



## **LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT**

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**Planning • Building**

### **MEMORANDUM**

**TO:** Laramie County Board of Commissioners

**FROM:** Michael Surface, Senior Planner

**DATE:** September 20 2022

**TITLE:** PUBLIC HEARING regarding a Board Approval for a RV campground expansion located at Capitol Tracts, Tract 4, less .218 acres, as shown in Book 1328 Page 117, Laramie County, WY.

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### **EXECUTIVE SUMMARY**

Marc and Jane Harrington have submitted a Board Approval application seeking approval for a RV campground expansion of eight (8) spaces. The proposed RV campground is addressed as 1529 West College Drive, though the site is located on the southern part of the property along Hellwig Road. Should the Board Approval be granted, a site plan for records is required to be approved.

### **BACKGROUND**

The site on the property is within a MR- Medium Density Residential zoning district, which requires Board Approval for a RV campground. There is a part of the parcel zoned CB – Community Business to the north, where rental units for storage are located. An adjacent parcel to the east, zoned MU – Mixed Use contains the existing campground. This project is an expansion of that campground.

Pertinent regulations of the Laramie County Land Use regulations which apply are:

Section 1-2-100 governing the Board Approval process.  
Section 4-2-147 governing the MR – Medium Density Residential Zoning District.  
Section 1-2-104 governing Public Notice requirements.

## **DISCUSSION**

The Laramie County Comprehensive Plan designates the property as URI – Urban Rural Interface, with areas in the designation allowing for more intensive land uses and possible service-oriented development.

The PlanCheyenne category for the property is Urban Residential and is to accommodate a broad variety of residential types as well as complementary uses.

The site is within the MR, Medium Density Residential Zoning District. Surrounding uses included rental storage, the existing campground, and residential uses to the south. Per Section 2-2-123, a RV campground is permitted with Board approval. The request is an expansion of the existing campground.

A plot plan provided by the applicant is attached for reference.

The applicant will need an approved site plan for records, per 2-2-133 of the Laramie County Land Use Regulations to develop the RV campground. The applicant must obtain a building permit from the Laramie County Building Department and must also meet the required development regulations within the MR Zone District.

The Notice of Development Action sign was posted on August 12, 2022. A public notice reappeared in the local daily newspaper on August 18, 2022. Adjacent property owners were notified via certified mail on August 13, 2022. One public comment supporting the project was received. It is attached as an email.

The public agency comments are attached. Comments addressed items necessary to develop the site including utility extensions for water and sewer, fire protection , access and addressing.

Section 1-2-100 (a) of the Laramie County Land Use Regulations requires that the Laramie County Board of Commissioners shall find the following before granting Board Approval:

- i. The proposed use is permitted by Board Approval in the proposed location and is in conformance with all applicable development standards.
- ii. The proposed use is in general conformance with all other applicable policies adopted by Laramie County.
- iii. There is no defined negative impact to the community.

Staff finds this application is in conformance with the plans and policies of Laramie County.

## **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 1-2-100(a) of the Laramie County Land Use Regulations.
- b.** This application is in conformance with Section 4-2-104 of the Laramie County Land Use Regulations governing the MR – Medium Density Residential Zoning District.

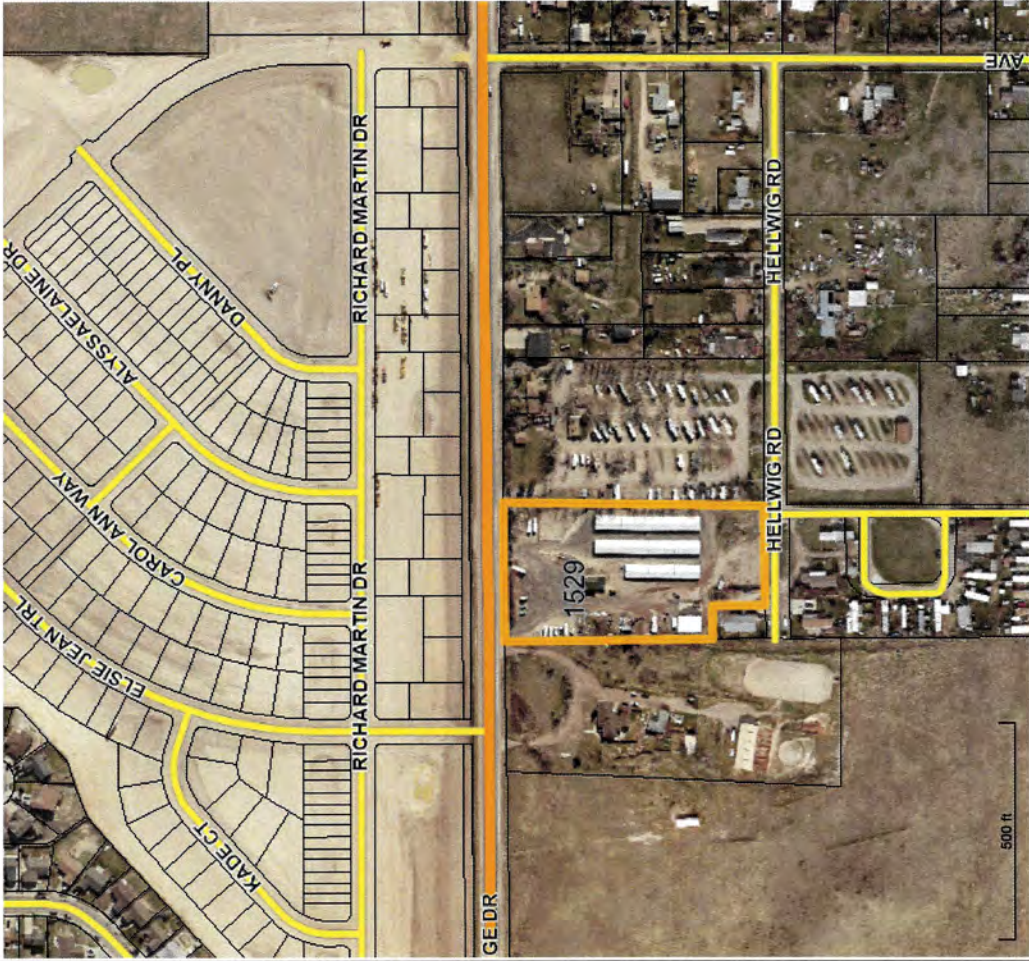
**Planning Staff recommends that the Board approve the RV campground as a use, at Capitol Tracts, Tract 4, less .218 acres, as shown in Book 1328 Page 117, Laramie County, WY.**

## **PROPOSED MOTION**

**I move to grant Board Approval for the RV campground located on Capitol Tracts, Tract 4, less .218 acres, as shown in Book 1328 Page 117, Laramie County, WY. and adopt the findings of facts a and b of the staff report, along with the attached “Exhibit A”.**

## **ATTACHMENTS**

- Attachment 1: Project Master Map  
Location and Aerial  
Zoning  
Fire District 1  
South Cheyenne Water & Sewer District**
- Attachment 2: Public Comment**
- Attachment 3: Agency Review Comments**
- Attachment 4: Plot Map**
- Attachment 5: Resolution**
- Attachment 6: Exhibit “A”**



MASTER PROJECT MAP  
PZ-22-00259  
Board Approval  
Addition to Campground

South end of property zoned MR  
Location of campground expansion  
fronting Hellwig Road

North end of property is zoned CB

Location Mao

Zoning - MR - Medium Density Residential

South Cheyenne Water and Sewer District

Fire District 1



PZ-22-00259

**Michael Surface**

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Public comment

**From:** Planning  
**Sent:** Tuesday, August 23, 2022 3:01 PM  
**To:** Michael Surface  
**Subject:** FW: 1529 W College Dr

FYI for the Campground Site Plan for Records

**From:** Bryce Simon <brycestrash@gmail.com>  
**Sent:** Wednesday, August 17, 2022 10:03 PM  
**To:** Planning <planning@laramiecountyny.gov>  
**Subject:** 1529 W College Dr

**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.

To whom it may concern:

Marc and Jane Harrington are accomplished and phenomenal business owners that are growing and improving the south side of Cheyenne. Above and beyond being great owners of multiple local businesses, including the best barbecue joint in all of Laramie county, they are amazing neighbors. They are looking to expand their campground, and my wife and I fully support any and all improvements they wish to add to their property and look forward to this project moving forward.

Sincerely,

Bryce Simon  
1611 W. College Dr.  
82007

PZ-22-00259

**Michael Surface**

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**From:** Michael Surface  
**Sent:** Thursday, September 1, 2022 10:40 AM  
**To:** 'brycestrash@gmail.com'  
**Subject:** Your note of Support - Harrington Campground Expansion

Staff Response  
To Public Comment

Hello Mr. Simon,

Thank you for your note about the Harrington Campground Expansion.  
It will be included in material that is given to the Board of Commissioners.

Michael Surface  
Senior Planner  
*Michael Surface*  
Laramie County Planning and Development  
3966 Archer Parkway  
Cheyenne, WY 82009  
Direct Line: 307-775-7451

**PZ-22-00259 – Public Agency Review**  
**Board Approval**

**Cheyenne Development Services:** Cheyenne Development Services, Seth Lloyd  
FYI: This should be considered a 'stand-alone' campground for the purposes of development and re-sale.

Unless a formal plat occurs to combine it with the adjacent parcel, due to Assessor and Clerk policy, the parcel could be sold off separately at a later date. The project appears to be able to stand alone, so I do not believe that is an issue in this case.

**Cheyenne MPO:** Cheyenne MPO, Christopher Yaney No Comments

**County Assessor:** County Assessor, Kaycee Eisele No Comments

**County Engineer:** County Engineer, Scott Larson

1. There will need to be a site plan submitted for review and approval from the County showing more detail and information than the plot plan that was submitted with this Board Approval Application.
2. The utility extensions (i.e., water and sewer) will need to be designed by a licensed engineer.
3. Access off of Helwig Road will require an access permit application.

**County Public Works Department:** County Public Works Department, Molly Bennett  
No Response

**County Real Estate Office:** County Real Estate Office, Laura Pate No Comments

**Fire District No 1:** Fire District No. 1, Darrick Mittlestadt Comments

Please consider fire protection water supplies during your project planning. For your consideration; please

IFC 2021 Chapter 5, Fire Department Features

Section 503, Fire Apparatus Access Roads, all pages 5-1, 5-2

Section 505, Premises Identification, all, page 5-3

Section 507, Fire department Water Supplies, all, page 5-3, 5-4

**Intraoffice:** Planners, Cambia McCollom

A separate address may be assigned to the proposed campground portion of this project. This is due to a significant difference in use from the rest of the property, as well as to facilitate emergency services to the site, if needed.

**Planners:** Planners, Michael Surface

A expansion of the existing campground located on the adjacent lot. Required to obtain Board Approval. If approved a site plan for records needs to have approval. Is to have central water and sewer.

**Sheriff's Office:** Sheriff's Office, Amber Shroyer No Response

**South Chey Community Dev Assoc:** South Chey Community Development, South Chey Community Dev Assoc No Response

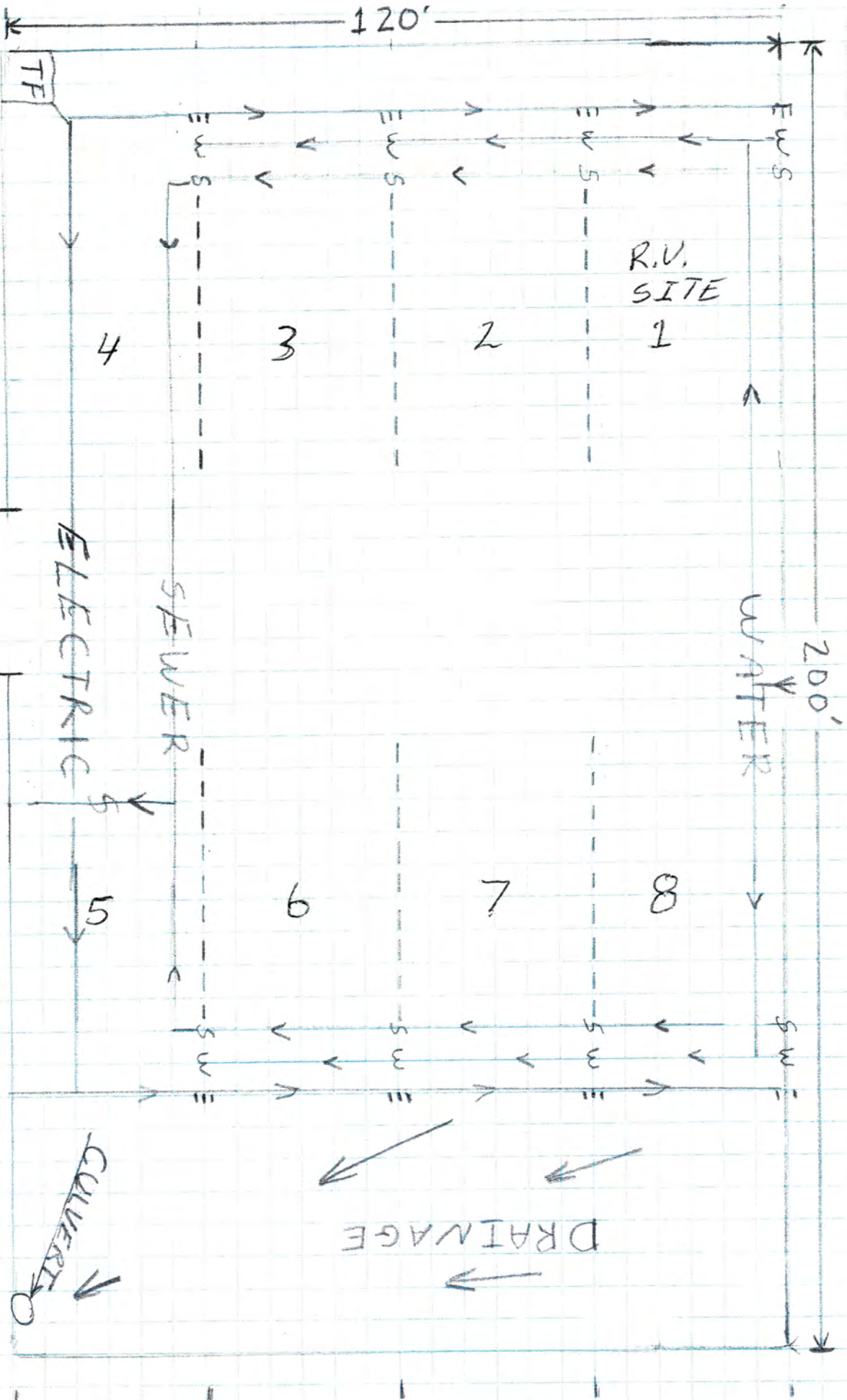
**South Cheyenne Water & Sewer:** South Cheyenne Water & Sewer, Scott Sprakties  
Need further discussions on water and sewer connections to park expansion to determine tap and development fees.  
please contact office 307-635-5608.

**WYDOT:** WYDOT, Taylor McCort No Comments

N  
W  
E  
S  
R.V. SITES  
30' x 60'  
1

LIBERTY STORAGE

E - ELECTRIC  
W - WATER  
S - SEWER



**RESOLUTION**

**A RESOLUTION FOR BOARD APPROVAL OF A RV CAMPGROUND LOCATED  
AT CAPITOL TRACTS, TRACT 4, LESS .218 ACRES, AS SHOWN IN BOOK 1328,  
PAGE 117, LARAMIE COUNTY WY.**

**WHEREAS**, Wyoming State Statutes §18-5-101 to 18-5-107; §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 Laramie County Land Use Regulations; and

**WHEREAS**, this application meets the criteria for a Board Approval pursuant to Section 1-2-100 of the Laramie County Land Use Regulations; and

**WHEREAS**, this application is in conformance with Section 4-2-104 governing the MR – Medium Density Residential Zone District.

**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 meets the criteria for Board Approval pursuant to Section 1-2-100(a) of the Laramie County Land Use Regulations; and,
- b. This application is in conformance with Section 4-2-104 of the Laramie County Land Use Regulations governing the MR – Medium Density Residential Zone District.

**Moreover, the Board approves the RV Campground as an expansion located at Capitol Tracts, Tract 4, less .218 acres, as shown in Book 1328, Page 117, Laramie County, WY, as shown on attached Exhibit "A".**

**PRESENTED, READ, AND PASSED**, this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

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

# EXHIBIT A

