

LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

Planning • Building

MEMORANDUM

TO: Laramie County Board of Commissioners

FROM: Cate Cundall, Associate Planner

DATE: September 17, 2024

TITLE: PUBLIC HEARING regarding a Subdivision Permit and Plat for Deer Valley at

Chalk Bluff, located on a portion of Tract 9, and all of Tracts 10 to 27, Chalk

Bluffs Estates Record of Survey, Laramie County, WY.

EXECUTIVE SUMMARY

Steil Surveying Services, LLC, on behalf of Community Investment, Inc., has submitted a Subdivision Permit and Plat application for Deer Valley at Chalk Bluff Subdivision, located at 3371 Road 203. The purpose of the application is to divide this 40 acre parcel into four (4) residential tracts averaging 10 acres each.

BACKGROUND

The subject property is currently vacant agricultural range land located in the LU-Land Use zone district. The surrounding area consists of a subdivision to the west and vacant range land.

Pertinent Statutes and Laramie County Land Use Regulations Include:

W.S. § 18-5-301 thru 18-5-315.

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 Ag and Range Land (AGR). Primary uses are agriculture crop and livestock production and associated residential uses.

According to the adopted AMEC Memo dated January 31, 2014, the property lies within Zone 2 of the study area. 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 tracts will exceed this minimum size requirement.

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

The subdivision will be accessed via Road 203 onto an eighty (80) foot access and utility easement which will be privately maintained. Traffic and drainage study waivers were approved by the engineer since impacts will be minimal.

Agency review comments have been addressed and corrections made to the final plat. Public notice was completed per section 1-2-104 and two comments were received and are attached.

On August 8, 2024, the Laramie County Planning Commission held a public hearing on this application. The Planning Commission vote (3-0) to recommend approval.

RECOMMENDATION and FINDINGS

Based on evidence provided, staff finds 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 the Board of County Commissioners may approve the Subdivision Permit and Plat for Deer Valley at Chalk Bluff, with no conditions, and to adopt the finding of facts a and b of the staff report.

PROPOSED MOTION

I move to approve the Subdivision Permit and Plat for Deer Valley at Chalk Bluff Subdivision and adopt the findings of facts a and b of the staff report

ATTACHMENTS

Attachment 1: Location Map
Attachment 2: Project Narrative

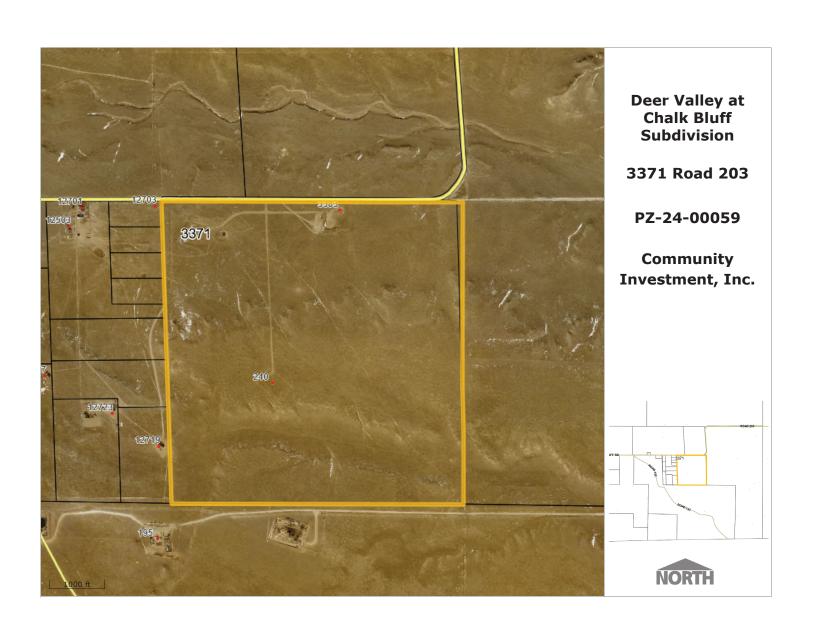
Attachment 3: Pre-Application Meeting Notes

Attachment 4: Agency Comments Reports and Applicant Responses

Attachment 5: Public Comments

Attachment 9: Resolution

Attachment 10: Plat Revised 7.16.24





June 14, 2024

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

InRe: LETTER OF JUSTIFICATION – DEER VALLEY AT CHALK BLUFF

Steil Surveying Services, agent for the owner, intends to subdivide a portion of the W½ of Section 3, T12N, R65W of the 6th P.M., Laramie County, Wyoming.

The overall density of the plat is 40 acres. The proposed subdivision will consist of FOUR (4) tracts. All tracts meet and exceed the minimum requirements. The subdivision is for residential use.

Please contact me with any questions or concerns.

Shane Hansen

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

Michael S. Harom

LARAMIE COUNTY PLANNING & DEVELOPMENT OFFICE



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



Pre-Application Meeting

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.

Date: 5/5/14 Staff: TA CC BH, SK, M	CLEAP	roperty Owi	ner: 🕒	mounty Investmet Inc
Project Description: 4-10+ 5vbdvvs101	1 CDS (N)			· ·
Project Location/Address: Chalk BUFF	RJ			R#:0066013
ATTENDEES/AGENTS/PARTIES				
Applicant Show Hansen Steil	Phone 63	347273		Email Sharry Steelsvery ea
Other	Phone			Email
Other	Phone			Email
APPLICATION TYPE(S)				
Administrative Plat (Vacation? Y/ Appeal Board Approval Home Occupation Family Exemption Preliminary Development Plan Site Plan – Major			Subdivis	n – For Records ion Exemption ion Permit & Plat
GUIDANCE /				
Yes D No	ation Fees	:		
✓ Yes □ No Copy	of Pre-App	lication Mee	ting Note	es:
Yes □ No Project	t Narrative	Letter/Justi	fication L	.etter:
V Yes □ No	inty Deed/L	₋ease Agree	ment:	
	Site Plan / Zone Chai		Record of	f Survey / Preliminary Dev.
☐ Yes ☑ No ☐ TBD Draina	age Plans:			
☐ Yes ☐ No ☑ Letter of Waiver ☐ Draina	age Study:			
☐ Yes ☐ No ☑ Letter of Waiver	Study:			

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



Pre-Application Meeting

Yes 🗆 No	Community Facility Fees Acknowledgement Letter:		
Yes 🗆 No	Public Safety Fees Acknowledgement Letter:		
□ Yes ☑ No □ TBD	WY DEQ Chapter 23 Study/Submittal Letter:		
□ Yes 🖪 No 🗆 TBD	Development Agreement:		
□ Yes ☑ No □ TBD	Roadway Maintenance Plan:		
☑ Yes □ No □ TBD	Road/Easement Use Agreement:		
☑ Yes □ No □ TBD	ROW Construction Permit:		
✓ Yes □ No □ TBD	Environmental Health Review / Approval:		
□ Yes ☑ No □ TBD	Environmental and Services Impact Report:		
□ Yes ☑ No □ TBD	GESC/Grading, Erosion & Sediment Control Permit:		
□ Yes ☑ No □ TBD	Floodplain Development Permit:		
.□ Yes ☑ No □ Letter of Consent	Perimeter Fence Construction per W.S § 18-5-319:		
Public Notice Requirements	General Notes:		
☑ Yes □ No	Public Notice Sign(s) Required – Posted/Paid by Applicant:		
☑ Yes □ No	Newspaper Legal Notice Required – Paid by Applicant:		
Yes □ No	Property Owner Notification Letter Required – Paid by Applicant:		
☑ Yes □ No	Engineer Review – Paid by Applicant:		

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Pre-Application Meeting

Miscellaneous Notes:
- Suggest vacating old 35-acre ROS

EXHIBIT A

Laramie County Planning and Development Fee Schedule

Application and sign fees shall be paid at the time of application submittal.

Other fees will be billed to the applicant

	Oth	er fees will be	billed to the appli	cant.	
Application	Fee	Sign (per sign)	Legal Ad (per ad)	Engineer 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**	exceed \$500.	00)		per(lot without publ	
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			r district with no p st .1 acre. Minimu	ublic water/sewer se ım \$25.00	rvices: \$50.00 per
Public Safety Fees	Land within a	ny water and/		r serviced by a publi	c water system shall
Public Safety Fees		of a water an		shall be assessed a	\$1,000.00 per lot

^{**}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.

APPLICANT RESPONSE

AGENCY REVIEW #1

AGENCY REVIEW #2

AGENCY REVIEW #3

Permit Number: PZ-24-00059

Parcel Number: 12650310001300 Site Address: 3371 ROAD 203

Cheyenne, WY 82007

Submitted: 06/14/2024 Technically Complete: 06/14/2024 Approved: 07/03/2024

. Issued:

Applicant: HANSEN, MICHEAL SHANE Owner: COMMUNITY INVESTMENT INC
Project Description: RESIDENTIAL SUBDIVISION

Begin Date 06/14/2024	End Date	Permit Area Application	<u>Subject</u> PZ-24-00059	Note Type GENERAL	Note Text Hearing Dates will be: August 8, 2024 - Planning Commission September 17, 2024 - BOCC Public comment period ends July 29, 2024. First agency reviews scheduled with a deadline of 6.27.24 Letters sent 6.14.24 and legal ad published 6.19.24	Created By CATHERINE.CUND ALL@LARAMIECO UNTYWY.GOV
06/14/2024		Workflow	COUNTY ASSESSOR REVIEW	GENERAL	No comment at this time.	CANDICE.MCCART @LARAMIECOUNT YWY.GOV
06/17/2024		Application	PZ-24-00059	GENERAL	2023 taxes paid in full	TAMMY.DEISCH@ LARAMIECOUNTY WY.GOV
06/17/2024		Application	PZ-24-00059	GENERAL	WAPA has no conflict with this zone change.	ROGERS@LARAMI ECOUNTYWY.GOV
1. access 2. ack 3. added 4. ack	is curren	Workflow tly being built by	PUBLIC WORKS REVIEW y the adjacent su	GENERAL ubdivision.	The access easement shall be built to accommodate the needs of emergency services. All comments from the review engineer and surveyor shall be addressed. A note shall be added to the plat indicating "there will be no public maintenance of the established 80 foot access and utility easement off Road 203." The 80' access easement is currently being constructed per a condition of Peight Estates Subdivision Permit and Plat. No building permits will be allowed for Deer Valley at Chalk Bluff until the Letter of Compliance has been issued for the road construction.	MOLLY.BENNETT @LARAMIECOUNT YWY.GOV
06/20/2024		Workflow	COUNTY REAL ESTATE OFFICE REVIEW	GENERAL	No Comments	LAURA.PATE@LA RAMIECOUNTYWY .GOV

Permit Notes

06/25/2024 1. ack 2. correct	Application	PZ-24-00059	GENERAL	Engineer Review 1.1 concur this development does not warrant a detailed Traffic Study or Drainage Study. 2.1 believe the roadway for this development has been designed and approved with the Peight Estates plat/development.	SCOTT.LARSON@ LARAMIECOUNTY WY.GOV
ack				Surveyor Review 1.The 80 ACCESS AND UTILITY EASEMENT B2744, P2915, is shown as extending southwesterly from PEIGHT ESTATES and DEER VALLEY AT CHALK BLUFF. The right-of-way width and purpose of that right-of-way should be identified on this plat.	
06/25/2024	Application	PZ-24-00059	GENERAL	No comments at this time.	LARAMIECOUNTY ATTORNEY@LARA MIECOUNTYWY.G OV
06/25/2024	<u>Application</u>	PZ-24-00059	GENERAL	Access and Egress shall accommodate emergency service vehicles. Cul-de-sac or hammer head style turn around shall be established if the access road dead ends.	MATTHEW.BUTLE R@LARAMIECOUN TYWY.GOV
06/27/2024	Workflow	PLAN REVIEW BY ENVIRONMENTA L HEALTH	GENERAL	Permits are required for each lot. In the future if additional lots are divided on this property, a DEQ letter and Chapter 23 report will be required. Small wastewater system must have 50' setback from property lines. A signed final plat must be submitted to this office prior to application for any permits.	TIFFANY.GAERTN ER@LARAMIECOU NTYWY.GOV
06/28/2024	Application	PZ-24-00059	GENERAL	Meet IFC 2021 Chapter 5 503 Apparatus access roads 505 Premises identification	DARRICK.MITTLES TADT@LARAMIEC OUNTYWY.GOV
07/08/2024	Application	PZ-24-00059	GENERAL	2nd Review - All previous comments have been adequately addressed with the revised plat drawing. No further comments at this time.	SCOTT.LARSON@ LARAMIECOUNTY WY.GOV
07/15/2024 Corrected - my ap	Workflow pologies for miss	PUBLIC WORKS REVIEW sing that	GENERAL	 As noted in the first review (comment #3), A note shall be added to the plat indicating "there will be no public maintenance of the established 80 foot access and utility easement off Road 203." It appears this was not added to the 	COURTNEY.LUHR SEN@LARAMIECO UNTYWY.GOV
07/17/2024	Workflow	PUBLIC WORKS REVIEW	GENERAL	plat as was stated by applicant on responses. All previous comments have been addressed. No further comment.	MOLLY.BENNETT @LARAMIECOUNT YWY.GOV

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

July 11, 2024

Dear Planning and Development Department,
This letter is written to express concerns that we have regarding the recent permits for the subdivision Deer Valley at Chalk Bluff. We are gravely concerned about the potential impact on neighboring property values. We are homeowners in the area who are directly impacted by these developments. We have worked hard to maintain and improve our property and are concerned about the consequences of such developments. When Peight Estates was established the homeowners in the area were assured that there would be restrictions on the homes that were to be built. This was not done, resulting in a low-quality home and unsightly mess which directly affects surrounding property value and wellbeing of all of us living here.

We are requesting that the Planning Department consider applying guidelines regarding the types of homes that can be built in this area. This would help maintain the integrity of existing homes in the area as future developments are coming in. It is important to preserve the integrity of the area and protect property values for current homeowners. Additionally, it will contribute to retaining the overall prestige of our neighborhood. We respectfully request that the Planning Department take our, and other residents, concerns seriously while reviewing permits and approvals of developments in our area. We are requesting updates on the process as things progress and if you need any additional information, please feel free to reach out to 970-566-4138.

Sincerely,

mu Jodd Dunlap Martin Todd Dunlap Amber Dunlap Amber Dunlap

12723 Chalk Bluff Rd Cheyenne Wy 82007 970 566 4138 or 970 556 8640 Cate Cundall Laramie County Planning Department 3966 Archer Parkway Cheyenne, WY 82009 LARAMIE COUNTY JUL 22 2024

PLANNING & DEVELOPMENT OFFICE

July 16th, 2024

Dear Planning and Development Department,

I am writing to express my concerns regarding the Deer Valley at Chalk Bluff Subdivision in our neighborhood and its potential impact on surrounding property values. As a homeowner, I have invested significantly in our property and am concerned about the implications of such a development on the overall value of homes in the area. We intentionally made our purchase last year to get out of town and away from some of the challenges of living in and around subdivisions and to grow our vision for our family and our land.

While I understand the need for diverse housing options, including affordable housing solutions like trailers and modular homes, I am also mindful of the potential negative impact on property values and the character of our community. We were extremely intentional about the area we chose to purchase our new home in with these things in mind. Therefore, I urge the Planning Department to consider implementing specific restrictions, covenants, and/or guidelines regarding the types of homes that can be built in this area.

Implementing such restrictions would help ensure that any future developments are in line with the existing residential character of the area and would help protect property values for current and future homeowners. It would also contribute to maintaining the aesthetic appeal and overall desirability of our neighborhood.

Initially, with the development of Peight Estates, there were assurances that specific building guidelines would be enforced to uphold the quality of homes in the area. Unfortunately, these guidelines were never established. As a result, a poorly constructed modular home and outbuildings have been introduced into the neighborhood with no guidelines, significantly detracting from the overall quality and appearance of the properties in the area. This situation is particularly distressing as it not only violates the expected standards for the community but also threatens to lower property values and diminish the aesthetic appeal of our neighborhood.

I kindly request that the Planning Department take into account the concerns of residents, like myself and my family who are invested in preserving the quality and value of our properties. By proactively addressing this issue, we can work together to maintain a thriving community for all residents.

Thank you for considering my concerns. I would appreciate any updates or information regarding this matter. Please feel free to contact me at dvolin9@hotmail.com or 503-998-6750 if you require any further clarification or information.

Sincerely,

Danielle Volin

RESOLUTION NO
A RESOLUTION TO APPROVE A SUBDIVISION PERMIT AND PLAT FOR A PORTION OF TRACT 9 AND ALL OF TRACTS 10 TO 27 OF THE RECORD OF SURVEY FOR CHALK BLUFFS ESTATES, LARAMIE COUNTY, WY, TO BE PLATTED AND KNOWN AS "DEER VALLEY AT CHALK BLUFF"
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 (LCLUR); 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 concerns the subdivision permit application for Deer Valley at Charles Bluff.
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) governing the criteria for a subdivision permit & plat. 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 Deer Valley at Chalk Bluff.
PRESENTED, READ AND ADOPTED THISDAY OF, 2024.
LARAMIE COUNTY BOARD OF COMMISSIONER
Brian Lovett, Chairman

Laramie County Attorney's Office

Reviewed and approved as to form:

Debra K. Lee, Laramie County Clerk

ATTEST:

