



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

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**Planning • Building**

### **MEMORANDUM**

**TO:** Laramie County Board of Commissioners

**FROM:** Sonny M. Keen, Associate Planner

**DATE:** May 6<sup>th</sup>, 2025

**TITLE:** PUBLIC HEARING: Subdivision Permit and Plat for Frontier Tracts, 4<sup>th</sup> Filing, Laramie County, WY.

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### **EXECUTIVE SUMMARY**

Steil Surveying Services, LLC, on behalf of Riatta Holdings, LLC, has submitted a Subdivision Permit and Plat application for Frontier Tracts, 4<sup>th</sup> Filing, located at 3330 I-80 Service Road. The application has been submitted for the purpose of subdividing the property into eight (8) commercial use lots.

### **BACKGROUND**

The property, designated LU – Land Use zone district, is currently being used as a commercial oil and gas services operation (Bar S Services). The surrounding area consists of further properties zoned LU – Land Use zone district residential, commercial, and unplatted.

### **Pertinent Regulations:**

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 of the governing the LU – Land Use zone district.

### **DISCUSSION**

The Laramie County Comprehensive Plan identifies the area as a RAI, (Rural Ag Interface). Rural residential uses are primarily anticipated in these areas with limited commercial service and retail uses being anticipated at major intersections. PlanCheyenne designates this area as MU-C Mixed Use Commercial which the proposed action complies with. Both plans are in general agreement.

Letters requesting waiver of traffic and drainage studies were submitted by the applicant, copies of which are attached. The County Engineer has concurred with these requests based on the justification provided in the letters, however, further development for future commercial use may require both traffic and drainage studies. Agency comments pertaining to future infrastructure upgrades within the subdivision may be required as future commercial uses are developed, Bar S Drive will need to be designed and built to current County Road standards, and a non-adverse letter from Department of Environmental Quality (DEQ) must be received prior to recordation.

A subdivision of more than 5 lots requires submittal of a Chapter 23 Study to DEQ. Individual commercial septic systems will provide sanitary services.

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 provided as required. No public comment was received.

On April 10<sup>th</sup>, 2025, the Laramie County Planning Commission held a public hearing on this application and voted (3-0) to recommend approval of the subdivision permit and plat.

### **RECOMMENDATION and FINDINGS**

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

- a. This application meets the criteria for a subdivision permit and plat pursuant to section 2-1-101 (a-e) of the Laramie County Land Use Regulations.
- b. This application is in conformance with section 4-2-114 governing the LU – Land Use zone district.

**and that the Board approve the Subdivision Permit and Plat for Frontier Tracts, 4<sup>th</sup> Filing with the following condition:**

- 1) A non-adverse Chapter 23 study recommendation from the Wyoming Department of Environmental Quality must be received prior to recordation.

### **PROPOSED MOTION**

**I move to adopt the findings of fact a and b of the staff report and to approve the Subdivision Permit and Plat for Frontier Tracts, 4<sup>th</sup> Filing, Laramie, WY, with the following condition:**

- 1) A non-adverse Chapter 23 study recommendation from the Wyoming Department of Environmental Quality must be received prior to recordation.**

**ATTACHMENTS**

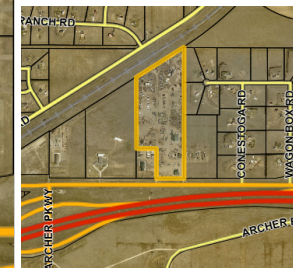
- Attachment 1: Location Map**  
**Attachment 2: Pre-App Meeting Notes**  
**Attachment 3: Project Narrative**  
**Attachment 4: Agency Review Comments and Applicant Responses**  
**Attachment 5: DEQ Acknowledgement**  
**Attachment 6: CFF & PSF Acknowledgement**  
**Attachment 7: Resolution**  
**Attachment 8: Frontier Tracts, 4<sup>th</sup> Filing, revised plat 03/26/2025**



ANNA LOOP  
RAILROAD RD  
ROAD 215  
PRAIRIE SCHOONER RD  
CONESTOGA RD  
500 ft  
PKWY  
80

FRONTIER TRACTS 4TH FILING  
SUBDIVISION PERMIT AND PLAT

FD 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 3/31/2025





# 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: 02/05/25 Staff: JASK DP CC  |  | Property Owner: Riatta Holdings |
| Project Description: Subdivide into 8 parcels   |  |                                 |
| Project Location/Address: 3330 I-80 Service Rd  |  | R #: 0065484                    |
| ATTENDEES/AGENTS/PARTIES  |  |                                 |
| Applicant: Shane Hansen   | Phone:   | Email:                          |
| Other:  | Phone:   | Email:                          |
| Other:  | Phone:   | Email:                          |
| APPLICATION TYPE(S)   |  |                                 |
| <input type="checkbox"/> Administrative Plat (Vacation? Y/N)  | <input type="checkbox"/> Site Plan   |                                 |
| <input type="checkbox"/> Appeal   | <input type="checkbox"/> Site Plan – Amendment   |                                 |
| <input type="checkbox"/> Board Approval   | <input type="checkbox"/> Site Plan – For Records   |                                 |
| <input type="checkbox"/> Home Occupation  | <input type="checkbox"/> Subdivision Exemption – Other   |                                 |
| <input type="checkbox"/> Family Exemption   | <input checked="" type="checkbox"/> Subdivision Permit & Plat  |                                 |
| <input type="checkbox"/> Preliminary Development Plan   | <input type="checkbox"/> Variance  |                                 |
| <input type="checkbox"/> Public Hearing – No Approval Required (Xmission lines, O&G)                          | <input type="checkbox"/> Zone Change   |                                 |
| APPLICATION GUIDANCE  |  |                                 |
| <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No   | Application Fees:  |                                 |
| <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   | Plat / 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 checked="" type="checkbox"/> TBD   | Drainage Plans: Dependent on engineer review   |                                 |
| <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: Dependent on future plans/business (with site plans.)                                   |                                 |



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Phone (307) 633-4303 Fax (307) 633-4616



### 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 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 type="checkbox"/> TBD                          | ROW Construction Permit:<br><i>WYDOT</i>                                     |
| <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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD               | Environmental and Services Impact Report:                                    |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> TBD               | GESC/Grading, Erosion & Sediment Control Permit:<br><i>upon 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:<br><i>in place already</i>  |

|   |   |
|---|---|
| <b>Public Notice Requirements</b>                                   | <b>General Notes:</b>   |
| <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Public Notice Sign(s) Required – Posted/Paid by Applicant:<br><i>x 1 @ \$20</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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### Pre-Application Meeting Notes

#### Miscellaneous Notes:

- Subdivide parcel into 8 tracts, access off US 30, each tract 5.25 or greater
- wyDOT access permit - possible joint access recommended per wyDOT (Paul Beckett) because There is currently not 1300' between accesses so the access points will need to be reconfigured.
- Env. Health: Potential issue w/ top lot because of all the easements but plenty of buildable area - nothing else looks problematic for project.



## EXHIBIT A

| Laramie County Planning and Development Fee Schedule   |  |                         |                             |                    |             |
|--|--|-------------------------|-----------------------------|--------------------|-------------|
| Application and sign fees shall be paid at the time of application submittal.<br>Other fees will be billed to the applicant. |  |                         |                             |                    |             |
| Application  | Fee  | Sign<br>(per sign)      | Legal Ad<br>(per ad)        | Engineer<br>Review | Mailing     |
| Preliminary Development Plan   | \$1000.00  | \$26.00                 | N/A                         | Actual Cost        | Actual Cost |
| Low Impact GESC  | \$250.00   | N/A                     | N/A                         | Actual Cost        | N/A         |
| Standard GESC  | \$500.00   | N/A                     | N/A                         | Actual Cost        | N/A         |
| Board Approval   | \$500.00   | \$26.00                 | Actual Cost                 | Actual Cost        | Actual Cost |
| Variance   | \$600.00   | \$26.00                 | Actual Cost                 | Actual Cost        | Actual Cost |
| Temporary Use  | \$100.00   | N/A                     | N/A                         | N/A                | N/A         |
| Address – New Oil & Gas Facility   | \$200.00   | N/A                     | N/A                         | N/A                | N/A         |
| Address – Existing Oil & Gas Facility  | \$100.00   | N/A                     | N/A                         | N/A                | N/A         |
| Floodplain Development Permit  | \$200.00   | N/A                     | N/A                         | Actual Cost        | N/A         |
| Site Plan, New and Major Amendments  | \$750.00   | \$26.00                 | Actual Cost – if applicable | Actual Cost        | Actual Cost |
| Site Plan, Minor Amendments  | \$250.00   | \$26.00                 | N/A                         | Actual Cost        | Actual Cost |
| Zone Change  | \$500.00   | \$26.00                 | Actual Cost                 | Actual Cost        | Actual Cost |
| Wireless Tower   | \$250.00   | \$26.00 - if applicable | Actual Cost – if applicable | Actual Cost        | Actual Cost |
| Family Child Care Home   | \$100.00   | N/A                     | N/A                         | N/A                | N/A         |
| Subdivision Permit (25 lots or less)   | \$1,200.00   | \$26.00                 | Actual Cost                 | Actual Cost        | Actual Cost |
| Subdivision Permit (26 lots or more)   | \$1,800.00   | \$26.00                 | Actual Cost                 | Actual Cost        | Actual Cost |
| Administrative Plat  | \$750.00   | \$26.00                 | Actual Cost                 | Actual Cost        | Actual Cost |
| Road/Easement Naming   | \$200.00   | \$26.00                 | N/A                         | N/A                | Actual Cost |
| Environmental Health Fee **See Note**  | \$200.00 with public sewer. \$200 plus \$10.00 per lot without public sewer (not to exceed \$500.00)                                       |                         |                             |                    |             |
| Community Facility Fees  | Land within a water/sewer district or serviced by a district: \$500.00 per acre, rounded to the nearest .1 acre. Minimum \$250.00          |                         |                             |                    |             |
| Community Facility Fees  | Land outside a water/sewer district with no public water/sewer services: \$50.00 per acre, rounded to the nearest .1 acre. Minimum \$25.00 |                         |                             |                    |             |
| Public Safety Fees   | Land within any water and/or sewer district or serviced by a public water system shall be assessed a \$200.00 per lot public safety fee    |                         |                             |                    |             |
| Public Safety Fees   | Land outside of a water and/or sewer district shall be assessed a \$1,000.00 per lot public safety fee                                     |                         |                             |                    |             |

**\*\*Note:** Health Dept. fee increase relating to subdivision permit/plat process approved by Laramie County Board of Commissioners on June 2, 2015, and Board of Health on June 16, 2015.

## **Traffic Study Waiver Request Criteria**

### **3-5-105a. Requirements**

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.

## **Drainage Study Waiver Request Criteria**

### **3-1-105 Drainage Report Waiver**

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.



**February 18, 2025**

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

**InRe: LETTER OF JUSTIFICATION – FRONTIER TRACTS 4TH FILING**

Steil Surveying Services, agent for the owner, intends to VACATE and REPLAT all of Tract 1, Frontier Tracts 3rd Filing, Laramie County, Wyoming. A zone change is not required.

The overall density of the plat is 43.28 acres. The proposed plat will consist of ten (8) tracts for commercial use.

Please contact me with any questions or concerns.

A handwritten signature in blue ink that reads "Michael L. Hansen".

Shane Hansen

Director Planning and Development  
Steil Surveying Services, LLC  
[shansen@steilsurvey.com](mailto:shansen@steilsurvey.com)



Permit Notes

Permit Number: PZ-25-00009

Applicant: HANSEN, MICHEAL SHANE

Owner: RIATTA HOLDINGS LLC

Project Description: 8 TRACT COMMERCIAL SUBDIVISON

Parcel Number: 14652230500100

Site Address: 3330 I-80 SERVICE RD

Cheyenne, WY 82009

Submitted: 02/18/2025

Technically Complete: 02/18/2025

Approved: Issued:

| Begin Date | End Date   | Permit Area | Subject                          | Note Type | Note Text  | Created By                                  |
|------------|------------|-------------|----------------------------------|-----------|--|---|
| 03/03/2025 |            | Workflow    | COUNTY ASSESSOR REVIEW           | GENERAL   | No comment   | CANDICE.MCCART@LARAMIECOUNTY.WY.GOV         |
| 03/19/2025 | 03/19/2025 | Workflow    | COUNTY ASSESSOR REVIEW           | GENERAL   | Observation: Labeling discrepancy for Tract 2, Frontier Tracts, 3rd Filing   | CINDY.KEMIVES@LARAMIECOUNTY.WY.GOV          |
| 03/21/2025 |            | Application | PZ-25-00009                      | GENERAL   | Is there a need to show access easement across all tracts with the future road show on the plat?   | CHRISTOPHER.YANEY@LARAMIECOUNTY.WY.GOV      |
| 03/21/2025 |            | Workflow    | COUNTY REAL ESTATE OFFICE REVIEW | GENERAL   | no comments  | TERESA.LEMASTER@LARAMIECOUNTY.WY.GOV        |
| 03/24/2025 |            | Application | PZ-25-00009                      | GENERAL   | Partial vacation of a plat is governed by W.S. 34-12-108 and 106. The requirements include:<br><br>W.S. 34-12-106. Vacation; generally.<br>Any such plat may be vacated by the proprietors thereof at any time before the sale of any lots therein, by a written instrument declaring the same to be vacated, duly executed, acknowledged or proved and recorded in the same office with the plat to be vacated, and the execution and recording of such writing shall operate to destroy the force and effect of the recording of the plat so vacated, and to divest all public rights in the streets, alleys, commons and public grounds laid out or described in such plat, and in case where any lots have been sold, the plat may be vacated as herein provided, by all the owners of lots in such plat joining in the execution of the writing aforesaid. No plat or portion thereof within the corporate limits of a city or town shall be vacated as herein provided without the approval of the city or town. No plat or portion thereof for which a subdivision permit has been obtained pursuant to W.S. 18-5-304 shall be vacated as herein provided without the approval of the county commissioners. No municipal or county approval under this section shall be arbitrarily or unreasonably withheld.<br><br>Also, the Warranty Deed included in the submittals does not cover Frontier Tracts, 3d Filing. That deed is for Lot 1 of Aspen Hills Subdivision. | LARAMIECOUNTY.ATTORNEY@LARAMIECOUNTY.WY.GOV |

VACATION STATEMENT ON PLAT  
ACKNOWLEDGED

## Permit Notes

|   |            |             |                                     |         |   |  |
|---|------------|-------------|-------------------------------------|---------|---|--|
| 03/24/2025  | 03/24/2025 | Application | PZ-25-00009                         | GENERAL | Should road bump -outs/turn arounds be considered for the access to these lots. Traveling over 1500ft to have a designated turn around area could impact emergency service access and egress.   | MATTHEW.BUTLER@LARAMIECOUNTY.WY.GOV    |
| Not needed  |            |             |                                     |         |   |  |
| 03/25/2025  |            | Workflow    | PLAN REVIEW BY ENVIRONMENTAL HEALTH | GENERAL | Septic systems are required on newly developed lots. Commercial property septic systems require a permit and must be designed by an engineer. Septic systems must be kept out of easements. DEQ chapter 23 review is required and a non-adverse letter must be received by Environmental Health. A signed final plat must be submitted to Environmental Health prior to issuance of any septic permits. Contact Environmental Health at 307-633-4090 with any questions.  | JENNIFER.ESCOBEDO@LARAMIECOUNTY.WY.GOV |
| ACKNOWLEDGED  |            |             |                                     |         |   |  |
| 03/25/2025  |            | Workflow    | PUBLIC WORKS REVIEW                 | GENERAL | Public Works Review #1<br>1. All comments from the review engineer and surveyor shall be addressed and resolved appropriately.<br>2. A note shall be added to the plat indicating "there will be no public maintenance of internal roadways/access easements."<br>3. Future infrastructure upgrades may be required with this development as the commercial uses are further developed with each tract. This could include but is not limited to access, right-of-way (road construction), re-vegetation and signage. Permit applications through Public Works will be required at the time of development.<br>4. Bar S Drive shall be designed and built to the current road standards within the Laramie County Land Use Regulations. A right-of-way/grading permit through Laramie County Public Works will be required. Please apply through the SmartGov portal. Call (307-633-4302) or email (permits@laramiecountywyo.gov) Public Works for more information.<br>5. Access permit applications through Public Works will be required for each tract. 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. | MOLLY.BENNETT@LARAMIECOUNTY.WY.GOV     |
| 1. ACK<br>2. ADDED<br>3. ACK<br>4. ACK<br>5. NOT DEDICATED. EASEMENT. |            |             |                                     |         |   |  |
| 03/25/2025  | 03/25/2025 | Application | PZ-25-00009                         | GENERAL | 1st Review<br>Engineer Review<br>1.I agree that a detailed Drainage Study and Traffic Study is not warranted for this plat. However, any new additions, changes to existing conditions, or new developments shall be required to submit a drainage study with the site plan application. A traffic study may or may not be warranted depending on the proposed use of each lot/tract.<br>2.The signature block of the DEDICATION indicates the signatory as Patricia M. Smith, however the Acknowledgement indicates the signatory as Patricia A. Smith.<br>3.The tract falling south of Tract 8 is labeled as Tract 2 Frontier Tracts 2nd Filing on this plat. The same tract is   | SCOTT.LARSON@LARAMIECOUNTY.WY.GOV      |
| 1. ACK<br>2. CORRECTED<br>3. CORRECTED                                |            |             |                                     |         |   |  |

## Permit Notes

4. ADDED

labeled as Tract 2 on the Frontier Tracts 3rd Filing.  
4.Bar S Drive is labeled as (70 Access, Drainage & Utility Easement), however it scales as only 60 wide. The width is not dimensioned on this plat, but it scales at 60 wide. If the south end is the same as the 60 Mutual Ingress/Egress, Drainage & Utility Easement Shown on Frontier Tracts 3rd Filing, the west portion would be 35 wide and the east portion would be 25 wide. Bar S Drive needs to be dimensioned and clearly identified.

1. ALREADY SHOWN  
2. shown

### Surveyor Review

1.It would help identify the location of intersection of the north-south common boundary line for the 125 POWER LINE EASEMENT & the 150 POWER LINE EASEMENT with the north boundary of the subdivision, if each easement were dimensioned along the north boundary of the subdivision.  
2.The plat indicates that the width of the right-of-way of U.S. 30 HIGHWAY is 275. I assume from the dimensioning shown on the plat that 200 of the right-of-way falls south of the section line. There is room to show the south right-of-way boundary on the plat.

---



## Permit Notes

**Permit Number:** PZ-25-00009

**Parcel Number:** 14652230500100

**Submitted:** 02/18/2025

**Site Address:** 3330 I-80 SERVICE RD

**Technically Complete:** 02/18/2025

**Applicant:** HANSEN, MICHEAL SHANE

Cheyenne, WY 82009

**Approved:**

**Owner:** RIATTA HOLDINGS LLC

**Issued:**

**Project Description:** 8 TRACT COMMERCIAL SUBDIVISON

| <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>                           |
|-------------------|-----------------|--------------------|----------------------------------|------------------|---|---|
| 03/03/2025        |                 | Workflow           | COUNTY ASSESSOR REVIEW           | GENERAL          | No comment  | CANDICE.MCCART@LARAMIECOUNTY.WY.GOV         |
| 03/19/2025        | 03/19/2025      | Workflow           | COUNTY ASSESSOR REVIEW           | GENERAL          | Observation: Labeling discrepancy for Tract 2, Frontier Tracts, 3rd Filing  | CINDY.KEMIVES@LARAMIECOUNTY.WY.GOV          |
| 03/21/2025        |                 | Application        | PZ-25-00009                      | GENERAL          | Is there a need to show access easement across all tracts with the future road show on the plat?  | CHRISTOPHER.YANEY@LARAMIECOUNTY.WY.GOV      |
| 03/21/2025        |                 | Workflow           | COUNTY REAL ESTATE OFFICE REVIEW | GENERAL          | no comments   | TERESA.LEMASTER@LARAMIECOUNTY.WY.GOV        |
| 03/24/2025        |                 | Application        | PZ-25-00009                      | GENERAL          | <p>Partial vacation of a plat is governed by W.S. 34-12-108 and 106. The requirements include:</p> <p>W.S. 34-12-106. Vacation; generally.</p> <p>Any such plat may be vacated by the proprietors thereof at any time before the sale of any lots therein, by a written instrument declaring the same to be vacated, duly executed, acknowledged or proved and recorded in the same office with the plat to be vacated, and the execution and recording of such writing shall operate to destroy the force and effect of the recording of the plat so vacated, and to divest all public rights in the streets, alleys, commons and public grounds laid out or described in such plat, and in case where any lots have been sold, the plat may be vacated as herein provided, by all the owners of lots in such plat joining in the execution of the writing aforesaid. No plat or portion thereof within the corporate limits of a city or town shall be vacated as herein provided without the approval of the city or town. No plat or portion thereof for which a subdivision permit has been obtained pursuant to W.S. 18-5-304 shall be vacated as herein provided without the approval of the county commissioners. No municipal or county approval under this section shall be arbitrarily or unreasonably withheld.</p> <p>Also, the Warranty Deed included in the submittals does not cover Frontier Tracts, 3d Filing. That deed is for Lot 1 of Aspen Hills Subdivision.</p> | LARAMIECOUNTY.ATTORNEY@LARAMIECOUNTY.WY.GOV |

## Permit Notes

|            |            |             |                                     |         |   |  |
|------------|------------|-------------|-------------------------------------|---------|---|--|
| 03/24/2025 | 03/24/2025 | Application | PZ-25-00009                         | GENERAL | Should road bump -outs/turn arounds be considered for the access to these lots. Traveling over 1500ft to have a designated turn around area could impact emergency service access and egress.   | MATTHEW.BUTLER@LARAMIECOUNTY.WY.GOV    |
| 03/25/2025 |            | Workflow    | PLAN REVIEW BY ENVIRONMENTAL HEALTH | GENERAL | Septic systems are required on newly developed lots. Commercial property septic systems require a permit and must be designed by an engineer. Septic systems must be kept out of easements. DEQ chapter 23 review is required and a non-adverse letter must be received by Environmental Health. A signed final plat must be submitted to Environmental Health prior to issuance of any septic permits. Contact Environmental Health at 307-633-4090 with any questions.  | JENNIFER.ESCOBEDO@LARAMIECOUNTY.WY.GOV |
| 03/25/2025 |            | Workflow    | PUBLIC WORKS REVIEW                 | GENERAL | Public Works Review #1<br>1. All comments from the review engineer and surveyor shall be addressed and resolved appropriately.<br>2. A note shall be added to the plat indicating "there will be no public maintenance of internal roadways/access easements."<br>3. Future infrastructure upgrades may be required with this development as the commercial uses are further developed with each tract. This could include but is not limited to access, right-of-way (road construction), re-vegetation and signage. Permit applications through Public Works will be required at the time of development.<br>4. Bar S Drive shall be designed and built to the current road standards within the Laramie County Land Use Regulations. A right-of-way/grading permit through Laramie County Public Works will be required. Please apply through the SmartGov portal. Call (307-633-4302) or email (permits@laramiecountyywy.gov) Public Works for more information.<br>5. Access permit applications through Public Works will be required for each tract. Please apply for your Public Works access permit on the SmartGov Portal. Call (307-633-4302) or email (permits@laramiecountyywy.gov) Public Works with any questions. | MOLLY.BENNETT@LARAMIECOUNTY.WY.GOV     |
| 03/25/2025 | 03/25/2025 | Application | PZ-25-00009                         | GENERAL | 1st Review<br>Engineer Review<br>1.I agree that a detailed Drainage Study and Traffic Study is not warranted for this plat. However, any new additions, changes to existing conditions, or new developments shall be required to submit a drainage study with the site plan application. A traffic study may or may not be warranted depending on the proposed use of each lot/tract.<br>2.The signature block of the DEDICATION indicates the signatory as Patricia M. Smith, however the Acknowledgement indicates the signatory as Patricia A. Smith.<br>3.The tract falling south of Tract 8 is labeled as Tract 2 Frontier Tracts 2nd Filing on this plat. The same tract is   | SCOTT.LARSON@LARAMIECOUNTY.WY.GOV      |

## Permit Notes

labeled as Tract 2 on the Frontier Tracts 3rd Filing.  
 4.Bar S Drive is labeled as (70 Access, Drainage & Utility Easement), however it scales as only 60 wide. The width is not dimensioned on this plat, but it scales at 60 wide. If the south end is the same as the 60 Mutual Ingress/Egress, Drainage & Utility Easement Shown on Frontier Tracts 3rd Filing, the west portion would be 35 wide and the east portion would be 25 wide. Bar S Drive needs to be dimensioned and clearly identified.

### Surveyor Review

1.It would help identify the location of intersection of the north-south common boundary line for the 125 POWER LINE EASEMENT & the 150 POWER LINE EASEMENT with the north boundary of the subdivision, if each easement were dimensioned along the north boundary of the subdivision.  
 2.The plat indicates that the width of the right-of-way of U.S. 30 HIGHWAY is 275. I assume from the dimensioning shown on the plat that 200 of the right-of-way falls south of the section line. There is room to show the south right-of-way boundary on the plat.

|            |            |             |             |         |   |   |
|------------|------------|-------------|-------------|---------|---|---|
| 03/27/2025 | 03/27/2025 | Application | PZ-25-00009 | GENERAL | 2nd Review -<br>1. Bar S Drive will be required to be designed and constructed per the LCLUR. Plans shall be submitted to the County for review and approval.<br>2. Previous comments have been adequately addressed with the revised/updated plat drawing. | SCOTT.LARSON@<br>LARAMIECOUNTY<br>WY.GOV              |
| 03/28/2025 |            | Application | PZ-25-00009 | GENERAL | 2nd review. No further comments.  | LARAMIECOUNTY<br>ATTORNEY@LARA<br>MIECOUNTYWY.G<br>OV |





**Steil  
Surveying  
Services,**  
*Professional Land Surveyors*

**February 18, 2025**

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

**InRe: Plat to be known as FRONTIER TRACTS 4TH FILING, a replat  
of Tract 1, Frontier Tracts, 3rd Filing, situate in a portion of Section 22,  
T14N, R65W, of the 6th P.M., Laramie County, Wyoming.**

To whom it may concern:

Steil Surveying Services, agent for the owner(s), provides this letter on their behalf,  
confirming that the owner acknowledges that a non adverse DEQ letter must be received  
before recordation.

Sincerely,

Shane Hansen

Director Planning and Development  
Steil Surveying Services, LLC  
[shansen@steilsurvey.com](mailto:shansen@steilsurvey.com)



**February 18, 2025**

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

**InRe: Plat to be known as FRONTIER TRACTS 4TH FILING, a replat  
of Tract 1, Frontier Tracts, 3rd Filing, situate in a portion of Section 22,  
T14N, R65W, of the 6th P.M., Laramie County, Wyoming.**

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 the owner intends to pay the appropriate 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,

A handwritten signature in blue ink that reads 'Michael L. Hansen'. The signature is written in a cursive, flowing style.

Shane Hansen

Director Planning and Development  
Steil Surveying Services, LLC  
[shansen@steilsurvey.com](mailto:shansen@steilsurvey.com)

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION TO APPROVE A SUBDIVISION PERMIT AND PLAT FOR  
FRONTIER TRACTS, 4<sup>TH</sup> FILING, LARAMIE COUNTY, WY,  
TO BE PLATTED AND KNOWN AS “FRONTIER TRACTS, 4<sup>TH</sup> 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 LU – Land Use zone district; and

**WHEREAS**, this resolution is the subdivision permit for Frontier Tracts, 4<sup>th</sup> 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 4-2-114 governing the LU – Land Use zone district.

**And the Board approves the Subdivision Permit and Plat for Frontier Tracts, 4<sup>th</sup> Filing, Laramie County, WY, with the following condition:**

- 1) **A non-adverse Chapter 23 study recommendation from the Wyoming Department of Environmental Quality must be received prior to recordation.**

**PRESENTED, READ AND ADOPTED THIS \_\_\_\_\_ DAY OF**  
**\_\_\_\_\_, 2025.**

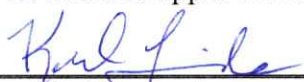
LARAMIE COUNTY BOARD OF COMMISSIONERS

\_\_\_\_\_  
Gunnar Malm, Chairman

ATTEST:

\_\_\_\_\_  
Debra K. Lee, Laramie County Clerk

Reviewed and approved as to form:

  
\_\_\_\_\_  
Laramie County Attorney's Office



