



LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

Planning • Building

MEMORANDUM

TO: Laramie County Board of Commissioners

FROM: Cate Cundall, Associate Planner

DATE: November 19, 2024

TITLE: PUBLIC HEARING regarding a Subdivision Permit and Plat for Prairie Sage Acres, located at the SW1/4 NW1/4 of Section 14, Township 14 North, Range 63 West, 6th P.M., Laramie County, WY.

EXECUTIVE SUMMARY

Steil Surveying Services, LLC, on behalf of Dustin and Sara Smith, has submitted a Subdivision Permit and Plat application for Prairie Sage Acres, located at 1253 Road 146, Burns, WY. The purpose of the application is to divide this 40.00 acre parcel into four (4) residential tracts.

BACKGROUND

The subject property currently has one residence and various outbuildings with the remaining as pasture. It is located in the LU-Land Use zone district.

Pertinent Statutes and Laramie County Land Use Regulations Include:

Wyoming State Statutes §18-5-201 to 18-5-306; §34-12-101 to 34-12-115.

Section 1-2-104 governing Public Notice.

Section 2-1-101 (a-e) governing the criteria for a Subdivision Permit and Plat.

Section 4-2-114 governing the LU-Land Use zone district.

DISCUSSION

The Laramie County Comprehensive Plan identifies the area as Rural Ag Interface (RAI). Rural residential uses are primarily anticipated in these areas. The subject property is located within AMEC Zone 2 and meets the minimum acreage requirement.

Water and sanitary sewer will be provided by individual wells and septic systems.

The subdivision will be primarily accessed off Road 146, with Tract 3 being accessed via a 60 foot utility and access easement. Traffic and drainage study waivers were approved by the engineer since impacts will be minimal.

No portion of this parcel lies within the FEMA 100 year floodplain.

Agency review comments have been addressed with the plat updated to reflect the changes. Public notice was completed per section 1-2-104 and one comment was received and is attached. Also attached is SEO Monitoring Well Data for the well located in the area of the proposed subdivision.

On October 10, 2024, the Laramie County Planning Commission held a public hearing on this application. The Planning Commission vote (4-0) to recommend approval.

RECOMMENDATION and FINDINGS

Based on evidence provided, staff finds that:

- a. This application meets the criteria of section 2-1-101 (a-e) of the Laramie County Land Use Regulations governing Subdivision Permits.
- b. This application is in conformance with section 4-2-114 governing the LU – Land Use zone district.

PROPOSED MOTION

I move to approve the Subdivision Permit and Plat for Prairie Sage Acres, located in the SW1/4 NW1/4 of Section 14, Township 14 North, Range 63 West, of the 6th P.M., Laramie County, WY with no conditions, and adopt the findings of fact a and b of the staff report.

ATTACHMENTS

- Attachment 1: Location Map**
- Attachment 2: Project Narrative**
- Attachment 3: CFF and PSF Acknowledgement**
- Attachment 4: Drainage and Traffic Study Waiver Request**
- Attachment 5: Pre-Application Notes**
- Attachment 6: Agency Comments Reports and Applicant Responses**
- Attachment 7: Public Comment**
- Attachment 8: SEO Monitor Well Data**
- Attachment 9: Resolution**
- Attachment 10: Plat Revised 9.4.24**



**PRAIRIE SAGE ACRES
Laramie County,
Wyoming**

**1253 Road 146
Burns, Wyoming**

PZ-24-00077

Land Use Zone District

Fire District #6

**Future Land Use
Rural Ag Interface (RAI)**

School District #2

AMEC Zone 2





**Steil
Surveying
Services**

Professional Land Surveyors & Development Specialists

July 17, 2024

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

**InRe: Plat, to be known as THUNDER BASIN 7TH FILING, situate in a portion of Section 27,
T14N, R63W, of the 6th P.M., Laramie County, WY (±19 acres)**

To whom it may concern:

Steil Surveying Services, agent for the owner(s), provides this letter on their behalf, confirming that the owner intends to pay the appropriate Community Facility Fee(s) (CFFs) and to pay the Public Safety Fee(s) (PSFs) at the appropriate time to the proper authority, pursuant to §§1-1-106 of the Laramie County Land Use Regulations.

Sincerely,

Shane Hansen

Director Planning and Development
Steil Surveying Services, LLC
shansen@steilsurvey.com



August 15, 2024

Laramie County Planning & Development Office
3966 Archer Parkway
Cheyenne, WY 82007
(307) 633-4303

InRe: Request for waiver of the Traffic Study and Drainage Study requirements for a Subdivision, to be known as PRAIRIE SAGE ACRES, situate in the SW¹/₄NW¹/₄ of Section 14, T14N, R63W, of the 6th P.M., Laramie County, WY (±40 acres)

Steil Surveying Services, agent for the owner, intends to subdivide the above-noted property/tract of land; a Zone Change is not required.

Following the pre-application meeting, this letter is submitted, on behalf of the owner, requesting a waiver from the requirements for a Traffic Study and Drainage Study pursuant to Sections 2-1-100.b, 3-1-105, 3-5-105 of the Laramie County Land Use Regulations.

The overall density of the subdivision is 40 acres. The Proposed subdivision will consist of FOUR (4) tracts of 5.25 acres or greater.

Given limited surface runoff increases, and/or potential of significant traffic generation or alternative transportation network connections, we respectfully submit this waiver request on behalf of the owner.

Please contact me with any questions or concerns.

Sincerely,

Shane Hansen

Director Planning and Development
Steil Surveying Services, LLC
shansen@steilsurvey.com



LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

3966 Archer Pkwy
 Cheyenne, WY 82009 planning@laramiecounty.com
 Phone (307) 633-4303 Fax (307) 633-4616



Pre-Application Meeting Notes

Disclaimer: These notes 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 the 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. § 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.

Date: <u>8.8.24</u> Staff: <u>JT SK DP CC CL TG</u> Property Owner: <u>GILLIGAN</u>	
Project Description: <u>BREAK INTO 3 PARCELS</u>	
Project Location/Address: <u>1253 RD 146</u>	R #: <u>0009303</u>
ATTENDEES/AGENTS/PARTIES	
Applicant <u>SHADE HANSON</u>	Phone <u>307-634-7273</u> Email
Other	Phone Email
Other	Phone Email
APPLICATION TYPE(S)	
<input type="checkbox"/> Administrative Plat (Vacation? Y/N) <input type="checkbox"/> Appeal <input type="checkbox"/> Board Approval <input type="checkbox"/> Home Occupation <input type="checkbox"/> Family Exemption <input type="checkbox"/> Preliminary Development Plan <input type="checkbox"/> Public Hearing – No Approval Required (Xmission lines, O&G)	<input type="checkbox"/> Site Plan <input type="checkbox"/> Site Plan – Amendment <input type="checkbox"/> Site Plan – For Records <input type="checkbox"/> Subdivision Exemption – Other <input checked="" type="checkbox"/> Subdivision Permit & Plat <input type="checkbox"/> Variance <input type="checkbox"/> Zone Change
APPLICATION GUIDANCE	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Application Fees: <u>\$1200.00</u>
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Copy of Pre-Application Meeting Notes:
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Project Narrative Letter/Justification Letter:
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Warranty Deed/Lease Agreement:
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<u>Plat</u> / Site Plan / Plot Plan / Record of Survey / Preliminary Dev. Plan / Route Map / Zone Change Map:
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD	Drainage Plans:
<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Letter of Waiver	Drainage Study:
<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Letter of Waiver	Traffic Study:



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Pre-Application Meeting Notes

<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Community Facility Fees Acknowledgement Letter:
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Public Safety Fees Acknowledgement Letter:
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD	WY DEQ Chapter 23 Study/Submittal Letter:
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD	Development Agreement:
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD	Roadway Maintenance Plan:
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD	Road/Easement Use Agreement:
<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> TBD	ROW Construction Permit:
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Engineer Review – Paid by Applicant:
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD	Environmental Health Review / Approval:
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD	Environmental and Services Impact Report:
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD	GESC/Grading, Erosion & Sediment Control Permit: <i>CONSTRUCTION</i>
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD	Floodplain Development Permit:
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Letter of Consent	Perimeter Fence Construction per W.S § 18-5-319: <i>FULLY FENCED NOW</i>

Public Notice Requirements	General Notes:
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Public Notice Sign(s) Required – Posted/Paid by Applicant: <i>\$26.00 EACH</i>
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Newspaper Legal Notice Required – Paid by Applicant:
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Property Owner Notification Letter Required – Paid by Applicant:



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3966 Archer Pkwy
Cheyenne, WY 82009 planning@laramiecounty.com
Phone (307) 633-4303 Fax (307) 633-4616



Pre-Application Meeting Notes

Miscellaneous Notes:

INTERNAL ROAD TO 3 PARCELS.

AGENCY REVIEW #1 AGENCY REVIEW #2

APPLICANT RESPONSE

Permit Number: PZ-24-00077

Applicant: HANSEN, MICHEAL SHANE
Owner: GILLILAND, DONNIE SCOTT ET UX
Project Description: RESIDENTIAL SUBDIVISION

Permit Notes

Parcel Number: 14631420000600

Site Address: 1253 ROAD 146

Burns, WY 82053

Submitted: 08/15/2024

Technically Complete: 08/15/2024

Approved: 09/04/2024

Issued:

Begin Date	End Date	Permit Area	Subject	Note Type	Note Text	Created By
08/16/2024		Workflow	COUNTY ASSESSOR REVIEW	GENERAL	Owner of record and parcel boundary data appear to be in order. No further comments.	CINDY.KEMIVES@LARAMIECOUNTY.WY.GOV
08/20/2024		Application	PZ-24-00077	GENERAL	2023 taxes paid in full - 2024 tax bill may not split	TAMMY.DEISCH@LARAMIECOUNTY.WY.GOV
08/21/2024		Application	PZ-24-00077	GENERAL	no comment	CONSERVATIONDISTRICT@LARAMIECOUNTY.WY.GOV
08/21/2024		Application	PZ-24-00077	GENERAL	WAPA has no conflict with this project.	ROGERS@LARAMIECOUNTY.WY.GOV
08/27/2024		Application	PZ-24-00077	GENERAL	No Comments	MATTHEW.BUTLER@LARAMIECOUNTY.WY.GOV
08/27/2024		Workflow	COUNTY REAL ESTATE OFFICE REVIEW	GENERAL	No comments	LAURA.PATE@LARAMIECOUNTY.WY.GOV
08/27/2024		Workflow	PUBLIC WORKS REVIEW	GENERAL	<ol style="list-style-type: none"> 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. 2. All comments from the review engineer and/or surveyor shall be addressed. 3. Any internal roadways and/or easements on the site shall comply with the needs of emergency services. 4. Due to Road 146 being dedicated to the public, access permit applications through Public Works will be required for each tract. Call (307-633-4302) or email (permits@laramiecountywy.gov) Public Works for more information. 5. A note shall be added to the plat indicating "there will be no public maintenance of internal roadways/access easements." 	MOLLY.BENNETT@LARAMIECOUNTY.WY.GOV

1. ack
2. ack
3. ack
4. 146 is dedicated - Access to the lots will be from the access road that is an easement - not dedicated.
5. ack

Permit Notes

08/28/2024	Application	PZ-24-00077	GENERAL	<p>Engineer Review 1.I concur a Drainage Study and Traffic Study is not warranted for this development.</p> <p>Surveyor Review 1.Along the east boundary of TRACT 4, a portion of the east half of the 80 Right-of-Way dimension arrow is missing and overwritten by the TRACT 4 east boundary dimension label.</p>	SCOTT.LARSON@LARAMIECOUNTY.WY.GOV
1. ack 2. corrected					
08/29/2024	Application	PZ-24-00077	GENERAL	Please make the requested corrections to the plat.	CATHERINE.CUNDALL@LARAMIECOUNTY.WY.GOV
08/29/2024	Application	PZ-24-00077	GENERAL	<p>2nd Review - Previous comments have been addressed. No further comments at this time.</p>	SCOTT.LARSON@LARAMIECOUNTY.WY.GOV
08/29/2024	Application	PZ-24-00077	GENERAL	Wastewater permits are required for each lot. All small wastewater systems must have a 50 setback from all property lines. Signed final plat must be submitted to Environmental Health Office prior to application for permits.	TIFFANY.GAERTNER@LARAMIECOUNTY.WY.GOV
acknowledged					
09/04/2024	Workflow	PUBLIC WORKS REVIEW	GENERAL	1. Based on the emailed responses on 09.4.24 by the applicant, all previous comments have been acknowledged and/or addressed.	MOLLY.BENNETT@LARAMIECOUNTY.WY.GOV

Catherine Cundall

From: Justin Derner <justinderner@gmail.com>
Sent: Monday, September 30, 2024 9:36 PM
To: Planning
Subject: PZ-24-00077 comments

Categories: CATE

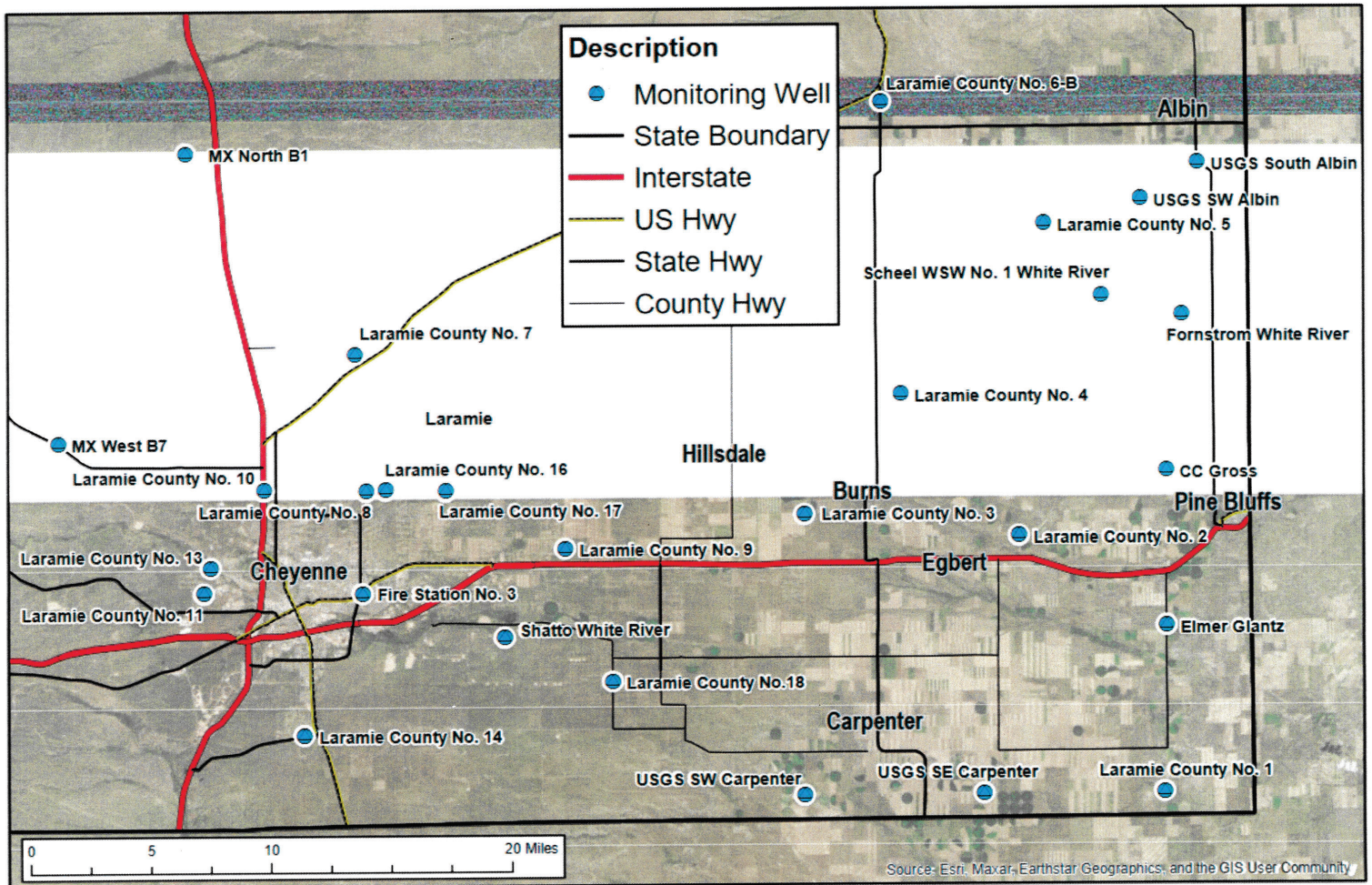
Attention: This email message is from an **external(non-County)** email address. Please exercise caution and/or verify authenticity before opening the email/attachments/links from an email you aren't expecting.

This area was originally approved for 40 acre lots. This proposed action markedly alters that original approval by the county commissioners long after the area has been developed. This significantly alters the character of the landscape and presents cumbersome challenges to locals who bought the surrounding properties because they were 40 acre lots.

Second, the commissioners always give us voters the big LIP SERVICE about groundwater and their big concerns to conserve it, yet they consistently approve developments. Here is a great test of the values of our elected commissioners. There is a long-term monitoring well of groundwater from the State Engineers office in the NW corner of this section (at the intersection of CR146 and 213). Let's have this be a data-informed decision rather than a political one. The County Commissioners need to show the voters that they are actually going to make a decision based on science and data, rather than rubber stamp a subdivision of an already existing lot.

Justin Derner

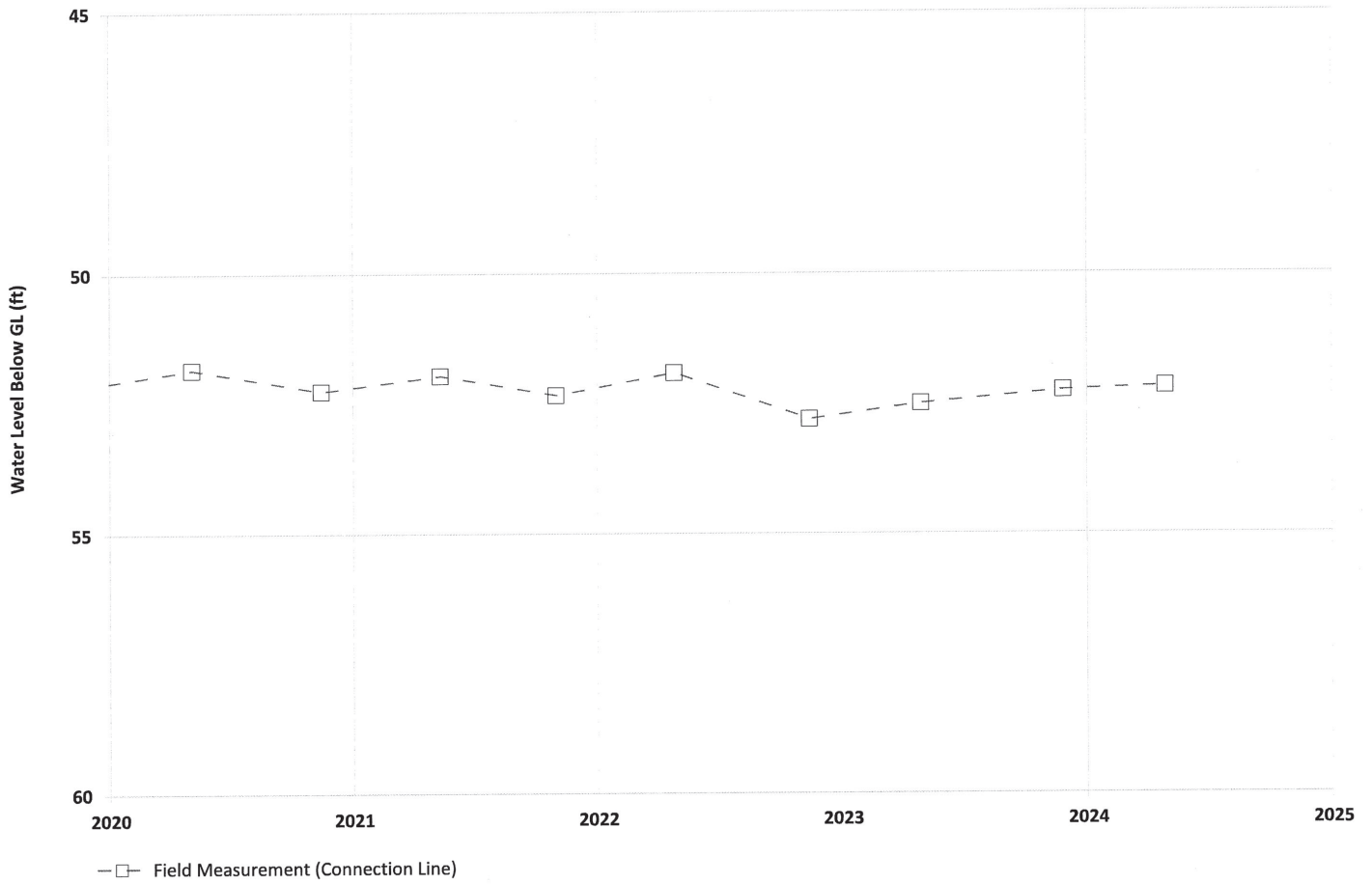
Wyoming State Engineer's Office Laramie County Monitoring Wells



Five-Year Trend

Laramie County No. 3

Location: 14-63-15aaa Latitude: 41.186835 Longitude: -104.407436
Period of Record: 05/07/2020 - 04/29/2024



Report Prepared: July 24, 2024



RESOLUTION NO. _____

**A RESOLUTION TO APPROVE A SUBDIVISION PERMIT AND PLAT FOR THE
SW1/4 NW ¼ OF SECTION 14, TOWNSHIP 14 NORTH, RANGE 63 WEST, 6th P.M.,
LARAMIE COUNTY, WYOMING,
TO BE PLATTED AND KNOWN AS
“PRAIRIE SAGE ACRES”**

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 LU – Land Use zone district; and

WHEREAS, this resolution is the subdivision permit for Prairie Sage Acres.

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 governing Subdivision.
- b. This application is in conformance with section 4-2-114 governing the LU – Land Use zone district.

And the Board approves the Subdivision Permit and Plat for Prairie Sage Acres located in the SW1/4 NW ¼ of Section 14, Township 14 North, Range 63 West, 6th P.M. , Laramie County, WY.

PRESENTED, READ, AND ADOPTED THIS _____ DAY OF _____, 2024.

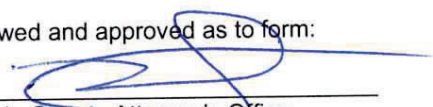
LARAMIE COUNTY BOARD OF COMMISSIONERS

Brian Lovett, Chairman

ATTEST:

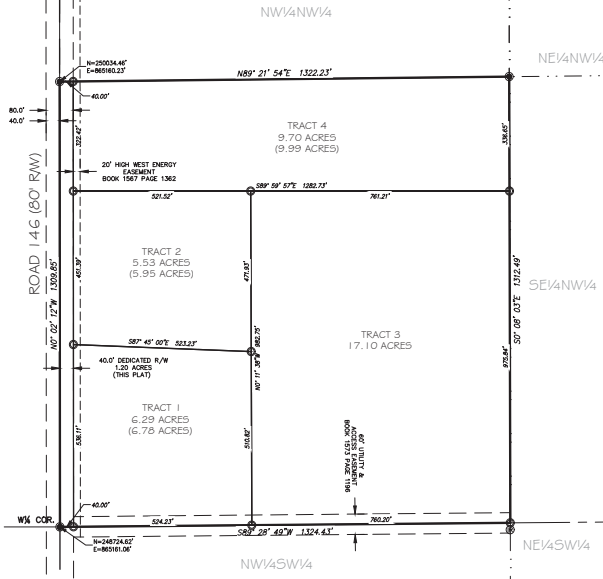
Debra K. Lee, Laramie County Clerk

Reviewed and approved as to form:



Laramie County Attorney's Office

NO PROPOSED CENTRAL WATER SUPPLY SYSTEM - NO PROPOSED CENTRALIZED SEWAGE SYSTEM - FIRE PROTECTION TO BE PROVIDED BY FIRE DISTRICT #6 - THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE



DEDICATION

KNOW ALL PERSONS BY THESE PRESENTS THAT: Dustin Smith and Sara Smith, husband and wife, owners in fee simple of: The SW¹/₄NW¹/₄ of Section 14, Township 14 North, Range 63 West, of the 6th P.M., Laramie County, Wyoming.

Has caused the same to be surveyed, platted and known as PRAIRIE SAGE ACRES, and does hereby declare the subdivision of said land as it appears on this plat, to be their free and clear and in accordance with their desires and do furthermore dedicate the easements as shown hereon for the purposes indicated.

Dustin Smith Sara Smith

OWNER ACKNOWLEDGEMENT

STATE OF WYOMING)
COUNTY OF LARAMIE) SS

The foregoing Instrument was acknowledged before me this ___ day of ___, 2024 Dustin Smith and Sara Smith, husband and wife.

Notary Public, Laramie County, Wyoming

My Commission Expires: _____

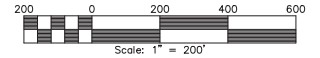
APPROVALS

Approved by the Laramie County Planning Commission this ___ day of ___, 2024.

Chairman _____

Approved by the Board of Commissioners of Laramie County, Wyoming this ___ day of ___, 2024.

Chairman _____ ATTEST: _____
County Clerk



NOTES

- BASIS OF BEARINGS: WYOMING STATE PLANE COORDINATES, EAST ZONE, NAD83-2011, US SURVEY FEET. GRID DISTANCES, COMBINATION FACTOR = 0.9997257962.
- ALL UNMONUMENTED TRACT CORNERS, ANGLE POINTS AND CURVE POINTS TO BE MONUMENTED WITH A 1/2" ALUMINUM CAP STAMPED "SS PLS 5910" SET 3/8" x 24" REBAR.
- NO PORTION OF THIS PLAT FALLS WITHIN A FEMA 100-YEAR SFHA PER F.I.R.M. PANEL #5602(C)170F, DATED JANUARY 17, 2007.
- ALL WELLS AND SEPTIC SYSTEMS SHALL COMPLY WITH ALL APPLICABLE ORDINANCE(S), RULES AND REGULATIONS.
- CWPP - SUBJECT PARCEL DOES NOT FALL WITHIN THE CWPP.
- NO PUBLIC MAINTENANCE OF INTERNAL ROADS



PRAIRIE SAGE ACRES

A SUBDIVISION OF THE SW¹/₄NW¹/₄ OF SECTION 14, T14N, R63W, 6TH P.M., LARAMIE COUNTY, WYOMING. PREPARED AUGUST, 2024

CERTIFICATE OF SURVEYOR

I, Jeffrey B. Jones, A Professional Land Surveyor in the State of Wyoming, for and on behalf of Steel 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.

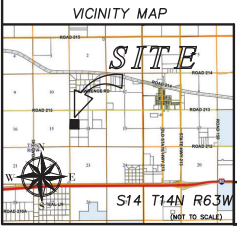
REVISED: 9/4/2024 MSH
24273 FP.DWG



STEEL SURVEYING SERVICES, LLC
PROFESSIONAL LAND SURVEYORS
PLANNING & DEVELOPMENT SPECIALISTS

1106 WEST 2ND ST. CHEYENNE, WY. 82002 • (307) 634-7879
205 GILCHRIST ST. WHEATLAND, WY. 82201 • (307) 392-5700
www.steelsurvey.com • info@steelsurvey.com

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LEGEND

- SET 3/8" x 24" LONG REBAR WITH 1/2" ALUMINUM CAP STAMPED "SS PLS. 5910"
- FOUND ALUMINUM CAP

FILING RECORD

S14 T14N R63W
(NOT TO SCALE)