



LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

Planning • Building

MEMORANDUM

TO: Laramie County Board of Commissioners

FROM: Sonny M. Pourchot, Associate Planner

DATE: October 7th, 2025

TITLE: PUBLIC HEARING regarding a Vacation of Polk Addition, 2nd Filing, Tract 1, and application for a Subdivision Permit and Plat for Polk Addition, 3rd Filing, Laramie County, WY.

EXECUTIVE SUMMARY

AVI, P.C., on behalf of the landowner, High West LLC, has submitted an application for a Subdivision Permit and Plat for the properties listed above. The purpose of the application is to subdivide the existing parcel, totaling 17.72 acres, into two new plats which will be known as Polk Addition, 3rd Filing with the residential use remaining.

BACKGROUND

The subject property is currently zoned LU – Land Use zone district and surrounded by further LU and LI – Light Industrial zone district and accessed from E Pershing Blvd.

Pertinent Regulations

Wyoming State Statute: Section 34-12-100 through 34-12-111.

Section 1-3-100 of the Laramie County Land Use Regulations governing public notice.

Section 2-4-104 governing the LU – Land Use zone district.

Section 4-1-102 governing vacations.

Section 4-1-105 subdivision permit and plat requirements.

DISCUSSION

The Laramie County Comprehensive Plan designates this area as Urban Rural Interface – URI, which is 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. PlanCheyenne Future Land Use designates this area as

MU-R – Mixed-Use Residential and OS – Open Space and Parks. Both plans align with the intended use of these properties.

According to the adopted AMEC Memo dated January 31, 2014, the property lies within Zone 2 of the study area. The memo states that lots within this zone shall be a minimum of 5 acres in order to sufficiently recharge groundwater after withdrawal from a pumping well. Development design standards contained within Section 2-1-104 of the Land Use Regulations dictate that minimum acreage within Zone 2 be 5.25 acres to accommodate for the impervious surface of residential structures and driveways. The proposal outlines water being provided by individual wells.

Public notice was published, and neighbor notice letters were sent by first class mail. Staff received no written comments from adjacent landowners. Agency comments were addressed.

RECOMMENDATION and FINDINGS

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

- a. This application does meet the criteria for vacation pursuant to section 4-1-101 of the Laramie County Land Use Regulations.
- b. This application does meet the requirements for a subdivision permit and plat pursuant to section 4-1-105.
- c. This application does meet the requirements for the LU – Land Use zone district pursuant to section 2-4-104.

and that the Board may approve the Vacation of Polk Addition, 2nd Filing, Tract 1, to become effective upon recordation of the Subdivision Permit and Plat known as Polk Addition, 3rd Filing, Laramie County, WY, with no conditions.

PROPOSED MOTION

I move to approve the Vacation of Polk Addition, 2nd Filing, Tract 1, and approve the Subdivision Permit and Plat known as Polk Addition, 3rd Filing, Laramie County, WY, and adopt the findings of facts a, b, and c of the staff report with no conditions.

ATTACHMENTS

Attachment 1: Location Map

Attachment 2: Pre-Application Notes

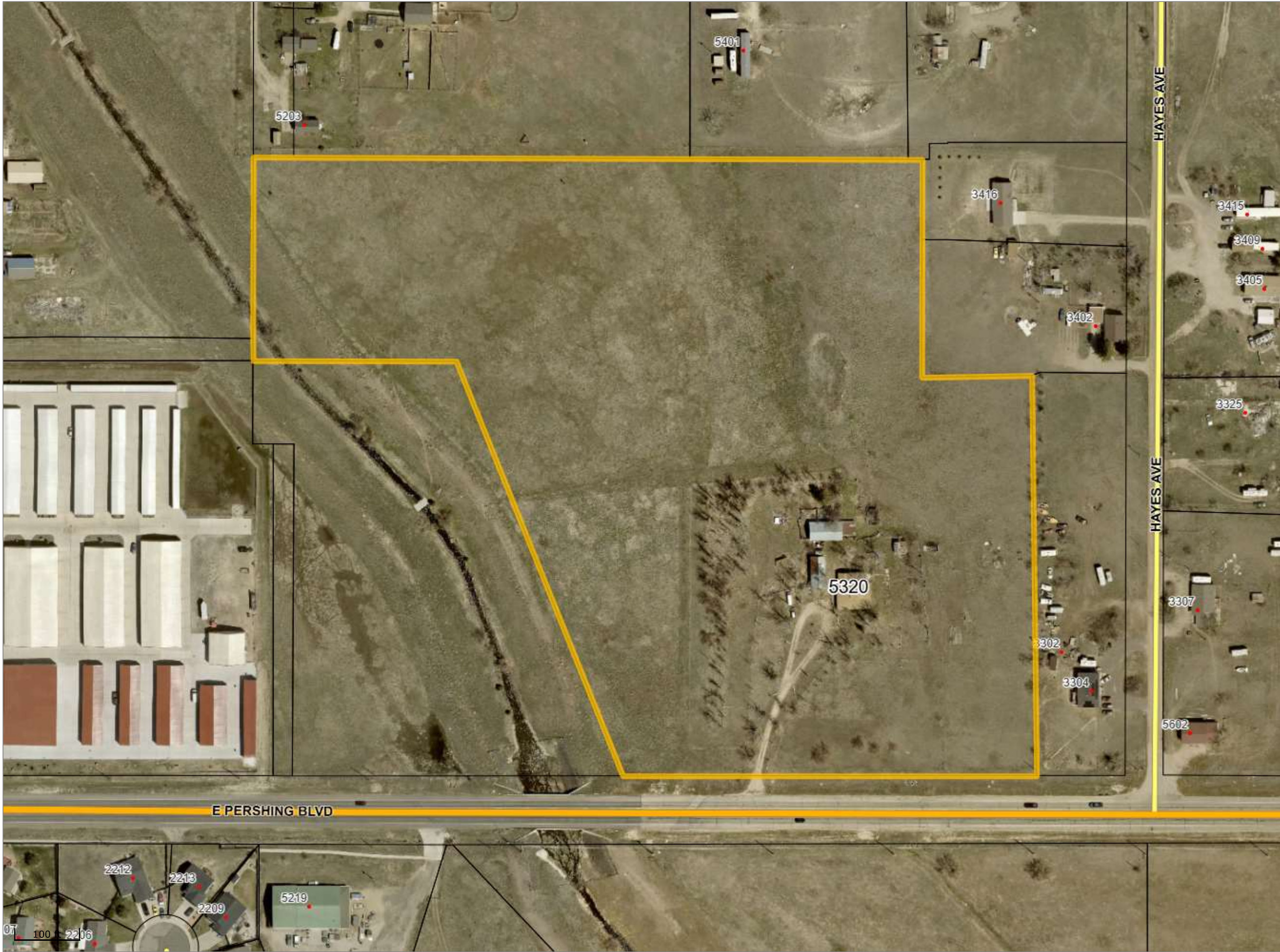
Attachment 3: Project Narrative

Attachment 4: Agency Review Comments

Attachment 5: Exhibit A – Original Polk Addition, 2nd Filing

Attachment 6: Resolution

Attachment 7: Exhibit B – Subdivision plat, Polk Addition, 3rd Filing



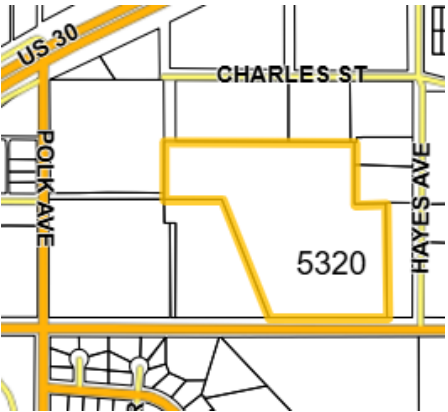
**Laramie County
Wyoming MapServer**

PZ-25-00058

SUBDIVISION PERMIT AND PLAT
FOR POLK ADDITION, 3RD FILING

LARAMIE COUNTY FIRE AUTHORITY

LARAMIE COUNTY SCHOOL
DISTRICT #1



This map/data is made possible through the
Cheyenne and Laramie County Cooperative GIS
(CLCCGIS) Program and is for display purposes
only. The CLCCGIS invokes its sovereign and
governmental immunity in allowing access to or use
of this data, and makes no warranties as to the
validity, and assumes no liability associated with the
use or misuse of this information.
printed 9/30/2025



Laramie County, WY
Laramie County Planning and Development Office

3966 Archer Pkwy
Cheyenne, WY 82009
(307) 633-4303
www.laramiecountyny.gov
planning@laramiecounty.com

PERMIT

PA-25-00046

PRE-APPLICATION MEETINGS

SITE ADDRESS: 5320 E PERSHING BLVD CHEYENNE
PRIMARY PARCEL: 14662631900100
PROJECT NAME: LOT SPLIT

ISSUED: 07/10/2025
EXPIRES: 01/06/2026

APPLICANT: HIGH WEST LLC
3325 POLK AVE
CHEYENNE, WY 82001

OWNER: HIGH WEST LLC
3325 POLK AVE
CHEYENNE, WY 82001

Detail Name	Detail Value
Meeting Date	07/10/2025
MEETING AM OR PM	AM
Application Types	Subdivision Permit and Plat
Attendees	In Person (3966 Archer Pkwy)
Property Interest	Owner
Detailed Project Narrative	The applicant would like to discuss a platting action application to break the subject parcel into two (concept attached).
Staff Attending	JA, CC, SP
Application Fees	Yes
Copy of Pre-App Notes	REQUIRED FOR APPLICATION SUBMITTAL
Project Narrative Letter	Yes
Warranty Deed and/or Lease Agreement	Yes
Development Action	Plat
Drainage Plans	No
Drainage Study	Letter of Waiver
Traffic Study	Letter of Waiver
Public Safety Fees Acknowledgement Letter	Yes
Community Facility Fees Acknowledgement Letter	Yes
WY DEQ Chapter 23 Study/Submittal Letter	No
Development Agreement	No



Laramie County, WY

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Roadway Maintenance Plan	No
Road/Easement Use Agreement	No
Right-of-Way Construction Permit	Upon Construction
Engineer Review - Paid by Applicant	Yes
Environmental Health Review/Approval	Yes
Environmental and Services Impact Report	No
GESC Permit	No
Floodplain Development Permit	Yes
Perimeter Fence Construction per W.S.S. 18-5-319	No
Public Notice, Paid by Applicant	Yes
Newspaper Legal Notice, Paid by Applicant	Yes
Adjacent Property Owner Letter, Paid by Applicant	Yes
Miscellaneous Notes	Env Health comments: Good Afternoon, I cannot make this meeting. Jennifer and I met the owner on this one. We do not have any issues with the split. If they have separate lots with houses, the new lot will need a separate address for us. Otherwise, I think the owner is aware of our requirements. If there are any other questions, let us know. Thanks, Tiffany
Miscellaneous Notes (2)	Small subdivision which will go before the BOCC for approval after 07/15/25. Prior to that, it will be a Subdivision under 25 lots that will go before the BOCC for the vacate. Splitting lot north and south to avoid continuity with the City of Cheyenne for the 201 exception. Seth Lloyd City of Cheyenne: Per standard policy Env. Health will not defer to the City on this project. City doesn't have any issues with this proposal. Public works will handle the culvert/access permit, 307-633-4302. Floodplain permit will need to be pulled through Planning.
Miscellaneous Notes (3)	Fees: small subdivision \$750 or right now, subdivision permit & plat \$1200, legal ad TBD, Engineer fees TBD, mailings TBD, development action sign x 1 \$26, Environmental Health \$200 + \$10 per lot.



Laramie County, WY

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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.

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

August 8, 2025
4776

RE: Polk Addition, 3rd Filing - Drainage Study, Traffic Study Waiver Request and Community Facility Fees Acknowledgement

Dear Ms. Cundall,

AVI, P.C., on behalf of High West LLC, is submitting a Modest Plat application for the purpose of subdividing Tract 1, Polk Addition 2nd Filing a 17.76 acre lot located on E Pershing Boulevard between Polk Avenue and Hayes Avenue into two lots. Both lots will be used for residential purposes.

We would like to request a waiver for providing Drainage and Traffic studies for this project. Impacts to the existing terrain, roadways and traffic patterns is expected to be minimal.

The owner is also aware that Community Facility Fees and Public Safety Fees may be assessed on the property.

If you have any questions or would like to discuss this project in greater detail, please contact me directly.

Respectfully Submitted
AVI PROFESSIONAL CORPORATION



Christine R. Johnson, PE
1103 Old Town Lane | Cheyenne, Wyoming 82009 | 307.637.6017
2290 E Prospect Road Suite 5, Fort Collins, Colorado 80524 | 970.420.0086
avi@avipc.com | www.avipc.com
Cc: High West LLC, file

h:\4776_walker 5320 e pershing blvd\planning\submittals\polk addition 3rd filing\4776 narrative, waivers, and cff.docx

Permit Notes

Permit Number: PZ-25-00058

Parcel Number: 14662631900100

Submitted: 08/11/2025

Site Address: 5320 E PERSHING BLVD

Technically Complete: 08/11/2025

Applicant: AVI PC
Owner: HIGH WEST LLC

Cheyenne, WY 82001

Approved:
Issued:

Project Description: Simple plat creating two parcels of a platted Lot

<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>
08/12/2025	08/12/2025	Workflow	COUNTY ASSESSOR REVIEW	GENERAL	No comments.	CINDY.KEMIVES@LARAMIECOUNTY.WY.GOV
08/13/2025		Workflow	WYOMING STATE ENGINEER'S OFFICE	GENERAL	<p>The subdivision proposal, located in the SESW of Section 26, T14N, R66W, Laramie County, Wyoming, involves dividing Tract 1 of the Polk Addition 2nd filing (17.72 acres) into two lots of 5.96 and 11.76 acres. No water will be provided by a public water system, and the location is within the Cheyenne Ground Water District. Based upon the review of both the subdivision application and a preliminary search of the agency's water rights database, the State Engineers Office offers the following:</p> <p>Our records indicate that there is an associated water right with the subdivision lands under the permits: P222192.0W.</p> <p>Additional Comments:</p> <p>1.Our office requests that the subdivider provide the updated legal location description, including the subdivision name and appropriate lot number for the well location, and the legal location description including subdivision name and lot numbers for where these uses occur.</p> <p>2.Drilling of any water well requires an approved permit prior to work being performed. The procurement of the necessary and appropriate State Engineer water right permit allows the applicant to attempt to develop a water supply adequate to meet the proposed needs. No guarantee of any physical availability is provided.</p> <p>3.Any new proposed wells must be constructed in accordance with the State Engineers Office Rules and Regulations, Part III, Water Well Minimum Construction Standards.</p> <p>4.With few exceptions, a Wyoming licensed water well drilling contractor must drill and construct new wells, and a Wyoming</p>	RYAN.COX@LARAMIECOUNTY.WY.GOV

Permit Notes

licensed pump installation contractor must install pumps.

5.Any well not to be used must be properly plugged and abandoned as outlined in the above referenced rules and regulations.

6.Any wells developed for uses that do NOT fall within the definition of domestic or stock use require adjudication by the Board of Control.

08/14/2025	08/14/2025	Application	PZ-25-00058	GENERAL	No Comments	MATTHEW.BUTLER@LARAMIECOUNTY.WY.GOV
08/14/2025	08/14/2025	Workflow	COUNTY REAL ESTATE OFFICE REVIEW	GENERAL	No Comments	TERESA.LEMASTER@LARAMIECOUNTY.WY.GOV
08/18/2025		Application	PZ-25-00058	GENERAL	No Comment	CHRISTOPHER.YANEY@LARAMIECOUNTY.WY.GOV
08/21/2025		Workflow	PUBLIC WORKS REVIEW	GENERAL	<p>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.</p> <p>2. All comments from the review engineer and surveyor shall be addressed and resolved appropriately.</p> <p>3. Access to these Tracts (including any internal access easements) from E Pershing Blvd shall be designed and built to the current Laramie County Land Use Regulations. The design/construction plans shall be submitted to Public Works for review and approval.</p> <p>3a. Please apply for your Public Works access permit on the SmartGov Portal. Call (307-633-4302) or email (permits@laramiecountywyo.gov) Public Works with any questions.</p> <p>4. Any work taking place within the boundaries of the designated floodplain and/or floodway will require an approved Floodplain Development Permit through the Laramie County Planning and Development office.</p>	MOLLY.BENNETT@LARAMIECOUNTY.WY.GOV
08/22/2025		Application	PZ-25-00058	CORRESPONDENCE	The Wyoming Game and Fish Department has no concerns with this proposal. Thank you for the opportunity to review.	WYGAMEFISHDEPT@LARAMIECOUNTY.WY.GOV
08/22/2025		Workflow	WYOMING GAME AND FISH DEPARTMENT REVIEW	GENERAL	The Wyoming Game and Fish Department has no concerns with this proposal. Thank you for the opportunity to review.	WYGAMEFISHDEPT@LARAMIECOUNTY.WY.GOV

Permit Notes

08/25/2025	Application	PZ-25-00058	GENERAL	<p>1st Review Engineer Review</p> <p>1.Until the floodplain mapping is properly changed through FEMA, no access can be constructed/built for Tract 1 off East Pershing Blvd since it is within the floodway. No construction can take place within the floodway area shown on the plat until or unless the FEMA maps are modified. Until then, how will Tract 1 be accessed? This plat is creating a Tract that cannot be accessed until the floodplain is modified or access is obtained in another area that is not within the floodway.</p> <p>2.The Title Block needs to include "Section 26" in the legal description/location.</p> <p>3.I agree a detailed Drainage Study and Traffic Study is not warranted for this plat. One or both may be required if/when a site plan application is submitted.</p> <p>4.It is understood that the ROW varies for Van Buren Avenue. However, please indicate the width where it ties into the property/platted line for Tract 2.</p> <p>Surveyor Review</p> <p>1.No additional comments.</p>	SCOTT.LARSON@LARAMIECOUNTY.WY.GOV
08/25/2025	Application	PZ-25-00058	GENERAL	<p>1. Official City Comment Letter attached (no comments warranting response).</p> <p>2. It appears land within this subdivision was previously split administratively, as such this plat may not qualify for administrative subdivision. If it does not, please modify the approvals and title block appropriately.</p> <p>3. The property is on an over-sized block in an area eventually expected to develop with urban development; however Hayes is close by and the ability to connect a street may be limited by the floodplain. An exception to block sizes would likely be appropriate if this were divided in the City. (no response required)</p> <p>4. Regarding future development within the plat boundary: Accesses cannot be elevated due to floodway and floodplain. (no response required)</p>	SETH.LLOYD@LARAMIECOUNTY.WY.GOV
08/25/2025	Workflow	BUILDING FIRE CODE REVIEW	GENERAL	<p>Premises identification shall be in accordance with 2024 IFC section 505 and 2024 IRC section 319, and 2024 IBC section 502.1.</p> <p>Fire Apparatus Roads required per 2024 IFC section 503.</p> <p>Fire protection water Supplies required per 2024 IFC section 507</p>	DANIEL.PETERS@LARAMIECOUNTY.WY.GOV
08/25/2025	Workflow	ENVIRONMENTAL HEALTH REVIEW	GENERAL	<p>Small wastewater permit is required for septic system. Newly created lot will require 50 ft setbacks from property lines for septic system. Drain field must also be kept 100 ft from well and 50 ft from the floodplain.</p>	TIFFANY.GAERTNER@LARAMIECOUNTY.WY.GOV

Laramie County Planning & Development

3966 Archer Pkwy
Cheyenne, WY 82009
Attn: Sonny M. Pourchot

September 18, 2025

2-4776.23

RE: RESPONSE TO PERMIT NUMBER: PZ-25-00058 SITE ADDRESS: 5320 E PERSHING BLVD

Dear Sonny Poruchot,

Attached for your review and approval is a resubmittal of the Administrative Plat for Polk Addition, 3rd Filing. The plat has been revised per County review comments received on August 11, 2025. The comments are listed below with the design team's response or proposed resolution in *red*.

Wyoming State Engineer's Office – Ryan Cox

The subdivision proposal, located in the SESW of Section 26, T14N, R66W, Laramie County, Wyoming, involves dividing Tract 1 of the Polk Addition 2nd filing (17.72 acres) into two lots of 5.96 and 11.76 acres. No water will be provided by a public water system, and the location is within the Cheyenne Ground Water District. Based upon the review of both the subdivision application and a preliminary search of the agency's water rights database, the State Engineers Office offers the following:

Our records indicate that there is an associated water right with the subdivision lands under the permits: P222192.0W. *Acknowledged.*

Additional Comments:

1. Our office requests that the subdivider provide the updated legal location description, including the subdivision name and appropriate lot number for the well location, and the legal location description including subdivision name and lot numbers for where these uses occur. *Acknowledged*
2. Drilling of any water well requires an approved permit prior to work being performed. The procurement of the necessary and appropriate State Engineer water right permit allows the applicant to attempt to develop a water supply adequate to meet the proposed needs. No guarantee of any physical availability is provided. *Acknowledged.*
3. Any new proposed wells must be constructed in accordance with the State Engineers Office Rules and Regulations, Part III, Water Well Minimum Construction Standards. *Acknowledged.*
4. With few exceptions, a Wyoming licensed water well drilling contractor must drill and construct new wells, and a Wyoming licensed pump installation contractor must install pumps. *Acknowledged.*
5. AVI Response Any well not to be used must be properly plugged and abandoned as outlined in the above referenced rules and regulations. *Acknowledged.*
6. Any wells developed for uses that do NOT fall within the definition of domestic or stock use require adjudication by the Board of Control. *Acknowledged.*

Public Works – Molly Bennett

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. *Acknowledged.*
2. All comments from the review engineer and surveyor shall be addressed and resolved appropriately. *Acknowledged.*
3. Access to these Tracts (including any internal access easements) from E Pershing Blvd shall be designed and built to the current Laramie County Land Use Regulations. The design/construction plans shall be submitted to Public Works for review and approval. *Acknowledged.*
4. 3a. Please apply for your Public Works access permit on the SmartGov Portal. Call (307-633-4302) or email(permits@laramiecountywy.gov) Public Works with any questions. *Acknowledged.*
5. Any work taking place within the boundaries of the designated floodplain and/or floodway will require an approved Floodplain Development Permit through the Laramie County Planning and Development office. *Acknowledged.*

Laramie County Engineer/Surveyor – Scott Larson

Engineer Review

1. Until the floodplain mapping is properly changed through FEMA, no access can be constructed/built for Tract 1 off East Pershing Blvd since it is within the floodway. No construction can take place within the floodway area shown on the plat until or unless the FEMA maps are modified. Until then, how will Tract 1 be accessed? This plat is creating a Tract that cannot be accessed until the floodplain is modified or access is obtained in another area that is not within the floodway. *Acknowledged and discussed with Laramie County Planning and Development Program Manager.*
2. The Title Block needs to include "Section 26" in the legal description/location. *The title block has been updated.*
3. I agree a detailed Drainage Study and Traffic Study is not warranted for this plat. One or both may be required if/when a site plan application is submitted. *Acknowledged.*
4. It is understood that the ROW varies for Van Buren Avenue. However, please indicate the width where it ties into the property/platted line for Tract 2. *Acknowledged.*

Surveyor Review

1. No additional comments.

Laramie County – Seth Lloyd

1. Official City Comment Letter attached (no comments warranting response).
2. It appears land within this subdivision was previously split administratively, as such this plat may not qualify for administrative subdivision. If it does not, please modify the approvals and title block appropriately.

3. The property is on an over-sized block in an area eventually expected to develop with urban development; however Hayes is close by and the ability to connect a street may be limited by the floodplain. An exception to block sizes would likely be appropriate if this were divided in the City. (no response required)
4. Regarding future development within the plat boundary: Accesses cannot be elevated due to floodway and floodplain. (no response required)

Building Fire Code Review – Daniel Peters

1. Premises identification shall be in accordance with 2024 IFC section 505 and 2024 IRC section 319, and 2024 IBC section 502.1. *Acknowledged.*
2. Fire Apparatus Roads required per 2024 IFC section 503. Fire protection water Supplies required per 2024 IFC section 507. *Acknowledged.*

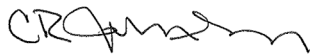
Environmental Health Review – Tiffany Gaertner

1. Small wastewater permit is required for septic system. Newly created lot will require 50 ft setbacks from property lines for septic system. Drain field must also be kept 100 ft from well and 50 ft from the floodplain. *Acknowledged.*

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

Respectfully Submitted

AVI PROFESSIONAL CORPORATION



Christine R. Johnson, PE

1103 Old Town Lane | Cheyenne, Wyoming 82009 | 307.637.6017

2290 E Prospect Road Suite 5, Fort Collins, Colorado 80524 | 970.420.0086

avi@avipc.com | www.avipc.com

Cc: file

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Permit Notes

Permit Number: PZ-25-00058

Parcel Number: 14662631900100

Submitted: 08/11/2025

Site Address: 5320 E PERSHING BLVD

Technically Complete: 08/11/2025

Applicant: AVI PC
Owner: HIGH WEST LLC

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Permit Notes

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08/22/2025		Workflow	WYOMING GAME AND FISH DEPARTMENT REVIEW	GENERAL	The Wyoming Game and Fish Department has no concerns with this proposal. Thank you for the opportunity to review.	WYGAMEFISHDEPT@LARAMIECOUNTY.WY.GOV

Permit Notes

08/25/2025	Application	PZ-25-00058	GENERAL	<p>1st Review</p> <p>Engineer Review</p> <p>1.Until the floodplain mapping is properly changed through FEMA, no access can be constructed/built for Tract 1 off East Pershing Blvd since it is within the floodway. No construction can take place within the floodway area shown on the plat until or unless the FEMA maps are modified. Until then, how will Tract 1 be accessed? This plat is creating a Tract that cannot be accessed until the floodplain is modified or access is obtained in another area that is not within the floodway.</p> <p>2.The Title Block needs to include "Section 26" in the legal description/location.</p> <p>3.I agree a detailed Drainage Study and Traffic Study is not warranted for this plat. One or both may be required if/when a site plan application is submitted.</p> <p>4.It is understood that the ROW varies for Van Buren Avenue. However, please indicate the width where it ties into the property/platted line for Tract 2.</p> <p>Surveyor Review</p> <p>1.No additional comments.</p>	SCOTT.LARSON@LARAMIECOUNTY.WY.GOV
08/25/2025	Application	PZ-25-00058	GENERAL	<p>1. Official City Comment Letter attached (no comments warranting response).</p> <p>2. It appears land within this subdivision was previously split administratively, as such this plat may not qualify for administrative subdivision. If it does not, please modify the approvals and title block appropriately.</p> <p>3. The property is on an over-sized block in an area eventually expected to develop with urban development; however Hayes is close by and the ability to connect a street may be limited by the floodplain. An exception to block sizes would likely be appropriate if this were divided in the City. (no response required)</p> <p>4. Regarding future development within the plat boundary: Accesses cannot be elevated due to floodway and floodplain. (no response required)</p>	SETH.LLOYD@LARAMIECOUNTY.WY.GOV
08/25/2025	Workflow	BUILDING FIRE CODE REVIEW	GENERAL	<p>Premises identification shall be in accordance with 2024 IFC section 505 and 2024 IRC section 319, and 2024 IBC section 502.1.</p> <p>Fire Apparatus Roads required per 2024 IFC section 503.</p> <p>Fire protection water Supplies required per 2024 IFC section 507</p>	DANIEL.PETERS@LARAMIECOUNTY.WY.GOV
08/25/2025	Workflow	ENVIRONMENTAL HEALTH REVIEW	GENERAL	<p>Small wastewater permit is required for septic system. Newly created lot will require 50 ft setbacks from property lines for septic system. Drain field must also be kept 100 ft from well and 50 ft from the floodplain.</p>	TIFFANY.GAERTNER@LARAMIECOUNTY.WY.GOV

Permit Notes

09/23/2025

Application

PZ-25-00058

GENERAL

2nd Review -

1.Per Homeland Security, any proposed work within the currently designated FEMA floodway (i.e., per the existing mapping) cannot be allowed until the City updates the FEMA mapping for this area. Any proposed work within the currently designated floodplain (i.e., per the existing mapping) can be permitted, as long as the floodplain rules and regulations are followed for developments/construction within an existing floodplain until such time as the City updates the FEMA mapping for this area.

SCOTT.LARSON@
LARAMIECOUNTY
WY.GOV

RESOLUTION NO. _____

**A RESOLUTION TO APPROVE A SUBDIVISION PERMIT AND PLAT FOR
POLK ADDITION, 3RD FILING, LARAMIE COUNTY, WY,
TO BE PLATTED AND KNOWN AS “POLK ADDITION, 3RD 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 4-1-105 of the Laramie County Land Use Regulations; and

WHEREAS, the application is in conformance governing vacations; and

WHEREAS, the application is in conformance with the LU – Land Use zone district; and

WHEREAS, this resolution is the subdivision permit for Polk Addition, 3rd 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 2-4-104 governing the LU – Land Use zone district.
- b.** This application is in conformance with section 4-1-102 of the Laramie County Land Use Regulations.
- c.** This application is in conformance with section 4-1-105 of the Laramie County Land Use Regulations.

And the Board approves the Subdivision Permit and Plat for Polk Additoni, 3rd Filing, Laramie County, WY, with no conditions.

PRESENTED, READ AND ADOPTED THIS _____ DAY OF _____, 2025.

LARAMIE COUNTY BOARD OF COMMISSIONERS

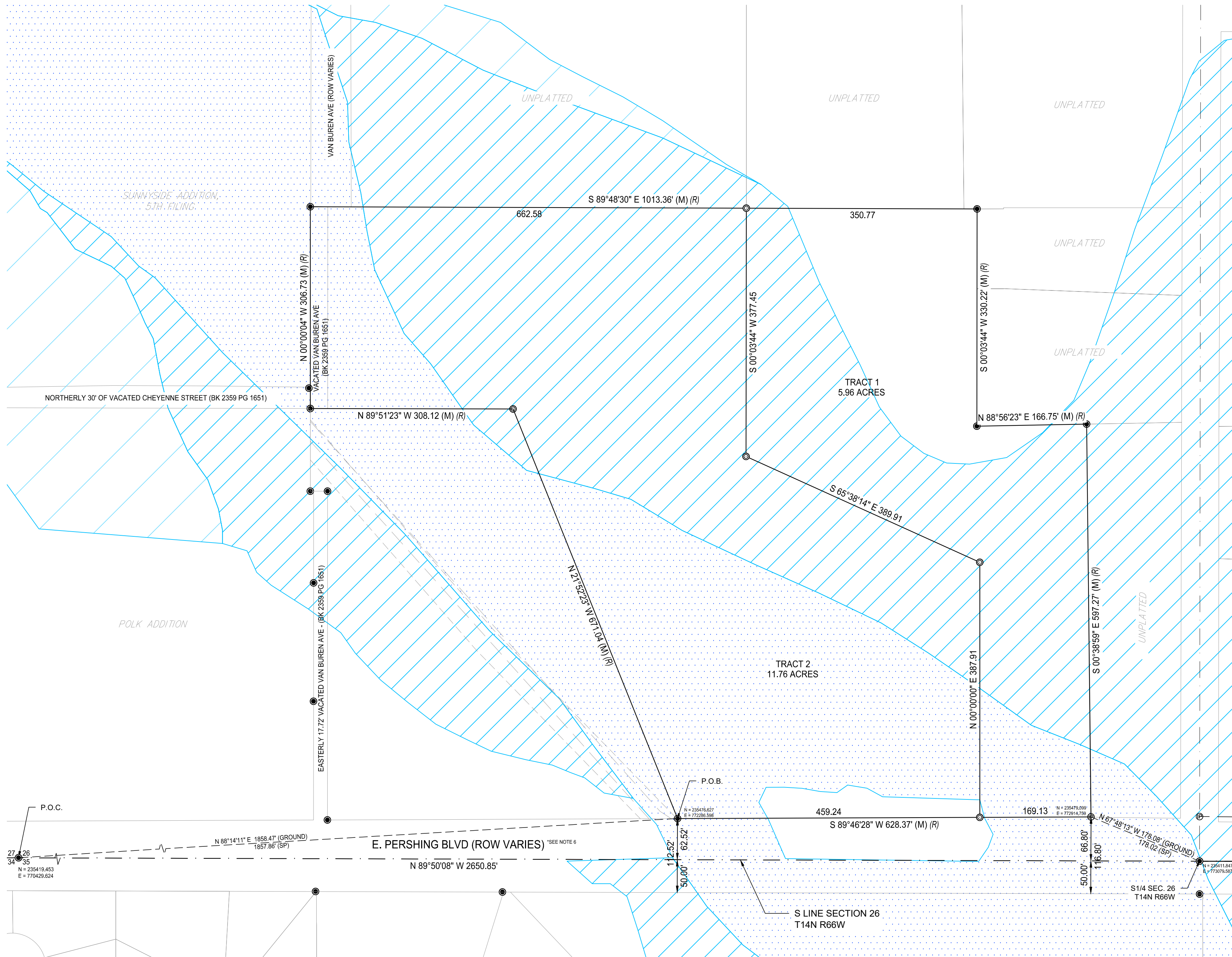
Gunnar Malm, Chairman

ATTEST:

Debra K. Lee, Laramie County Clerk

Reviewed and approved as to form:

Laramie County Attorney’s Office



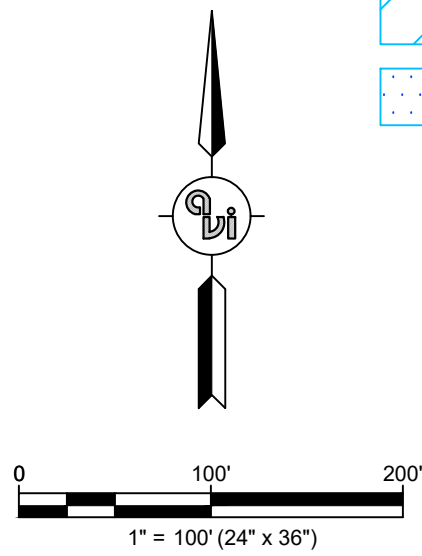
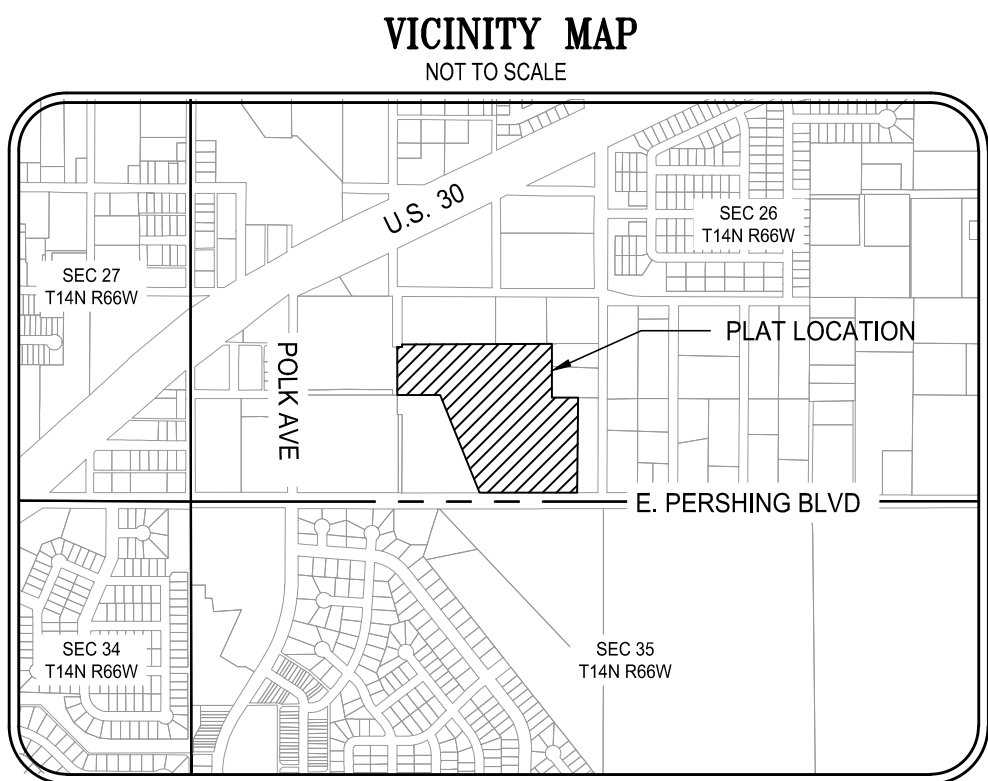
LEGEND

- FOUND ALUMINUM CAP
- ⊙ SET ALUMINUM CAP
- (M) MEASURED DATA THIS SURVEY
- (R) RECORD DATA FROM PLAT OF POLK ADDITION 2ND FILING
- PROPERTY BOUNDARY
- - - SECTION LINE

- FEMA 500 YR FLOODPLAIN (LOCATION FROM SCALED LARAMIE COUNTY GIS FILE)
- FEMA 100 YR FLOODPLAIN (LOCATION FROM SCALED LARAMIE COUNTY GIS FILE)
- FEMA FLOODWAY (LOCATION FROM SCALED LARAMIE COUNTY GIS FILE)

NOTES:

- A 5/8" REBAR 24" LONG WITH A 2" ALUMINUM CAP STAMPED AVI PC PLS 12045 WILL BE PLACED AT ALL PROPERTY BOUNDARY CORNERS, INCLUDING BUT NOT LIMITED TO, POINTS OF CURVATURE, POINTS OF TANGENCY AND ANGLE POINTS.
- A PORTION OF THE SUBJECT PROPERTY FALLS WITHIN A FEMA SPECIAL FLOOD HAZARD AREA AS SHOW ON FIRM PANEL 56021C1113F DATED 01/17/2007.
- FIRE PROTECTION WILL BE PROVIDED BY LARAMIE COUNTY FIRE AUTHORITY.
- NO PUBLIC WATER OR SEWER WILL BE PROVIDED.
- THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE.
- SUNNYSIDE ADDITION FOURTH FILING AND WENANDY ACRES SHOW THE RIGHT OF WAY ON THE NORTH SIDE OF THE SECTION LINE VARYING.



FILING RECORD

BASIS OF BEARING

COORDINATES ARE GROUND COORDINATES BASED ON WYOMING STATE PLANE NAD 1983, EAST FIP ZONE 4901. TO CONVERT TO STATE PLANE COORDINATES ADD 100,000 FT TO THE NORTHING AND 200,000 FEET TO THE EASTING AND MULTIPLY BY A PROJECT SCALE FACTOR OF 0.999669200

EXAMPLE POINT POC
GROUND NORTHING = 135554.548
GROUND EASTING = 572542.155
N = (135554.548 + 100000)*SF = 235476.627
E = (572542.155 + 200000)*SF = 772286.598
STATE PLANE NORTHING = 235476.627
STATE PLANE EASTING = 772286.598

LEGAL DESCRIPTION

A REPLAT OF TRACT 1, POLK ADDITION 2ND FILING BEING SITUATED IN A PORTION OF THE S1/2 SW1/4 OF SECTION 26, TOWNSHIP 14 NORTH, RANGE 66 WEST, LARAMIE COUNTY, WYOMING, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 26 BEING MONUMENTED BY A FOUND ALUMINUM CAP; THENCE N88°14'11"E A DISTANCE OF 1858.47 FEET TO A POINT ON THE NORTH RIGHT OF WAY OF EAST PERSHING BOULEVARD, SAID POINT BEING THE TRUE POINT OF BEGINNING; THENCE N21°52'23"W A DISTANCE OF 671.04 FEET TO A POINT; THENCE N89°51'23"W A DISTANCE OF 308.12 FEET; THENCE N00°00'04"W A DISTANCE OF 306.73 FEET; THENCE S89°48'30"E A DISTANCE OF 1013.36 FEET TO A POINT; THENCE S00°03'44"W A DISTANCE OF 330.22 FEET TO A POINT; THENCE N88°56'23"E A DISTANCE OF 166.75 FEET TO A POINT; THENCE S00°38'59"E A DISTANCE OF 597.27 FEET TO A POINT ON THE NORTHERN-RIGHT-OF-WAY OF EAST PERSHING BOULEVARD; THENCE ALONG SAID NORTHERN RIGHT-OF-WAY S89°46'28"W A DISTANCE OF 628.37 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 17.72 ACRES MORE OR LESS.

DEDICATION

KNOW ALL MEN BY THESE PRESENTS: THAT HIGH WEST LLC, OWNER IN FEE SIMPLE OF THE LAND EMBRACED IN THIS PLAT OF POLK ADDITION, 3RD FILING, DO HEREBY DECLARE THAT THE SUBDIVISION OF SAID LAND IS WITH THEIR FREE ACT AND DEED AND IN ACCORDANCE WITH THEIR DESIRES, AND GRANTS THE RIGHT OF WAY AND EASEMENTS SHOWN HEREON FOR THE PURPOSES INDICATED ON THIS PLAT.

DOUG WALKER, MANAGING MEMBER
HIGH WEST LLC

ACKNOWLEDGEMENTS

STATE OF WYOMING)
COUNTY OF LARAMIE)

THE FOREGOING DEDICATION WAS EXECUTED BEFORE ME ON THIS ____ DAY OF ____, 2025, BY DOUG WALKER, MANAGING MEMBER OF HIGH WEST LLC. OWNER IN FEE SIMPLE OF THE LAND EMBRACED IN THIS PLAT, AND THAT THE EXECUTION OF SAID INSTRUMENT WAS THEIR OWN FREE ACT AND DEED.

NOTARY PUBLIC, LARAMIE COUNTY, WYOMING

MY COMMISSION EXPIRES: ____

COUNTY APPROVALS

APPROVED BY THE LARAMIE COUNTY PLANNING DIRECTOR THIS ____ DAY OF ____, 2025.

PLANNING DIRECTOR, LARAMIE COUNTY, WYOMING

APPROVED BY THE DIRECTOR OF LARAMIE COUNTY PUBLIC WORKS THIS ____ DAY OF ____, 2025.

DIRECTOR OF PUBLIC WORKS, LARAMIE COUNTY, WYOMING

ACKNOWLEDGEMENTS

STATE OF WYOMING)
COUNTY OF LARAMIE)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS ____ DAY OF ____, 2025, BY ____ AND ____ ON BEHALF OF LARAMIE COUNTY, WYOMING.

NOTARY PUBLIC, LARAMIE COUNTY, WYOMING

MY COMMISSION EXPIRES ____

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
POLK ADDITION, 3RD FILING
BEING A REPLAT OF A TRACT 1 POLK ADDITION, 2ND FILING
LOCATED IN A PORTION OF SECTION 26 TOWNSHIP 14 NORTH,
RANGE 66 WEST OF THE 6TH PRINCIPAL MERIDIAN
COUNTY OF LARAMIE, STATE OF WYOMING
PREPARED SEPTEMBER 2025

NO.	REVISION	DATE

PREPARED FOR: HIGH WEST LLC 3325 POLK AVE CHEYENNE, WY 82001

PROJECT: POLK ADDITION, 3RD FILING	DRAWING TITLE: ADMINISTRATIVE PLAT
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AVI ENGINEERING PLANNING SURVEYING INC.
307.637.6017 1103 OLD TOWN LANE, SUITE 101 CHEYENNE, WY 82009 AVI@AVIPC.COM

DATE PLOTTED: Sep 18, 2025
DRAWN BY: CRJ
DESIGNED BY:
CHECKED BY: AED

JOB NO.: 4776

DWG NO. 1 OF 1
