



LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

Planning • Building

MEMORANDUM

TO: Laramie County Planning Commission

FROM: Cate Cundall, Associate Planner

DATE: July 9, 2026

TITLE: Review and Action on a Class B Conditional Use Permit for 4800 South Greeley Highway Manufactured Home Park, located in a portion of Section 20, T13N, R66W, Laramie County, WY.

EXECUTIVE SUMMARY

AVI, PC, on behalf of 4800 SGH 11725 Trust, has submitted a Class B Conditional Use application for a manufactured home park at 4800 S. Greeley Highway, Cheyenne, WY. This will be a nine-unit mobile home site. The subject property lies in the Urban Residential Low Density (URLD) zone district.

BACKGROUND

Manufactured home parks are allowed in the URLD zone district but require a Class B Conditional Use permit approved by the Laramie County Planning Commission. If the Class B Conditional Use Permit is approved a Site Plan shall be prepared and approved administratively. Public notice procedures will be completed in accordance with the LCLUR when this application is received.

Pertinent Laramie County Land Use Regulations or Statutory Provisions include:

- Section 2-3-102(d)(ii) governing the Conditional Use Type B permitting process.
- Section 2-4-101 governing the URLD – Urban Residential Low Density Zone District.
- Section 1-3-100 governing public notice.
- Section 3-1-112(a) governing Manufactured Home Parks.

DISCUSSION

There are two residences and an accessory structure located on the property that will remain. The Laramie County Comprehensive Plan identifies the areas as Urban Rural Interface (URI), which are intended to accommodate a mix of more intensive land uses than other areas. Higher density residential are preferred in these areas. This parcel lies inside the PlanCheyenne MU-C area.

At the time of this report the project is still going through agency reviews, but all pertinent agency comments must be addressed.

Public notice was provided, and comments have been received which are attached to this report.

The subject property lies in the South Cheyenne Water and Sewer District. Access to the parcel will be from South Greeley Highway and requires permitting through WYDOT. Water and sewer service and WYDOT access will be further addressed in the site plan application.

A conditional use is given to land use meant to be beneficial to the permitted uses or those similar within a zoning district with conditions; or it requires conditions to mitigate impacts it may have on the surrounding area. Land use or land use proposal similar in nature, intensity and community impact which requires a conditional use permit has probable impacts and is required to meet all LCLUR conditions. It was determined that a Class B Conditional Use Permit would be required along with a Site Plan Permit. Class B conditional uses are those meant to be beneficial to an area and are permissible in their zoning district.

Section 2-3-102 (a) of the Laramie County Land Use Regulations requires that the Laramie County Planning Commission find that the proposed use is permitted and is in conformance with all applicable development standards. Staff find this application is in conformance with the plans and policies of Laramie County.

RECOMMENDATION and FINDINGS

Based on evidence provided, staff finds that:

- a.** This application meets the criteria for a Class B Conditional Use permit pursuant to section 2-3-102 of the 2025 Laramie County Land Use Regulations (LCLUR); and,
- b.** This application is in conformance with section 3-1-112 (a) of the 2025 LCLUR governing Manufactured Home Parks; and,
- c.** This application is in conformance with section 2-4-101 of the 2025 LCLUR governing the URLD – Urban Residential Low Density Zone District.

and that the Planning Commission may approve the Class B Conditional Use Permit for the 4800 South Greeley Highway Manufactured Home Park with one condition and adopt the findings of facts a, b, and c of the staff report.

- 1. All agency review comments must be addressed prior to submission of a site plan.**

PROPOSED MOTION

I move to approve the Class B Conditional Use Permit for 4800 South Greeley Highway Manufactured Home Park located at 4800 S. Greeley Highway, Cheyenne, WY, with one condition and adopt the findings of facts a, b, and c of the staff report.

1. All agency review comments must be addressed prior to submission of a site plan.

ATTACHMENTS

- Attachment 1: Location Map
- Attachment 2: Project Narrative
- Attachment 3: Pre-Application Notes
- Attachment 4: Drainage Waiver Requests
- Attachment 5: Agency Review Comments and Applicant Response
- Attachment 6: Transportation Assessment Worksheet
- Attachment 7: Public Comments
- Attachment 8: Class B Conditional Use Permit Resolution
- Attachment 9: Exhibit A – Concept Plan



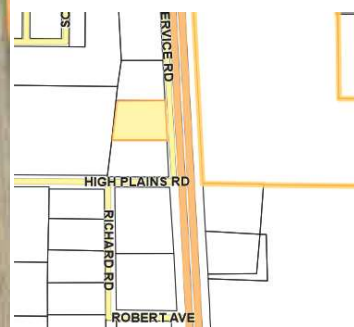
4800 South Greeley Highway
Manufactured Home Park

PZ-26-00044

Urban Residential Low Density
Zone District

South Cheyenne Water
and Sewer District

Fire District Number 1



Project Narrative

The purpose of this project is to develop a nine-unit mobile home site that provides safe, affordable housing in a manner consistent with Laramie County land use regulations. The project will be accomplished through coordinated site planning and infrastructure installation, including internal access, utility connections (water, wastewater, and electric), and proper drainage. Each unit will be placed to meet required setbacks, spacing, and access standards, with attention to maintaining compatibility with surrounding land uses.

The anticipated timeline begins with site evaluation and submission of a Conditional Use Permit (0–3 months). Final engineering and design will occur concurrently or immediately after approval (3-6 months), with construction of site infrastructure and placement of units completed within approximately 6-9 months. Final inspections and occupancy are expected by 12–15 months from project initiation.

Long-term management of the property will ensure continued compliance with county requirements and CUP conditions. This includes maintaining infrastructure, enforcing site rules, and ensuring units remain in good condition. Typical CUP conditions may include limits on the number of units, required setbacks, parking provisions, emergency access, and ongoing maintenance of drainage and site conditions. The project will be operated to provide stable housing while preserving site safety, functionality, and appearance over time.



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-26-00061

PRE-APPLICATION MEETINGS

SITE ADDRESS: 4800 S GREELEY HWY CHEYENNE
PRIMARY PARCEL: 13662030000400
PROJECT NAME: MULTI-FAMILY RESIDENTIAL EXPANSION

ISSUED: 04/30/2026
EXPIRES: 10/27/2026

APPLICANT: 4800 SGH 11725 TR
4128 MAIN ST UNIT 220
TIMNATH, CO 80547-3006

OWNER: 4800 SGH 11725 TR
4128 MAIN ST UNIT 220
TIMNATH, CO 80547-3006

Detail Name	Detail Value
Meeting Date	04/30/2026
MEETING AM OR PM	AM
Application Types	Conditional Use Class B
Attendees	In Person (3966 Archer Pkwy)
Property Interest	Owner
Detailed Project Narrative	Mr. Emmons is looking to add more residential to the single parcel situated in SCWSD. It is zoned URLD.
Staff Attending	JA SP DP TM SS CY PB
Development Action	Conditional Use Class B
Copy of Pre-App Notes	REQUIRED FOR APPLICATION SUBMITTAL
Project Narrative Letter	Yes
Warranty Deed and/or Lease Agreement	Yes
Traffic Study	Transportation Assessment Worksheet
Roadway Maintenance Plan	TBD
Drainage Study	Yes
Drainage Plans	TBD
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



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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	Yes
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	TBD
Right-of-Way Construction Permit	Yes
Miscellaneous Notes	Taylor McCort: Any approach that serves 9 or fewer remains a residential access. 10 or more would need to meet commercial standards for WYDOT. Access easement was modified for truck turnaround, per Brad. A permit would need to be submitted to WYDOT for the access - possible improvements. Planning: This would be run as a Conditional Use Permit, Class B, that would go before the Planning Commission for approval. After approval you can submit your site plan. You can run them concurrently but the site plan would be done "as-risk." If you submit on 05/01 you will go before the PC on 6/11. If you submit by 05/20 you will go before PC on 7/9.



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Miscellaneous Notes (2)

Dan Peters CBO: You need to assume an imaginary lot line for setbacks between units. Decks need to be 5 feet from that imaginary line. Distance between units is 10 feet but with the decks on both sides, you may need a greater distance. Square footage is there to need a drainage study/plans but this will be determined by the Engineer on record. Costs: Conditional Use Class B \$500, Site Plan \$500, Engineer fees - legal ad - mailers are all TBD based on actual costs, action development sign x 1 is \$26. Sign can be recycled for the site plan when you submit, just change the development verbiage.

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.

AGENCY REVIEW #1

Permit Notes

Permit Number: PZ-26-00044

Parcel Number: 13662030000400

Submitted: 05/01/2026

Applicant: AVI PC
Owner: 4800 SGH 11725 TR

Site Address: 4800 S GREELEY HWY
Cheyenne, WY 82007

Technically Complete: 05/06/2026
Approved: 06/03/2026
Issued:

Project Description: Manufactured Home Park

<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>
05/05/2026		Application	PZ-26-00044	GENERAL	Planning Commission Public Hearing 7.9.2026, letters sent 5.18.26, legal ad published 5.20.26, 1 public sign.	CATHERINE.CUNDALL@LARAMIECOUNTY.WY.GOV
05/26/2026		Workflow	GIS REVIEW	GENERAL	This site already contains 4 unique addresses. With this proposal adding an additional 9 dwelling units, it would be prudent to re-evaluate the addressing system on site and reassign addresses to ALL the structures that would be more logical and in line with the use of the site.	CAMBIA.MCCOLLOM@LARAMIECOUNTY.WY.GOV
05/26/2026	05/26/2026	Application	PZ-26-00044	GENERAL	No concerns	CONSERVATIONDI STRICT@LARAMIECOUNTY.WY.GOV
05/26/2026	05/26/2026	Workflow	COUNTY ASSESSOR REVIEW	GENERAL	No comments.	CINDY.KEMIVES@LARAMIECOUNTY.WY.GOV
05/26/2026	05/26/2026	Workflow	COUNTY REAL ESTATE OFFICE REVIEW	GENERAL	no comments	TERESA.LEMASTERR@LARAMIECOUNTY.WY.GOV
05/27/2026		Workflow	BUILDING FIRE CODE REVIEW	GENERAL	Premises identification shall be in accordance with 2024 IFC section 505 and 2024 IRC section 308, and 2024 IBC section 502.1. Fire Apparatus Roads required per 2024 IFC section 503. Fire protection water Supplies required per 2024 IFC section 507	DANIEL.PETERS@LARAMIECOUNTY.WY.GOV
05/28/2026	05/28/2026	Application	PZ-26-00044	GENERAL	The Laramie County Sheriffs Office has received several concerns from citizens who believe additional law enforcement would be needed if the home park is created. For context, U.S. local police staffing averages 1.62.5 sworn officers per 1,000 residents. Laramie Countys population (~38,000) is currently served by 65 operations deputies (including the Sheriff), or about 1.71 deputies per 1,000 residents. Given projected population increases from the proposed home park, we request funding to add 2,0 sworn deputy positions for every 3,500 new residents to ensure adequate public safety coverage.	CHANCE.WALKAMA@LARAMIECOUNTY.WY.GOV
05/28/2026	05/28/2026	Application	PZ-26-00044	GENERAL	Crime Prevention Through Environmental Design Deputy Funari has concerns the frontage road will not be able to handle the high volume of traffic. Suggests improving the road.	CHANCE.WALKAMA@LARAMIECOUNTY.WY.GOV

Permit Notes

05/29/2026		Application	PZ-26-00044	GENERAL	No Comment	CHRISTOPHER.YA NEY@LARAMIECO UNTYWY.GOV
05/29/2026		Application	PZ-26-00044	GENERAL	Demand sheet and modeling will need to be completed. contact office for fee and permits. 307-635-5608	SCOTT.SPRAKTIE S@LARAMIECOUN TYWY.GOV
05/29/2026	05/29/2026	Application	PZ-26-00044	GENERAL	WAPA has no conflict with this project	ROGERS@LARAMI ECOUNTYWY.GOV
06/01/2026		Application	PZ-26-00044	GENERAL	Reiterating the comments from the Chief Building Official with: fire apparatus roads to meet 2024 IFC; fire water supply to meet 2024 IFC; and addressing to meet the 2024 IFC.	JEFF.SHAFFER@L ARAMIECOUNTYW Y.GOV
06/01/2026		Workflow	ENGINEERS REVIEW	GENERAL	1. Based on the information provided, it does not appear a Traffic Impact Study will be required unless WYDOT requests one. 2. A Drainage Report will be required with the site plan submittal and detention will most likely be required as well due to the increase in impervious and semi-impervious area. 3. No comments regarding the conditional use permit.	SCOTT.LARSON@ LARAMIECOUNTY WY.GOV
06/01/2026	06/01/2026	Application	PZ-26-00044	GENERAL	Ensure comments made by the Chief Building Official/Fire Code Official and followed,	MATTHEW.BUTLE R@LARAMIECOUN TYWY.GOV
06/02/2026		Workflow	ENVIRONMENTA L HEALTH REVIEW	GENERAL	Contact Environmental Health (307) 633-4082 to properly abandon any old septic tanks on this property.	TIFFANY.GAERTN ER@LARAMIECOU NTYWY.GOV
06/02/2026		Workflow	PUBLIC WORKS REVIEW	GENERAL	1. All comments from the review engineer shall be addressed and resolved appropriately. 2. Access for this lot is off of a road under the jurisdiction of WYDOT. Any access changes shall be coordinated through WYDOT. 3. Any internal roadways on the site shall comply with the needs of emergency services.	MOLLY.BENNETT @LARAMIECOUN TYWY.GOV

Catherine Cundall
City of Cheyenne

July 1, 2026
2-5144.25

RE: RESPONSE TO COMMENTS FOR PZ-26-00044

Dear Catherine,

Attached for your review and approval is a resubmittal of the Conditional Use for the project referenced above. The comments are listed below with the design team's response or proposed resolution in *red*.

Review Comments Received:

County comments.

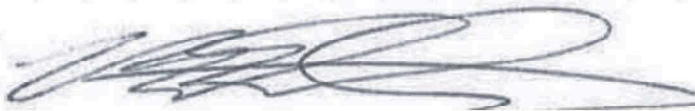
1. Planning Commission Public Hearing 7.9.2026, letters sent 5.18.26, legal ad published 5.20.26, 1 public sign. *Acknowledged.*
2. This site already contains 4 unique addresses. With this proposal adding an additional 9 dwelling units, it would be prudent to re-evaluate the addressing system on site and reassign addresses to ALL the structures that would be more logical and in line with the use of the site. *Acknowledged and anticipated to be completed with the Site Plan application.*
3. Premises identification shall be in accordance with 2024 IFC section 505 and 2024 IRC section 308, and 2024 IBC section 502.1. Fire Apparatus Roads required per 2024 IFC section 503. Fire protection water Supplies required per 2024 IFC section 507. *Acknowledged and anticipated to be completed with the Site Plan application.*
4. The Laramie County Sheriffs Office has received several concerns from citizens who believe additional law enforcement would be needed if the home park is created. For context, U.S. local police staffing averages 1.625 sworn officers per 1,000 residents. Laramie Countys population (~38,000) is currently served by 65 operations deputies (including the Sheriff), or about 1. 71 deputies per 1,000 residents. Given projected population increases from the proposed home park, we request funding to add 2.0 sworn deputy positions for every 3,500 new residents to ensure adequate public safety coverage. *Please advise as this is only adding 9 residential units. What proportion could this development be responsible for?*
5. Crime Prevention Through Environmental Design Deputy Funari has concerns the frontage road will not be able to handle the high volume of traffic. Suggests improving the road. *Acknowledged and anticipated to be completed with the Site Plan application.*
6. Demand sheet and modeling will need to be completed. contact office for fee and permits. 307-635-5608. *Acknowledged and anticipated to be completed with the Site Plan application.*
7. Reiterating the comments from the Chief Building Official JEFF.SHAFFER@L with: fire apparatus roads to meet 2024 IFC; fire water supply ARAMIECOUNTYW to meet 2024 IFC; and addressing to meet the 2024 IFC. *Acknowledged and anticipated to be completed with the Site Plan application.*
8. Based on the information provided, it does not appear a Traffic Impact Study will be required unless WYDOT requests one. *Acknowledged.*

9. A Drainage Report will be required with the site plan submittal and detention will most likely be required as well due to the increase in impervious and semi-impervious area. No comments regarding the conditional use permit. *Acknowledged.*
10. Ensure comments made by the Chief Building Official/Fire Code Official and followed. *Acknowledged.*
11. Contact Environmental Health (307) 633-4082 to properly abandon any old septic tanks on this property. *Acknowledged.*
12. All comments from the review engineer shall be addressed and resolved appropriately. *Acknowledged.*
13. Access for this lot is off of a road under the jurisdiction of WYDOT. Any access changes shall be coordinated through WYDOT. *Acknowledged.*
14. Any internal roadways on the site shall comply with the needs of emergency services. *Acknowledged.*

If you have any questions or require additional information, please feel free to contact me directly.

Respectfully Submitted

AVI PROFESSIONAL CORPORATION



Mark Christensen, AICP

mchristensen@avipc.com

avi@avipc.com | www.avipc.com



LARAMIE COUNTY LAND USE REGULATIONS

Transportation Assessment Worksheet

The following transportation assessment worksheet shall be completed in association with 5-6-103

Project: 4800 SGH By: Mark Christensen
 Date: 5/1/2026 Contact: Agent
 Owner/Developer: 4800 SGH 11725 TR Phone: 306-637-6017
 Property Address or Legal Description (lot, block, subdivision): 4800 SGH
 Legal Description: A POR OF SOUTH 1/2 SEC 20
 Existing Zoning: URLD Change to: URLD
 Existing Land Use : Residential Proposed: Residential (Mobile Home Park)
 Above changes if applicable.

Applicant email: mchristensen@avipc.com

All Developments

Provide the following information, to the best of your knowledge, for all projects:

1. Provide existing Land Use and Proposed Land Use for this site.
 - a. Traffic counts need to be included in here... if not existing developer must provide current traffic counts on adjacent public roadways.
 - b. Description of existing Land Use: (If none, use Vacant) If using Peak Hours, multiply by a Rate of 7.44

Type	ITE Code	Land Use	Unit	Time Period	Rate	Size	Trips/Day
	240	Mobile Home Park			7.12	3	51

Total:

- c. Description of proposed Land Use: (If none, use Vacant) If using Peak Hours, multiply by a Rate of 7.44

Type	ITE Code	Land Use	Unit	Time Period	Rate	Size	Trips/Day
	240	Mobile Home Park			7.12	12	145

Total:

New Land Use: _____ Trips/Day

Increase (+)/Decrease (-): _____

1. Traffic Impact Study - Criteria I	
2. Traffic Impact Study - Criteria II	
3. Traffic Impact Study - Criteria III	
4. Traffic Impact Study - Criteria IV	
5. No Traffic Impact Study Required	

Catherine Cundall

From: Compliance Osprey <compliance@osprey-management.com>
Sent: Wednesday, May 27, 2026 9:14 AM
To: Planning
Subject: PZ-26-00044

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.

Hello,
We received a notice in the mail related to this project. Speedway storage has not objections for this project.

Thank you ,

Dalton Manley
Compliance

702-472-7877
www.osprey-management.com

Thank you ,

Dalton Manley
Compliance

702-472-7877
www.osprey-management.com

RESOLUTION# _____

**A RESOLUTION FOR A CLASS B CONDITIONAL USE PERMIT FOR THE
4800 SOUTH GREELEY HIGHWAY MANUFACTURED HOME PARK LOCATED ON A PORTION OF SECTION 20,
T13N, R66W, 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 have adopted the 2025 Laramie County Land Use Regulations; and

WHEREAS, this application meets the criteria for a Class B Conditional Use Permit pursuant to section 2-3-102 of the 2025 Laramie County Land Use Regulations.

NOW THEREFORE BE IT RESOLVED BY THE PLANNING COMMISSION OF LARAMIE COUNTY, WYOMING, as follows:

The Laramie County Planning Commission finds that:

- a. This application meets the criteria for a Class B Conditional Use Permit pursuant to section 2-3-102 of the 2025 Laramie County Land Use Regulations.
- b. This application is in conformance with section 2-4-101 of the 2025 LCLUR governing the URLD – Urban Residential Low Density Zone District.
- c. This application is in conformance with section 3-1-112(a) of the 2025 LCLUR governing Manufactured Home Parks.

And the Commission approves the Class B Conditional Use Permit for the 4800 South Greeley Highway Manufactured Home Park, situated in a portion of Section 20, T13N, R66W, Laramie County, WY, with the following condition:

1. All agency review comments must be addressed prior to submission of a site plan.

PRESENTED, READ, AND ADOPTED, this ____ day of _____ 2026.

LARAMIE COUNTY PLANNING COMMISSION

Jason Caughey, Chairman

ATTEST:

Cate Cundall, Planning Commission Clerk



4800 SGH Concept Plan

Project Name: 4800 SGH
 Client: Travis Redmon, Resident Realty
 Phone: 970-222-7232
 Email: redmontravis@gmail.com

Conceptual Drawing
 1 Inch : 50 Feet (Approximate)
 20 Foot Setback

15 Feet
 Single Wide: 18 feet x80 feet

