



LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

Planning • Building

MEMORANDUM

TO: Laramie County Board of Commissioners

FROM: Cate Cundall, Associate Planner

DATE: January 3, 2023

TITLE: PUBLIC HEARING regarding an Administrative Plat for Lot 1, 2, & 3, Block 1, Hope Subdivision, 4th Filing, Laramie County, WY.

EXECUTIVE SUMMARY

AVI, PC on behalf of Yacamerali Salinas-Hernandez has applied for Board Approval seeking a property line adjustment of Lots 1, 2 & 3, Block 1, Hope Subdivision, 4th Filing. The purpose of the application is a property line adjustment of 15.10' between Lot 1 and 2 to accommodate the fitment of their desired single family residential structure within the setbacks for Lot 1. This adjustment will increase Lot 1 to a width of 77.00', decrease lot 2 to a width of 46.80' and Lot 3 will have no change.

BACKGROUND

This property is approximately 0.68 acres and located within a MU-Mixed Use zoning district. Currently there are two residences and one accessory structure on the property.

Pertinent Statutes and Regulations include:

Wyoming State Statutes: Section 34-12-101 through 34-12-115.

Section 1-2-100 of the Laramie County Land Use Regulations governing the Board Approval process.

Section 1-2-104 of the Laramie County Land Use Regulations governing Public Notice.

Section 4-2-111 of the Laramie County Land Use Regulations governing the MU – Mixed Use Zoning District.

DISCUSSION

The subject property is bordered on all sides by the MU zoned district and is within the South Cheyenne Water and Sewer District. Properties surrounding the subject property are residential properties and are approximately .23 acres in size.

Public notice was provided as required. Staff received no public comments pertaining to the development action that is taking place. Attached are agency review comments.

Section 1-2-100 (a) of the Laramie County Land Use Regulations outlines the Laramie County Board of Commissioners Board approval process. The application for vacation has met the requirements as outlined in the regulations.

RECOMMENDATION and FINDINGS

Based on evidence provided, staff recommends the Laramie County Board of Commissioners find that:

- a.** This application meets the criteria for Board Approval pursuant to **Section 2-1-101(m)** of the Laramie County Land Use Regulations.
- b.** The application fulfills the intent of **Wyoming State Statute 34-12-108** as it does not abridge any of the rights of properties situated in the same subdivision.

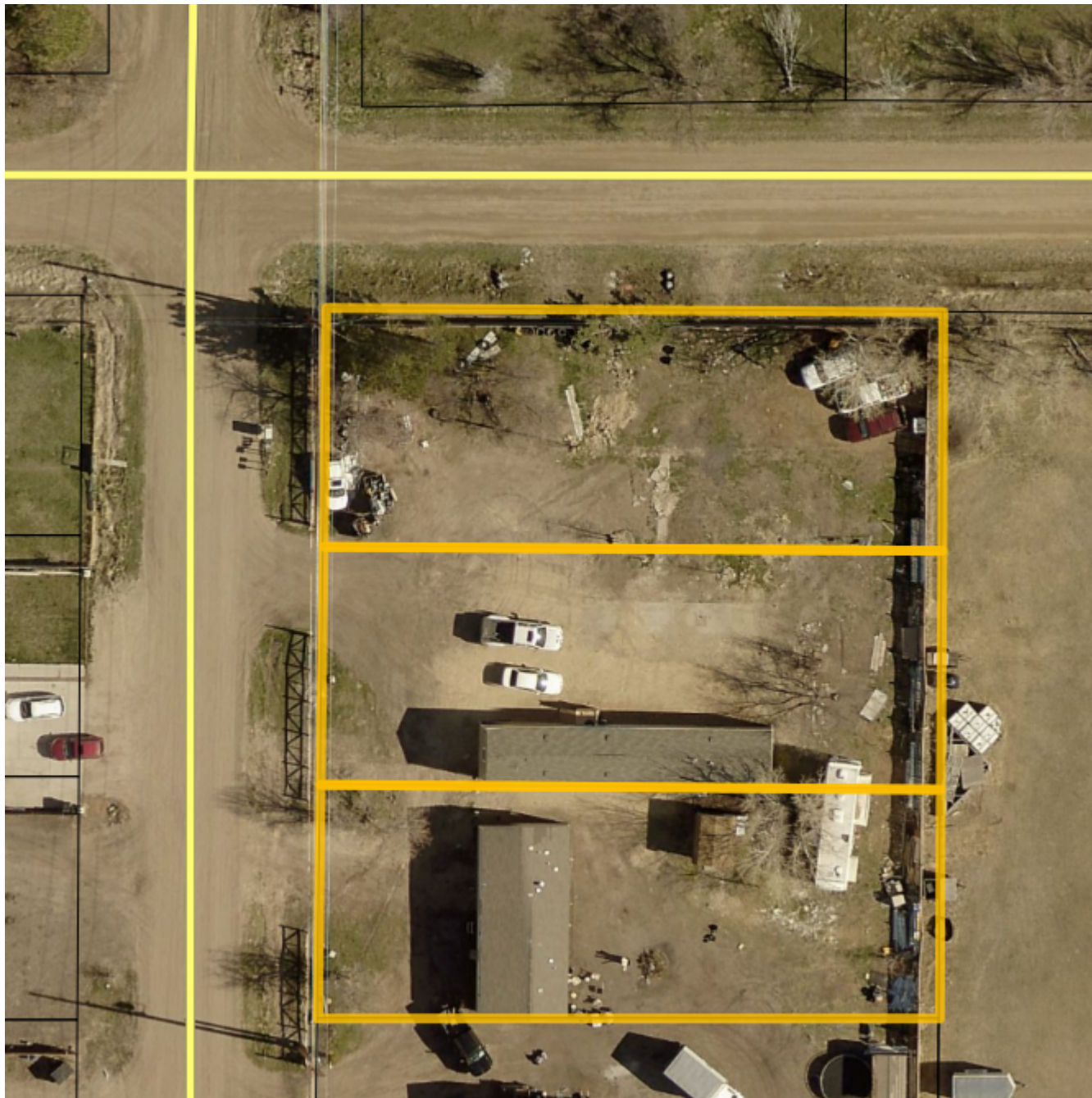
Planning Staff recommends that the Board approve the Administrative Plat for Hope Subdivision, 7th Filing, Laramie County, WY.

PROPOSED MOTION

I move to grant Board Approval for the Vacation of Lots 1, 2, & 3, Block 1, Hope Subdivision, 4th Filing, Laramie County, WY., and adopt the findings of facts a and b of the staff report.

ATTACHMENTS

- Attachment 1: Aerial Map**
- Attachment 1: Existing Conditions Map**
- Attachment 2: Narrative**
- Attachment 3: Agency review comments**
- Attachment 4: Resolution**
- Attachment 5: Hope Subdivision, 7th Filing Plat**



Laramie County Wyoming

**Hope Subdivision, 7th Filing
Administrative Plat
PZ-22-00343**

LU Zone District

**South Cheyenne Water &
Sewer District**

Fire District 1





Justin Arnold
Planning and Development
3966 Archer Parkway
Cheyenne, WY 82009

November 18, 2022
4682-22

RE: HOPE SUBDIVISION 7TH FILING – ADMINISTRATIVE PLAT

Dear Justin,

AVI is working with the owner and applicant on a property line adjustment through the Administrative Plat process. Currently the lots are defined as Lots 1, 2, & 3, Block One, Hope Subdivision 4th Filing, to be reestablished as Lots 1, 2, & 3, Block One, Hope Subdivision 7th Filing with this Administrative Plat. The owner is requesting a 15.10' adjustment for the common property line between the said Lot 1 & 2 in order to accommodate the fitment of their desired single family residential structure within the setbacks for Lot 1. This adjustment will result in Lot 1 increasing to a width of 77.00' and Lot 2 decreasing to a width of 46.80'. There are no proposed adjustments to Lot 3.

Please see the attached Administrative Plat Application, Administrative Plat, Pre-Application Meeting Letter, Warranty Deed, and check for payment of Administrative Plat and public safety fees.

Respectfully Submitted

AVI PROFESSIONAL CORPORATION

A handwritten signature in black ink, appearing to read 'Andy Bartel', written over a horizontal line.

Andrew Bartel, EIT

Cate Cundall
Laramie County Planning & Development
3966 Archer Parkway
Cheyenne, WY 82009

December 8, 2022
1-4682.22

RE: HOPE SUBDIVISION, 7TH FILING ADMIN PLAT – 1ST REVIEW COMMENTS [PZ-22-00343]

Dear Cate Cundall,

Attached for your review is a resubmittal of the Administrative Plat for the above referenced project. This letter is in response to the County's comments (dated 12/08/2022) on the first Administrative Plat submittal. The County's review comments are listed below with AVI's response or solution in *red*.

County Engineer (Scott Larson)

1. No Traffic Study or Drainage Study is needed for the shifting of the property lines given the lots are generally already developed. *Acknowledged.*
2. The Dedication and Acknowledgements indicates this is the "Hope Subdivision, 4th Filing" and it should be changed to the 7th Filing. *Noted, Dedication & Acknowledgement statements have been updated.*
3. Per State Statute 18-5-306 (d), plats are required to include the note "THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE". *Acknowledged, statement was added.*
4. Since this is an Administrative Plat, signatures should be able to be obtained fairly quickly and before the end of the month. If not, the year 2022 may need to be changed if they are not able to get all signatures before the end of the month. *Noted.*

Surveyor Review

5. For future clarification of the intent of this plat, it seems appropriate to first also vacate LOTS 1, 2 and 3 of "HOPE SUBDIVISION 4TH FILING" and then also approve this re-plat. Maybe a statement to Vacate would help clean up the process. *Acknowledged, Statement to Vacate was added.*
6. Realizing that this subdivision is a re-plat of an existing subdivision, maybe the Vicinity Map would be more congruent with the Title Block requirements if one were to add information such as, at a minimum, the Section, Township and Range data with enough detail to indicate the location of the subdivision within the section. *Acknowledged, section lines and numbers were added to Vicinity Map for reference.*
7. With the gray shaded background of the VICINITY MAP, some of the street names are a little difficult to see. *Acknowledged, background mask added to street names.*

Intraoffice

8. Language found in Dedication and Acknowledgements is a little confusing. The use of "this final plat of Hope Subdivision 4th Filing" is conflicting with the fact that this document is Hope Subdivision 7th Filing. Perhaps changing the wording to "the" rather than "this" would be less confusing. *Noted, this confusion was solved with the comment #2 above.*

Should you need any additional information or have any questions please contact us.

Respectfully Submitted

AVI PROFESSIONAL CORPORATION

Tristan Cordier, PE

h:\4682_hernandez admin plat\submittals\4682 admin plat 1st review response.docx

PZ-22-00343-Hope Subdivision, 7th Filing
Administrative Plat
Review #2

County Engineer: County Engineer, Scott Larson Comments Attached 12/19/2022
All previous comments have been adequately addressed with the revised plat.
Therefore we have no further comments at this time.

Intraoffice: Planners, Cambia McCollom No Comments 12/15/2022
No Comments

Cheyenne Planning: Cheyenne Development Services, Seth Lloyd Comments
Attached 12/22/2022
No Comments

1. Official City Comment Letter attached (no comments warranting response).



Planning and Development Department
2101 O'Neil Avenue, Suite 202, Cheyenne WY 82001
(Phone) 307-637-6282 (Fax) 307-637-6366

December 22, 2022

Board of County Commissioners
310 W 19th St #320
Cheyenne, WY 82001

RE: Hope Subdivision, 7th Filing – City Comments

Board of County Commissioners,

In compliance with W.S. 34-12-103 (b) the City hereby submits the following comments regarding the subdivision referenced above:

1. Future annexation of the property will prompt review by the City. Concurrent with annexation by petition, public improvements to streets may be required; driveway accesses will be reviewed for conformance with City standards and may require modification; and Community Facility Fees will be required to be paid to the City. The City defers timing of design and construction of public improvements to the County.

I do not believe that there are any items of disagreement that warrant a response by the Board of County Commissioners pursuant to W.S. 34-12-103-(b).

Thank you,

Charles W. Bloom, AICP
Planning and Development Director

RESOLUTION NO. _____

**A RESOLUTION TO APPROVE A SUBDIVISION PERMIT AND PLAT
FOR LOTS 1, 2, & 3, BLOCK 1, HOPE SUBDIVISION, 4TH FILING,
LARAMIE COUNTY, WY, TO BE PLATTED AND KNOWN AS
"HOPE SUBDIVISION, 7TH FILING".**

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 application is in conformance with the MU – Mixed Use zone district; and

WHEREAS, this resolution is the Subdivision Permit for Hope Subdivision, 7th 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-e) of the Laramie County Land Use Regulations.
- b. This application is in conformance with section 4-2-104 governing the MU - Mixed Use zone district.

And the Board approves the Subdivision Permit and Plat for Hope Subdivision, 7th Filing.

PRESENTED, READ AND ADOPTED THIS _____ DAY OF

_____, 2023.

LARAMIE COUNTY BOARD OF
COMMISSIONERS

Troy Thompson, Chairman

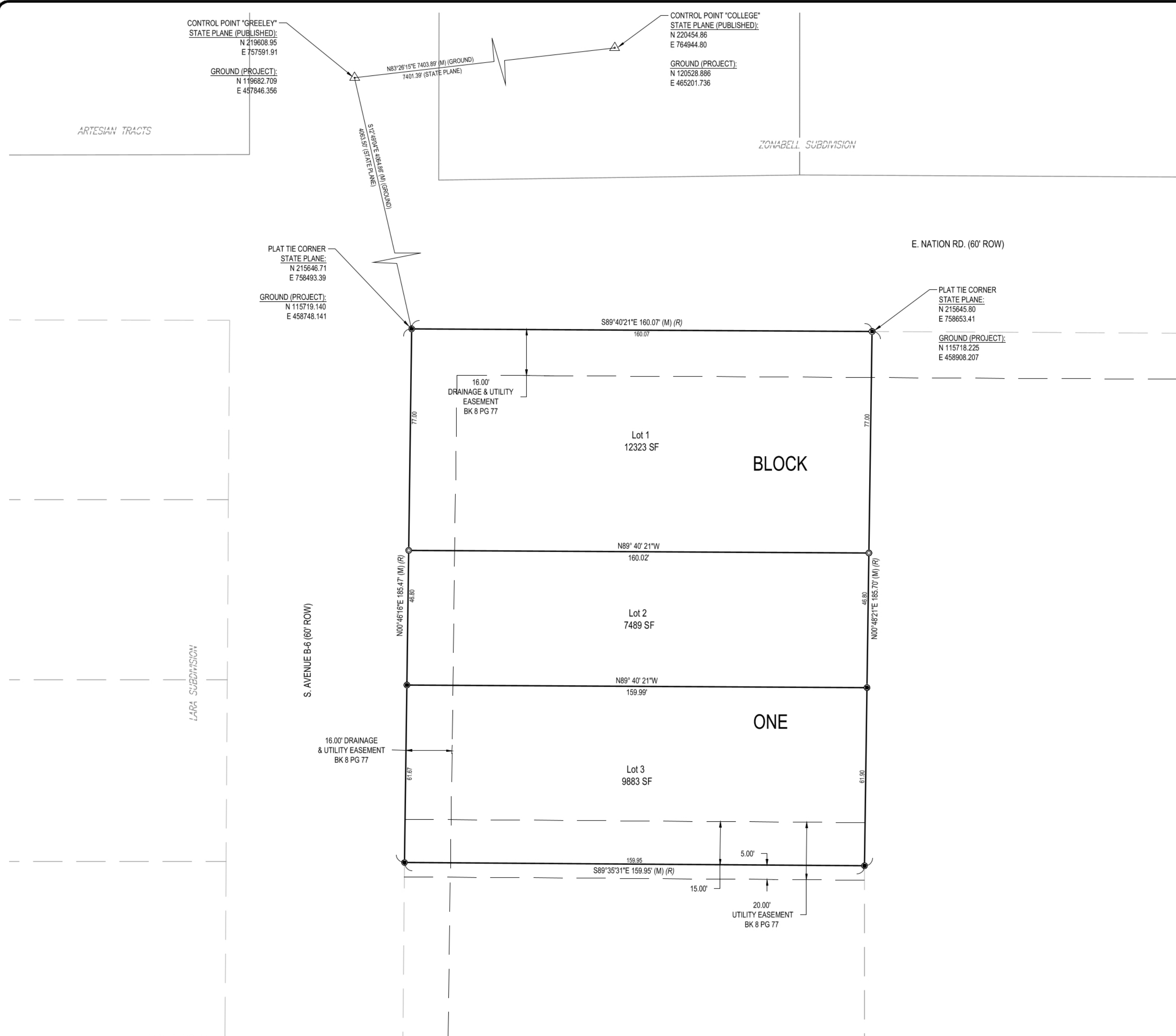
ATTEST:

Debra K. Lee, Laramie County Clerk

Reviewed and approved as to form:



Laramie County Attorney's Office



VICINITY MAP
NOT TO SCALE



NOTES:

1. PUBLIC WATER AND WASTE WATER SYSTEMS TO CONNECT TO EXISTING SOUTH CHEYENNE WATER & SEWER DISTRICT UTILITIES.
2. FIRE PROTECTION WILL BE PROVIDED BY THE FD-1 FIRE DEPARTMENT.
3. BASIS OF BEARINGS ARE BASED ON SURVEY TIES TO CITY OF CHEYENNE CONTROL POINTS 'GREELEY' AND 'COLLEGE'.
4. DRAINAGE & UTILITY EASEMENTS NOTED AS BK 8 PG 77 WERE TAKEN FROM THE FILED, HOPE SUBDIVISION 2ND FILING.
5. PARCEL NOT WITHIN FEMA FLOODZONE, FIRM #56021C1358F, JANUARY 17TH 2007.
6. COMMUNITY WILDFIRE PROTECTION PLAN AREA (CWPP) FUEL LOAD AREA 'LOW'
7. THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE.

FILING RECORD

LEGEND

- FOUND IRON PIPE
- FOUND IRON ROD
- FOUND ALUMINUM CAP
- SET 2" ALUMINUM CAP, AVI PC PLS 12045
- (//) RECORD DATA HOPE SUBDIVISION 4TH FILING
- (M) MEASURED DATA AVI SURVEY, JANUARY 2017

ZONING:

CURRENT ZONING : COUNTY, MU
PROPOSED ZONING : COUNTY, MU

STATEMENT TO VACATE

THIS PLAT VACATES LOTS 1, 2 & 3, BLOCK ONE OF HOPE SUBDIVISION 4TH FILING.

LEGAL DESCRIPTION

LOT 1, 2, & 3, BLOCK ONE, HOPE SUBDIVISION 4TH FILING
0.68 ACRES ±

DEDICATION

KNOW ALL MEN BY THESE PRESENTS: THAT YACAMARALI SALINAS HERNANDEZ, OWNER IN FEE SIMPLE OF THE LAND EMBRACED IN THIS ADMINISTRATIVE PLAT OF "HOPE SUBDIVISION 7TH FILING," DOES HEREBY DECLARE THAT THE SUBDIVISION OF SAID LAND IS WITHIN THEIR FREE ACT AND DEED AND IN ACCORDANCE WITH THEIR DESIRES.

YACAMARALI SALINAS HERNANDEZ

ACKNOWLEDGEMENTS

STATE OF _____)
COUNTY OF _____)SS

THE FOREGOING DEDICATION WAS EXECUTED BEFORE ME ON THIS _____ DAY OF _____, 2022, BY YACAMARALI SALINAS HERNANDEZ, OWNER IN FEE SIMPLE OF THE LAND EMBRACED IN THIS ADMINISTRATIVE PLAT OF "HOPE SUBDIVISION 7TH FILING" AND THAT THE EXECUTION OF SAID INSTRUMENT WAS THEIR OWN FREE ACT AND DEED.

NOTARY PUBLIC, _____, WYOMING

MY COMMISSION EXPIRES _____

COUNTY APPROVALS

APPROVED BY THE LARAMIE COUNTY PLANNING DIRECTOR THIS _____ DAY OF _____, 2022.

PLANNING DIRECTOR, LARAMIE COUNTY, WY

APPROVED BY THE DIRECTOR OF LARAMIE COUNTY PUBLIC WORKS, THIS _____ DAY OF _____, 2022.

DIRECTOR OF PUBLIC WORKS, LARAMIE COUNTY, WY

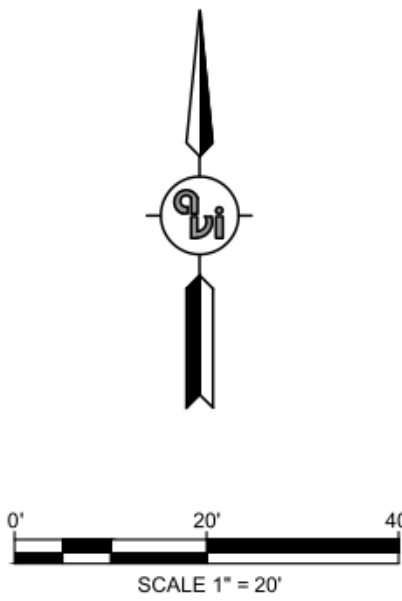
ACKNOWLEDGEMENTS

STATE OF WYOMING)
COUNTY OF LARAMIE)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY JUSTIN ARNOLD AND MOLLY BENNETT THIS _____ DAY OF _____, 2022, ON BEHALF OF LARAMIE COUNTY, WYOMING.

NOTARY PUBLIC, _____, WYOMING

MY COMMISSION EXPIRES _____



BASIS OF BEARINGS

HELD CITY OF CHEYENNE CONTROL POINTS (GREELEY & COLLEGE) BEARING OF N83°26'15"E AND DISTANCE OF 7403.89' TO ESTABLISH BOUNDARY.

GROUND COORDINATES SHOWN ARE BASED ON US STATE PLANE 1983, WYOMING STATE PLANE EAST FIPZONE 4801 WY E.
TO CONVERT TO STATE PLANE COORDINATES ADD 100,000 FT TO THE NORTHING AND 300,000 FT TO THE EASTING AND MULTIPLY BY A PROJECT SCALE FACTOR OF 0.9996642528.
EXAMPLE
"GREELEY" GROUND NORTHING = 119682.709
"GREELEY" GROUND EASTING = 457846.356
STATE PLANE N = ((119682.709+100000)*SF = 219608.95
STATE PLANE E = (457846.356+300000)*SF = 757591.91

ORIGINAL FIELD SURVEY BY: AVI PC JUNE 2018

CERTIFICATE OF SURVEYOR

I, ADAM E. DESCHLER, A PROFESSIONAL LAND SURVEYOR LICENSED IN THE STATE OF WYOMING DO HEREBY CERTIFY THAT THIS PLAT WAS PREPARED FROM THE RECORDS AND FIELD NOTES OF A SURVEY CONDUCTED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.



ADMINISTRATIVE PLAT FOR
HOPE SUBDIVISION 7TH FILING
A RE-PLAT OF LOT 1, 2 & 3, BLOCK ONE OF HOPE SUBDIVISION
4TH FILING, BEING SITUATED IN THE SE1/4 OF SECTION 17,
TOWNSHIP 13 NORTH, RANGE 66 WEST, OF THE 6TH P.M.,
COUNTY OF LARAMIE, STATE OF WYOMING
PREPARED NOVEMBER 2022

NO.	REVISION	DATE

PREPARED FOR:
SALINAS HERNANDEZ
507 E NATION RD.
CHEYENNE, WY 82007

PROJECT:
YACAMARALI HERNANDEZ
LOT 1, 2 & 3, BLOCK ONE, HOPE SUBDIVISION 4TH FILING
REPLAT

ADMINISTRATIVE PLAT

307.637.6017
1103 OLD TOWN LANE, SUITE 101
CHEYENNE, WY 82009
AVI@AVIPC.COM

DATE: Dec 12, 2022
DRAWN BY: ACB
DESIGNED BY: TC
CHECKED BY: AD

JOB NO.: 4682

DRAWING NO. 1 OF 1