of Commissioners regarding the application. The Planning Commission shall review the application to find the following:
 - a. That the proposed subdivision permit is in substantial conformance with the approved Master Final Plat
 - b. That public access is provided to all lots and tracts

The recommendation of Planning Commission shall be forwarded to the Board at the next available Board hearing, but in no case more than 30 days. The Board shall hear and act on the subdivision permit as expediently as possible.

C. Development Standards

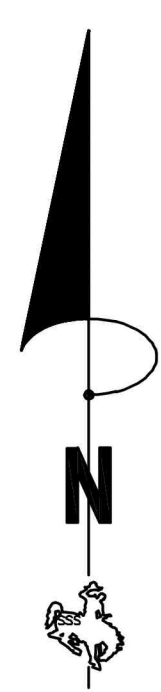
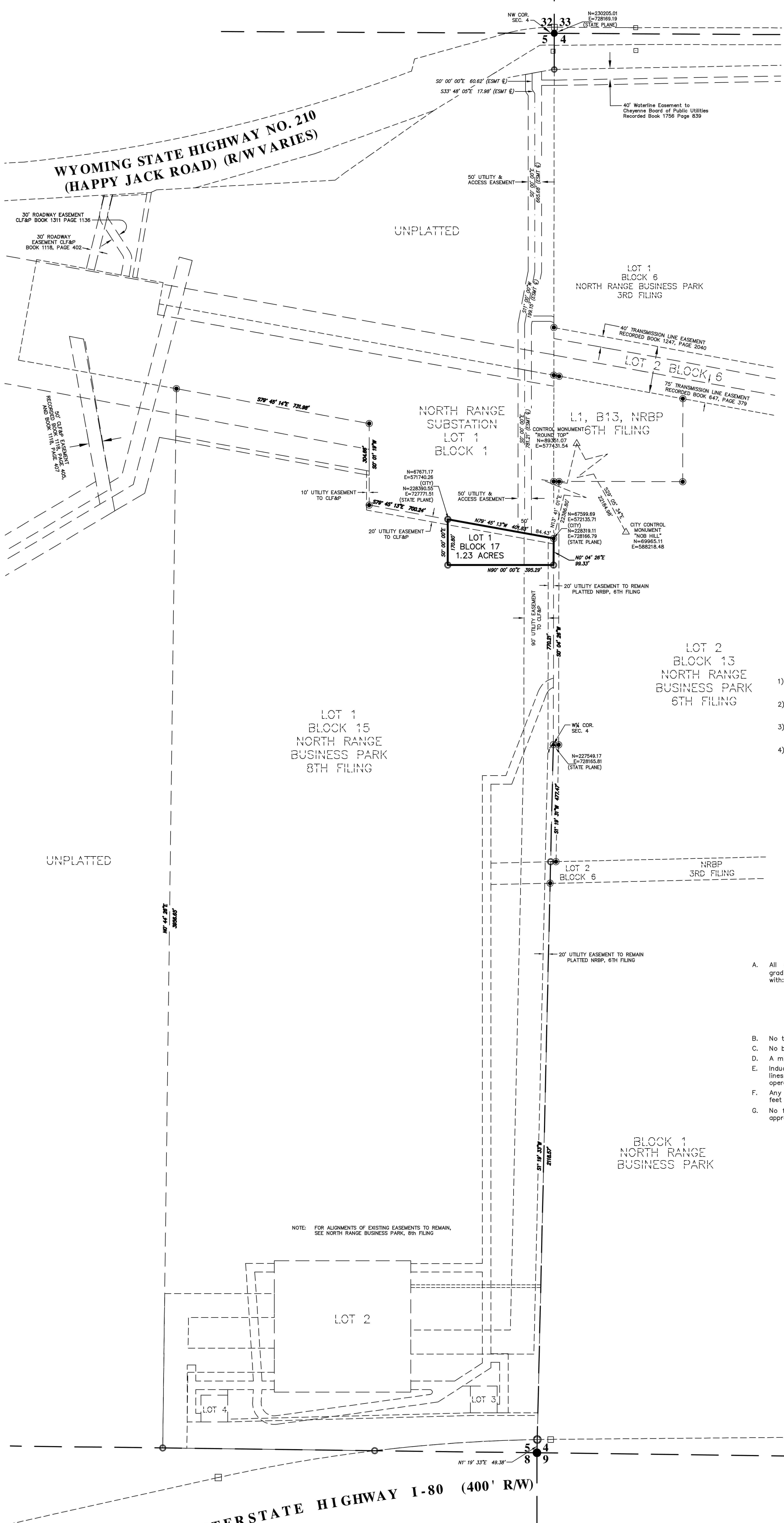
A. Maximum Building and Site Coverage:

1. Commercial/Industrial lots shall not exceed 90% coverage of the property area for building, parking and outdoor storage.
2. Open Space, Detention, Signage and Trail lots shall not exceed 20% coverage of the property area for building, parking and outdoor storage.

B. Maximum Building Height:

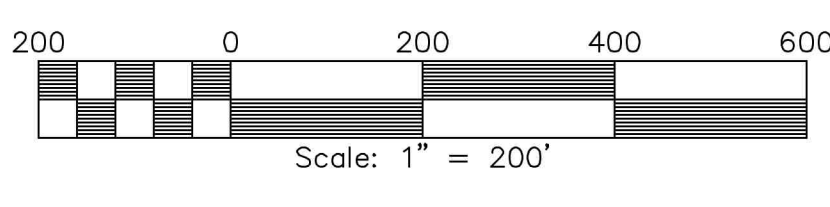
1. There are no height limitations in this district

◻ FIRE PROTECTION TO BE PROVIDED BY FIRE DISTRICT #2 ◻ THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE ◻
◻ PUBLIC WATER AND SANITARY SEWER SERVICES TO BE PROVIDED BY CITY OF CHEYENNE BOARD OF PUBLIC UTILITIES ◻ NO PUBLIC MAINTENANCE OF INTERNAL ROADS AND/OR ACCESS EASEMENTS ◻



LEGEND

- FOUND 1 1/2" ALUMINUM CAP STAMPED "SSS P.L.S. 2500"
- FOUND 3/4" ALUMINUM CAP STAMPED "STEIL SURVEYING SERVICES PLS 5910" AND APPROPRIATE DATA.
- FOUND W.D.O.T. R/W MONUMENT
- FOUND 1 1/2" BRASS CAP WITNESS CORNER STAMPED "LS 519"
- SET 1 1/2" ALUMINUM CAP STAMPED "SSS P.L.S. 5910" ON A 3/8" x 24" REBAR
- △ CITY OF CHEYENNE CONTROL MONUMENT
- NRBP DENOTES "NORTH RANGE BUSINESS PARK"



DEDICATION

KNOW ALL PERSONS BY THESE PRESENTS THAT:
MICROSOFT CORPORATION, a Washington corporation, owner in fee simple of Lot 1, Block 15, North Range Business Park, 8th Filing, Laramie County, Wyoming;
Have caused that 1.23-acre portion of the same (shown and described hereon as Lot 1, Block 17) to be surveyed, platted and known as NORTH RANGE BUSINESS PARK, 10TH FILING, 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 hereby grant the easements for the purposes indicated hereon.

MICROSOFT CORPORATION

by: _____

PRINT NAME _____ as _____ TITLE _____

ACKNOWLEDGEMENT

STATE OF WASHINGTON }
COUNTY OF KING } SS

The foregoing instrument was acknowledged before me this _____ day of _____, 2018 by _____ as _____ for Microsoft Corporation.

Notary Public, King County, Washington

My Commission Expires: _____

GENERAL NOTES

- 1) BASIS OF BEARINGS - CITY OF CHEYENNE DATUM REFERENCED FROM CITY CONTROL MONUMENTS "NOB HILL" AND "ROUND TOP".
- 2) STATE PLANE COORDINATES - NAD83-2011, WYOMING EAST ZONE, US SURVEY FEET, COMBINATION FACTOR = 0.99964638
- 3) ALL LOT CORNERS, ANGLE POINTS, AND POINTS OF CURVATURE TO BE MONUMENTED WITH 1 1/2" ALUMINUM CAP STAMPED "SSS P.L.S. 5910" ON 3/8"x24" REBAR.
- 4) NO PORTION OF THE SUBJECT PROPERTY FALLS WITHIN A FEMA 100-YEAR SPECIAL FLOOD HAZARD AREA AS SHOWN ON F.I.R.M. PANEL No.56021C1335F; DATED JANUARY 17, 2007.

DEPARTMENT OF ENERGY / WESTERN AREA POWER ADMINISTRATION NOTES

- A. All construction activities (including, but not limited to, road crossings, utilities, landscaping, fencing, and site grading) within Western Area Power Administration's (WAPA) easement are restricted areas and must be coordinated with:
WESTERN AREA POWER ADMINISTRATION
Lands Department
Box 3700
Loveland, CO 80539-3003
(800) 472-2306
- B. No trees or other vegetation, which will exceed 10 feet in height at full maturity, are allowed within the easement area.
- C. No buildings or other structures are allowed within the transmission line easement area.
- D. A minimum overhead clearance of 20 feet from the transmission line conductors must be maintained at all times.
- E. Induced voltages and currents may occur on the facility constructed or placed under or near high voltage transmission lines. The owner shall be responsible for the protection of personnel and equipment in their design, construction, operation and maintenance of the facility.
- F. Any changes in existing topography must be coordinated and approved by WAPA. Excavation is not permitted within 20 feet of any transmission line structure.
- G. No fences shall be installed on or across the easement area without first submitting the fence/gate for review and approval by WAPA.

CERTIFICATE OF SURVEYOR

I, Jeffrey B. Jones, Registered 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.

NORTH RANGE BUSINESS PARK 10TH FILING

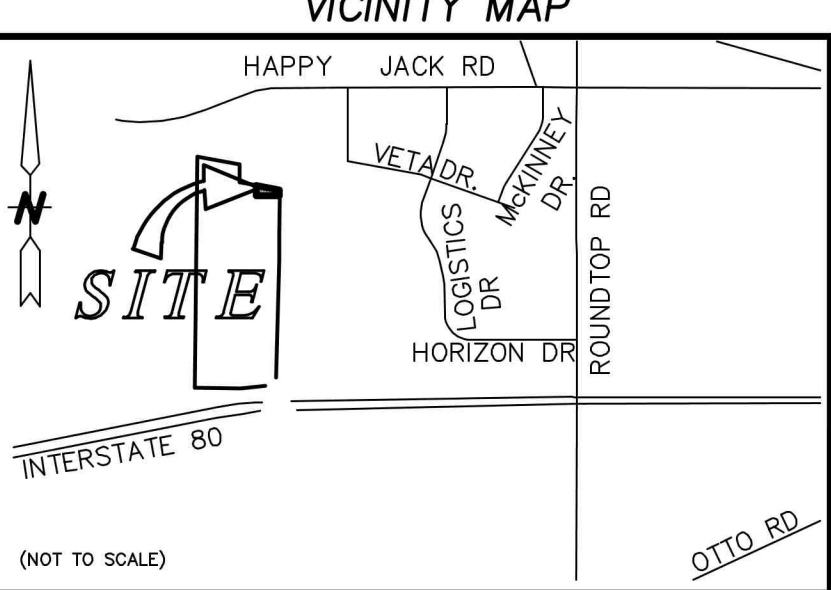
A REPLAT OF A PORTION OF LOT 1, BLOCK 15, NORTH RANGE BUSINESS PARK, 8TH FILING LARAMIE COUNTY, WYOMING

SITUATED IN THE E1/2 OF SECTION 5, T.13N., R.67W. OF THE 6tP.M.

PREPARED DECEMBER, 2017

VACATION STATEMENT

IT IS THE INTENT OF THIS REPLAT TO VACATE THAT PORTION OF LOT 1, BLOCK 15, NORTH RANGE BUSINESS PARK, 8TH FILING, WITHIN THE BOUNDARY OF THIS REPLAT (SHOWN AND DESCRIBED HEREON AS LOT 1, BLOCK 17, NORTH RANGE BUSINESS PARK, 10th FILING) ALL EASEMENTS SHALL REMAIN UNLESS OTHERWISE NOTED HEREON.



APPROVALS

Approved by the Laramie County Planning Commission, this _____ day of _____, 2018

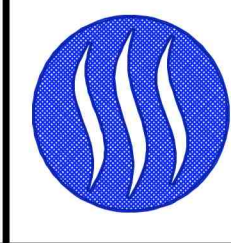
Chairman

Approved by the Board of Laramie County Commissioners of Laramie County, Wyoming, this _____ day of _____, 2018

Chairman

ATTEST: _____
County Clerk

FILING RECORD



STEIL SURVEYING SERVICES, LLC
PROFESSIONAL LAND SURVEYORS
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

RESOLUTION NO. _____

**A RESOLUTION TO APPROVE A SUBDIVISION PERMIT AND PLAT FOR
NORTH RANGE BUSINESS PARK, 10TH FILING, A REPLAT OF A PORTION OF
LOT 1, BLOCK 15, NORTH RANGE BUSINESS PARK, 8TH FILING,
LARAMIE COUNTY, 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 is in accordance with section 2-1-101 (a-d) of the Laramie County Land Use Regulations; and

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

WHEREAS, the proposed plat is in accordance with section B.1 (a-~~b~~) of the North Range Business Park PUD; and

WHEREAS, this resolution is the subdivision permit for North Range Business Park, 10th Filing.

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-d) of the Laramie County Land Use Regulations.
- b. This application is in conformance with section 2-1-101 (e) of the Laramie County Land Use Regulations.
- c. This application is in conformance with section B.1(a-~~b~~) of the North Range Business Park PUD

And that the Board approves the Subdivision Permit and Plat for North Range Business Park, 10th Filing, with no conditions.

PRESENTED, READ AND ADOPTED 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 Attorney