

Planning • Building

MEMORANDUM

- TO: Laramie County Board of Commissioners
- FROM: Sonny M. Keen, Associate Planner
- DATE: January 21st, 2025
- TITLE: PUBLIC HEARING: Board Approval of a dog boarding kennel located on Tract 8, Stearns Subdivision.

EXECUTIVE SUMMARY

Steil Surveying Services LLC, on behalf of Louis Hurbis, has submitted a Board Approval and Site Plan application for a dog boarding kennel located at 6912 Christensen Rd.

BACKGROUND

The existing 9.85 acres is zone A1 – Agricultural and Rural Residential which requires Board approval for the use he is requesting; a dog boarding kennel.

Pertinent Laramie County Land Use Regulations or Statutory Provisions include:

Section 1-2-100 governing the Board Approval process. Section 4-2-101(b)(iv) governing the A1 – Agricultural Rural Residential Zone District. Section 1-2-104 governing public notice.

DISCUSSION

The Laramie County Comprehensive Plan identifies the area as Urban Rural Interface (URI), which is intended to accommodate a mix of more intensive land uses than other areas. These areas may have public water and sewer services, a higher level of vehicular access and a greater overall level of community services. The property is currently served by South Cheyenne Water & Sewer District.

The subject property is bordered by A1 – Agricultural and Residential zone district and A2 – Agricultural zone district, with adjacent properties being residential. The facility will be accessed from Christensen Road.

A preliminary site plan map is attached for reference. Agency comments were received, and much emphasis was noted regarding waste containment for the boarded dogs, which for the time being, will be hauled to the waste transfer station until a commercial vendor can be

retained. Agency comments were also concerned about the buffering standards for this type of facility and the distance from the building along with the building itself will be adequate buffering.

A development sign was posted, and adjacent property owners were notified via certified mail. Public comments were received and copies attached to this report.

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

RECOMMENDATION and FINDINGS

Based upon 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; and,
- b. This application is in conformance with Section 4-2-101(b)(iv) of the Laramie County Land Use Regulations governing the A1 Agricultural Rural Residential Zone District.

and that the Board may approve the dog boarding kennel with no conditions.

PROPOSED MOTION

I move to grant the Board Approval for a dog boarding kennel and adopt the findings of facts a and b of the staff report.

ATTACHMENTS

Attachment 1: Location and Jurisdiction Map

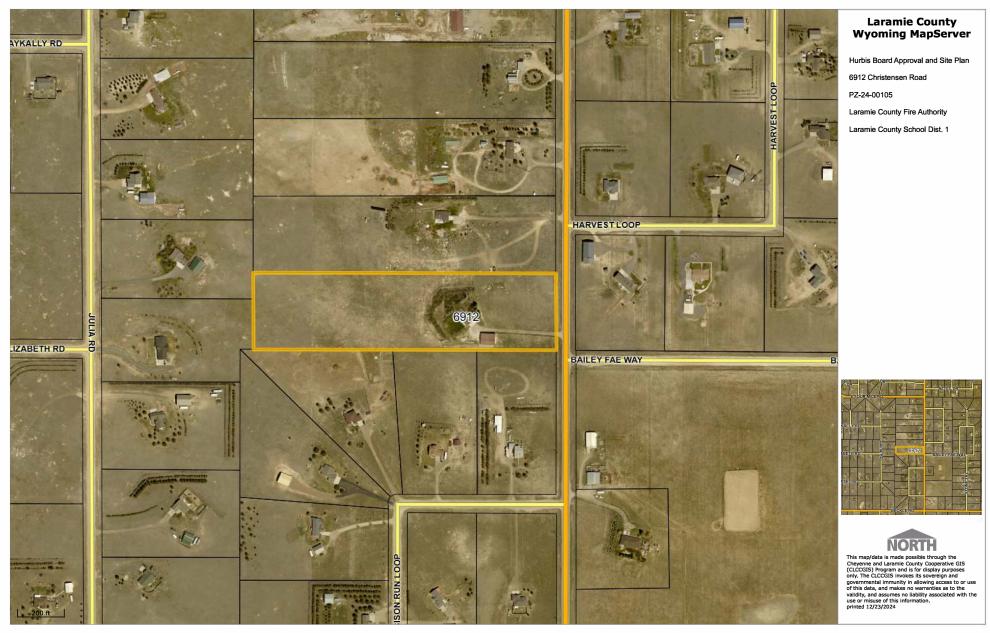
Attachment 2: Project Narrative

Attachment 3: Agency Comments Report with Applicant Responses

Attachment 4: Public Comments

- Attachment 5: Preliminary Application Notes
- Attachment 6: Traffic and Drainage Waiver Request
- Attachment 7: Board Approval Resolution
- Attachment 8: Resolution 'Exhibit A' Proposed Site Plan

12/23/24, 11:59 AM





November 25, 2024

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

InRe: LETTER OF JUSTIFICATION – HUBRIS SITE PLAN OF TRACT 8, STEARNS SUBDIVISION

Steil Surveying Services, agent for the owner, intends to do a site plan to bring the use of this property as a business into compliance with Laramie County regulations. The business is to be a dog boarding and training facility.

The overall density of the site is 9.85 acres. The total disturbed area is less than 2 acres. Please contact me with any questions or concerns.

Sincerelv.

Michael S. Harrow

Shane Hansen

Director Planning and Development Steil Surveying Services, LLC <u>shansen@steilsurvey.com</u>

Permit Number: PZ-24-00105

Parcel Number: 14661310100900 Site Address: 6912 CHRISTENSEN RD Cheyenne, WY 82009 Submitted: 11/25/2024 Technically Complete: 11/25/2024 Approved: Issued:

Applicant:HANSEN, MICHEAL SHANEOwner:HURBIS, LOUIS M JR ET ALProject Description:DOG BOARDING FACILITY

Begin Date 11/26/2024	<u>End Date</u> 11/26/2024	Permit Area Workflow	<u>Subject</u> COUNTY REAL ESTATE OFFICE REVIEW	<u>Note Type</u> GENERAL	No Comments	<u>Created By</u> LAURA.PATE@LA RAMIECOUNTYWY .GOV
11/27/2024	TBD	Application	PZ-24-00105	GENERAL	1. How many dogs will be boarded at this facility over a typical day or week?	CHRISTOPHER.YA NEY@LARAMIECO UNTYWY.GOV
12/03/2024		Workflow	WYOMING STATE FIRE MARSHALL'S OFFICE	GENERAL	No Fire/Life Safety Permit required.	ANTHONY.FRIESE N@LARAMIECOUN TYWY.GOV
12/03/2024 CORRECT	12/03/2024	Workflow	COUNTY ASSESSOR REVIEW	DEFICIENCY	Title Box: this is in Section 13, T14N, R66W, not Sec 15	CANDICE.MCCART @LARAMIECOUNT YWY.GOV
12/05/2024	DOM PLANNEE	Workflow	PLAN REVIEW BY ENVIRONMENTA L HEALTH	GENERAL	If septic system is installed for business restroom, a commercial wastewater permit is required. If septic system is installed for I dog waste, a DEQ permit is required. For questions, contact Environmental Health (307) 633-4090.	TIFFANY.GAERTN ER@LARAMIECOU NTYWY.GOV
12/09/2024		Application	PZ-24-00105	GENERAL	No Comment	MANUEL.MUZQUIZ @LARAMIECOUNT YWY.GOV
12/10/2024 1. ACK 2. ACK 3. ACK		Workflow	PUBLIC WORKS REVIEW	GENERAL	 All comments from the review engineer shall be addressed. Any internal roadways on the site shall comply with the needs of emergency services. It is understood the residence and commercial facility will share the existing access. 	MOLLY.BENNETT @LARAMIECOUNT YWY.GOV

NOTES WORKS ACCES 4. PLEAS NOTES	E SEE PRE APP WHERE PUBLIC S APPROVED THE S AS IS E SEE PRE APP WHERE PUBLIC S APPROVED THE S AS IS	PZ-24-00105	GENERAL	 1.1 agree that a Drainage Study and Traffic Study is not warranted for this development. 2. The Title Block indicates this is located in Section 15. However, It should be changed to Section 13. 3.A rural commercial development requires the access road to be 24 wide. Currently the roadway varies between 10 and 13. 4. Please include labels for the radii for the access road to verify they are between 15 and 50 per the LCLUR. 5. Will there be a trash container included and, if so, where will it be located? 6. Per the LCLUR, the parking stalls shall be 20 in length unless the walkway in front of the stalls is widened to 6 and concrete wheel stops are added to each of the parking stalls/spaces. 	SCOTT.LARSON@ LARAMIECOUNTY WY.GOV
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12/20/2024		Application	PZ-24-00105	GENERAL	Previous comments have been addressed. No further comment.	LARAMIECOUNTY ATTORNEY@LARA MIECOUNTYWY.G OV

12/20/2024	12/20/2024	Application	PZ-24-00105	GENERAL	3rd Review - Previous comments have been addressed. No further comments at this time.	SCOTT.LARSON@ LARAMIECOUNTY WY.GOV
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From: C WOLF < <u>wolfcop14</u> Sent: Thursday, December To: Planning < <u>planning@la</u> Subject: Reference 6912 C Attention: This ema	26, 2024 6:51 AM ramiecountywy.gov>	<mark>1-County)</mark> email address. P	ease exercise cautic	on and/or verify	authenticity b	efore opening the	email/attach	nments/links fro	om an email yo	<mark>u aren't expec</mark>	cting.
We have visited with our Feel free to contact us if Sincerely, Chris and Sally Wolf 6718 Bison Run Loop Cheyenne, WY 82009 970-219-4479	r neighbors about this proposal and you have any questions.	we support it. We have no i	ssues with their plan	s for a dog boar	ding facility.						

Pho Pho	ane, WY 82 one (307) 6 - Appli only. Fee of t the pre-ap nents provi	966 Arch 2009 plan 33-4303 cation calculation plication ded by th	ner Pkwy ning@laramiec Fax (307) 63 Meeting ns are determin stage. he applicant to F	Sounty.com 3-4616 Notes red at the time of Planning may co	f application, and issues that arise
Date: 9 25. 24 Staff: TACC	CL.	OP .	76	Property (Owner: HURBES
Project Description: Des Roak	ENG ,	FACE	274		
Project Location/Address: 69/20	GIRI	STEN	SEN R	DAD	R#:001/220
ATTENDEES/AGENTS/PARTIES			ицан. Т		
Applicant Louis Hurbes		Phone Phone	7-768-	3842	Email <u>Churchis egnail- on</u> Email
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Other		Phone			Email
APPLICATION TYPE(S)	1.1				
□ Administrative Plat (Vacat □ Appeal □ Board Approval □ Home Occupation □ Family Exemption □ Preliminary Development □ Public Hearing – No Appro Required (Xmission lines, APPLICATION GUIDANCE ✓ Yes No ✓ Yes No	Plan oval O&G) Applica Copy c	ation Fe 7_5C of Pre-A	Application	Site Pla Site Pla Subdivis Subdivis Variance Zone Cl	nange es:
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LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT 3966 Archer Pkwy Cheyenne, WY 82009 planning@laramiecounty.com Phone (307) 633-4303 Fax (307) 633-4616



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	Pre-Application Meeting Notes V
🗆 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	Engineer Review – Paid by Applicant:
🗴 Yes 🗆 No 🗆 TBD	Acrua Cosr 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 Cons	sent 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:
V2 Yes □ No	Newspaper Legal Notice Required – Paid by Applicant:
🔀 Yes 🗆 No	Property Owner Notification Letter Required - Paid by Applicant:



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**

Miscellaneous Notes:

KEEP BARN FOR POSSEBLE FUTURE HOLSE BOARDENG. BUILD A NEW FACILITY FOR DOG BOARDENG POSSIBLY A 35×100' or 85' for BARN FOR BOARDENCE.

CURRENT ZONING ALLOWS FOR RENNELS WITH APPROVAL BY COUNTY COMMESSEUNES. APPLECANT WILL SUBMIT SITE PLAN APPLICATION AND AGENCIES REVIEW THEN APPROVAL BY CommESSEONERS,

ENVERONMENTAL HEALTH - IF SEPTEC SYSTEM IS PART OF THE PROJECT JUST FOR ANEMALS THE APPROVAL WILL BE D.E.Q. OR JUST ENVERONMENTAL HEAVEN. DRAZNOS ZN KENNELS CAN GO ONTO GLOWD IF WANT. CONTACT TERFANY AT ENVER. HEALTH AT 307-633-4090.

PUBLIC WORKS STED ACCESS IS SUFFICIENT FUL PROPOSED USE

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EXHIBIT A

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Applica			billed to the appli	application submittal 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
/ariance	\$600.00	\$26.00	Actual Cost	Actual Cost	Actual Cost
Femporary 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 exceed \$500		\$200 plus \$10.00	per lot without publ	ic sewer (not to
Community Facility Fees			district or serviced imum \$250.00	by a district: \$500.0	0 per acre, rounde
Community Facility Fees			r district with no pust. 1 acre. Minimu	ublic water/sewer se im \$25.00	rvices: \$50.00 per
Public Safety Fees	Land within a	any water and		r serviced by a publi	c water system sha
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.

Traffic Study Waiver Request Criteria

3-5-105a. Requirements

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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.



November 25, 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 site plan of Tract 8, Stearns Subdivision.

Steil Surveying Services, agent for the owner, intends to to do a site plan of 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 site plan is 9.85 acres. The disturbed site area is less than 2 acres.

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,

Micheel J. Harron

Shane Hansen Director Planning and Development Steil Surveying Services, LLC <u>shansen@steilsurvey.com</u>

RESOLUTION #

A RESOLUTION FOR BOARD APPROVAL FOR A DOG BOARDING KENNEL FACILITY USE, LOCATED ON TRACT 8, STEARNS SUBDIVISION, SITUATED IN THE E ½ NE ½, SECTION 15, TI4N, R66W, OF THE 6TH P.M., 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 Laramic 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 4-2-101 governing the A1 – Agricultural and Rural 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 4-2-101 of the Laramic County Land Use Regulations governing the A1 – Agricultural and Rural Residential Zone District.

And the Board approves the dog boarding kennel facility use located on Tract 8, Stearns Subdivision, Situated in the E ½ NE 1/4, Section 15, T14N,., R66W, of the 6th P.M., Laramie County, WY, as shown on the attached 'Exhibit A' – Site Plan Map.

PRESENTED, READ, PASSED, this 21 day of Jan , 2025.

LARAMIE COUNTY BOARD OF COMMISSIONERS

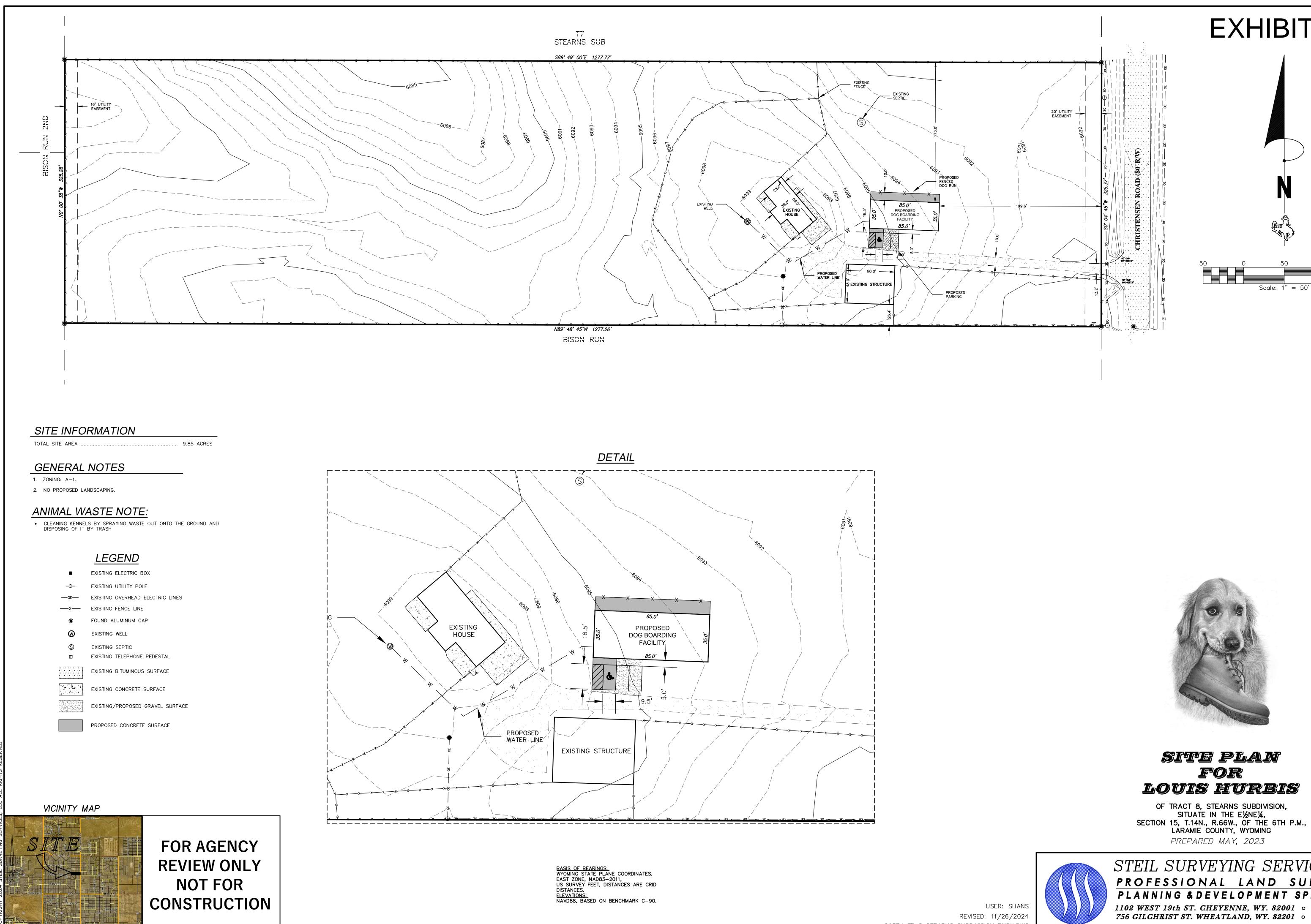
ATTEST:

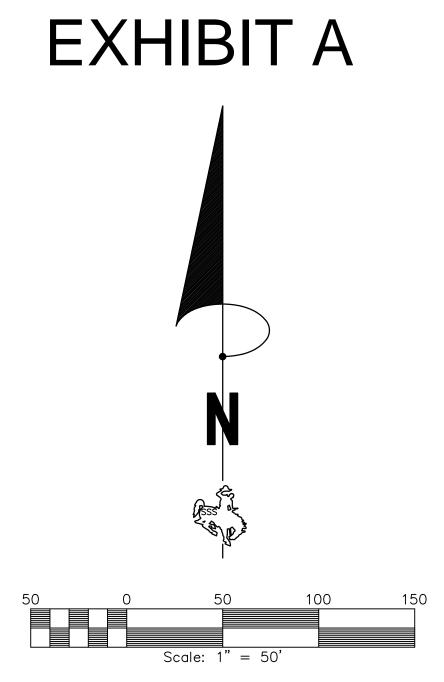
Gunnar Malm. Chairman

Debra K. Lee, Laramie County Clerk

Reviewed and approved as to form:

Laramie County Attorney's Office





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