



## LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

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Planning • Building

### MEMORANDUM

**TO:** Laramie County Board of Commissioners

**FROM:** Bryce Hamilton, Associate Planner

**DATE:** April 2nd, 2024

**TITLE:** PUBLIC HEARING regarding a Vacation of Lot 3, Block 9, Rolling Hills Estates 3<sup>rd</sup> Filing, Laramie County, WY, and Zone Change from NB to P for Tract 2, Metzler Park, Laramie County, WY.

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### EXECUTIVE SUMMARY

Steil Surveying, on behalf of Candido Izaguirre and the Laramie County Fire Authority, has submitted Administrative Plat and Zone Change Applications for this property located in the Rolling Hills Estates Subdivision near the intersection of Round Top Road and Happy Jack Road. The application asks to vacate Lot 3, Block 9 of Rolling Hills Estates 3<sup>rd</sup> Filing, redraw the lot lines, and rezone the resulting northern parcel from NB – Neighborhood Business to P – Public, which would allow a fire station to be built on the property.

### BACKGROUND

The property is currently assessed as residential vacant land and is located within the NB – Neighborhood Business Zone District. It is accessed on the north side from Treadway Trail and on the south side from McKinney Drive. The administrative plat known as Metzler Park would extend the east-west lot line to the adjacent property to the west and eliminate the north-south lot line between the parcel directly on the corner of Round Top and Happy Jack Roads. The resulting northern parcel is the portion of the existing parcel to which the Zone Change would apply. The Board approved Rolling Hills Estates 3<sup>rd</sup> Filing on May 11<sup>th</sup>, 1976, and must vacate it for the administrative plat to be approved.

Pertinent Laramie County Land Use Regulations include:

- Section 2-1-101(m)**, governing Board vacation of a subdivision plat.
- Section 1-2-103(b)**, governing the criteria for a zone map amendment.
- Section 4-2-106**, governing the NB – Neighborhood Business Zone District.
- Section 4-2-110**, governing the P – Public Zone District.

## **DISCUSSION**

The Laramie County Comprehensive Plan identifies the area as URI - Urban Rural Interface, 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.

PlanCheyenne designates this area as MU-E – Mixed Use Employment Campus. The Mixed-Use Employment Campus is intended to include a variety of uses, with a focus on employment designed in a business campus setting. Many of the Mixed-Use Employment Campuses in the community (e.g. portions of Swan Ranch) are in the early stages of development or are established (e.g. North Range Business Park, and Cheyenne Business Parkway), but still have many sites available. The primary uses anticipated are office and light industry in a campus setting, which should include open space, parks and plazas, and pedestrian walkways. Retail and services are an important secondary component to creating a functional business campus. Places of worship and other public or civic uses (such as fire stations) are also appropriate.

The subject properties are bordered by the PUD – Planned Unit Development Zone District to the north and south, AR – Agricultural Residential to the east, and HR – High Density Residential Zone District the west. The average lot size for the surrounding area is roughly 3 acres with surrounding uses being a mixture of light industrial and residential. The change in zone district from NB to P is requested to allow for a new fire station to be built by the Laramie County Fire Authority.

Section 1-2-103 (b) of the Laramie County Land Use Regulations specifies that in order to recommend approval of this zone change, the Planning Commission must find at least one of the following:

- i. That the zoning district map amendments or regulations are consistent with plans and policies of Laramie County; or
- ii. That the original zoning classification given to the property was inappropriate or improper; or
- iii. That there have been changes of an economic, physical or social nature within the area involved which altered the basic character of such area, and that the amendment will not detrimentally affect the area involved.

Criteria i. is met by the type of development proposed comports with the Laramie County Comprehensive Plan and PlanCheyenne, and by meeting all of Planning's application criteria. The use proposed is public in nature, and thus comports with plans for the area. Planning Commission found that criteria i. was met and voted 5-0 at its March 14<sup>th</sup> meeting to recommend approval of the zone change.

Agency review comments had little substantive commentary and were overall supportive in terms of plans for the area. One comment expressed concern that the Zone Change would leave a

parcel with multiple zoning designations (something the County actively tries to avoid), but the Administrative Plat for Metzler Park will be recorded prior to the Zone Change and thus the portion being rezoned will be a separate parcel at the time of recordation.

Public notice was provided per Section 1-2-104 of the Land Use Regulations. Because the property has four (4) road frontages and required four (4) development action signs as a result, planning staff received numerous phone calls from the public regarding the proposal. All ended in support for the project after discovery that a fire station was to be built on the property and none desired to leave written commentary.

### **RECOMMENDATION and FINDINGS**

**Based on evidence provided for the vacation and administrative plat, staff recommends the Board find that:**

- a. This application meets the criteria for vacation of a plat pursuant to **Section 2-1-101(m)** of the Laramie County Land Use Regulations.
- b. The application fulfills the intent of **Wyoming State Statute 34-12-108** as it does not abridge any of the rights of properties situated in the same subdivision.

**and that the Board may approve the Vacation of Lot 3, Block 9, Rolling Hills Estates 3<sup>rd</sup> Filing, to become effective upon recordation of the Administrative Plat known as Metzler Park.**

**Based on evidence provided for the zone change request, staff recommends the Board find that:**

- c. This application meets the criteria for a zone map amendment pursuant to section 1-2-103(b) of the Laramie County Land Use Regulations.
- d. The proposed change in zone district is in conformance with the requirements of section 4-2-110 of the Laramie County Land Use Regulations.

**And that the Board may approve a Zone Change from NB to P for Tract 2, Metzler Park, Laramie County, WY.**

### **PROPOSED MOTION – ZONE CHANGE**

**I move to adopt the findings of facts a, b, c, and d of the staff report and to approve the vacation of Lot 3, Block 9, Rolling Hills Estates 3<sup>rd</sup> Filing, approve the Administrative Plat known as Metzler Park, and approve a Zone Change from NB to P for Tract 2, Metzler Park.**

## **ATTACHMENTS**

- Attachment 1: Location Map**
- Attachment 2: Applicant Narrative**
- Attachment 3: Combined Agency Comments Report with Applicant Responses**
- Attachment 4: Administrative Plat for Metzler Park, revised 3/1/24**
- Attachment 5: Resolution**
- Attachment 6: Resolution 'Exhibit A' - Zone Change Map**

**Laramie County Wyoming  
MapServer**

PZ-24-00014

Metzler Park Zone Change

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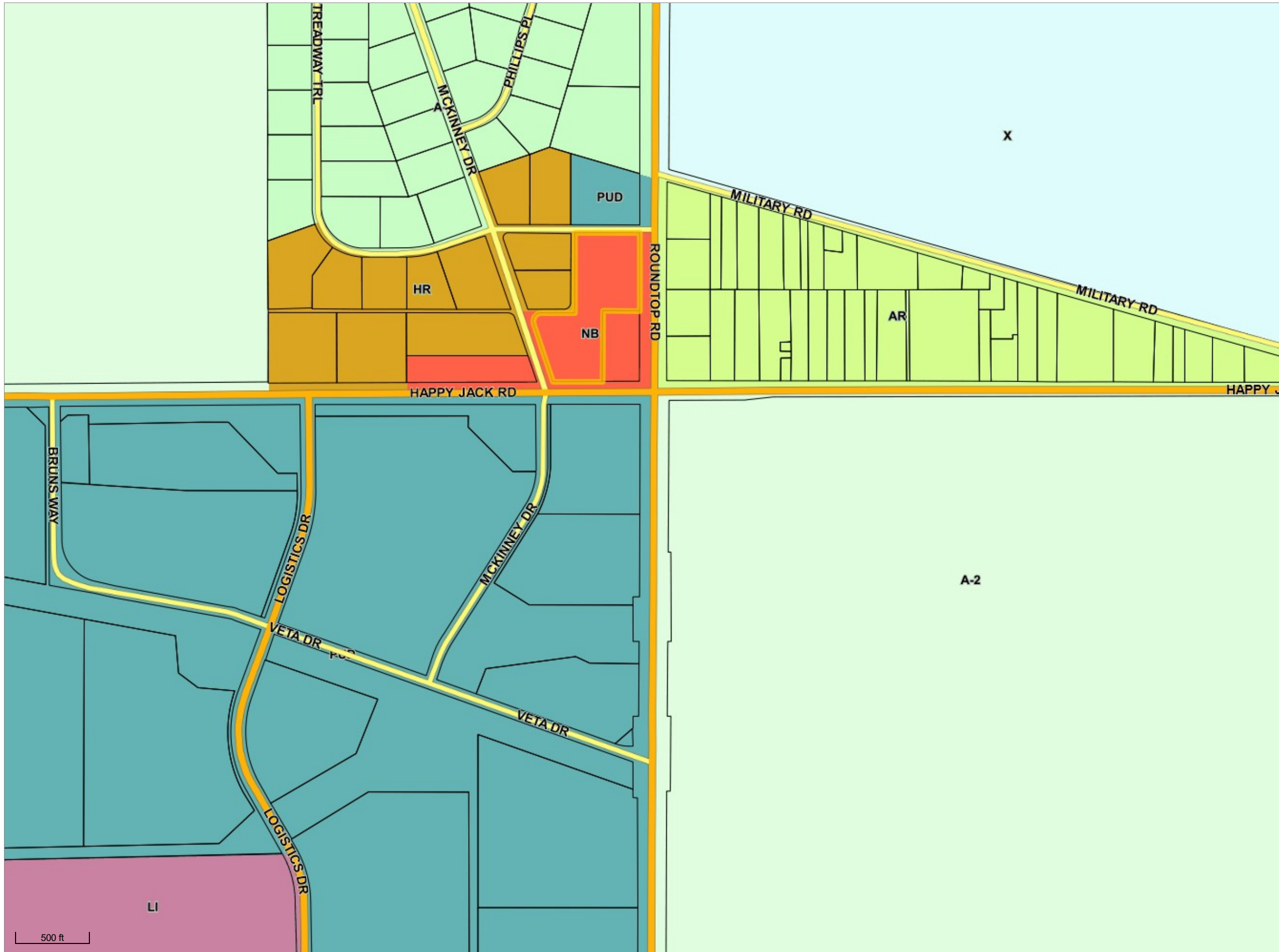
Zoning:  
Current - NB  
Proposed - P

AMEC:  
Zone 2

Comp Plan:  
URI - Urban Rural Interface

PlanCheyenne:  
MU-E

Fire District:  
LCFA



- Interstate
- Major Road
- imps only
- HR
- MR
- LR
- NR-2
- NR-3
- AR
- A-1
- A-2
- AG
- MUR
- CBD
- CB
- NB
- MU
- MUB
- MUE
- HI
- LI
- P
- AD
- PUD
- X



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 3/7/2024

500 ft



**January 29, 2024**

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

**InRe: LETTER OF JUSTIFICATION – ZONE CHANGE - Tract 2, Metzler park**

Steil Surveying Services, agent for the owner, intends to change the zoning of the aforementioned parcel from NB to P. The zone change from NB to P is for LCFA use as a future Fire Station.

The overall density is 5.34 acres.

Please contact me with any questions or concerns.

A handwritten signature in blue ink that reads "Michael S. Hansen". The signature is fluid and cursive, with the first letters of each word being capitalized and prominent.

Shane Hansen

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

# Permit Notes

**Permit Number:** PZ-24-00014

**Parcel Number:** 14673340900100

**Submitted:** 01/29/2024

**Applicant:** HANSEN, MICHEAL SHANE

**Site Address:** UNKNOWN

**Technically Complete:** 01/29/2024

**Owner:** IZAGUIRRE, CANDIDO

Laramie County, WY 00000

**Approved:**  
**Issued:**

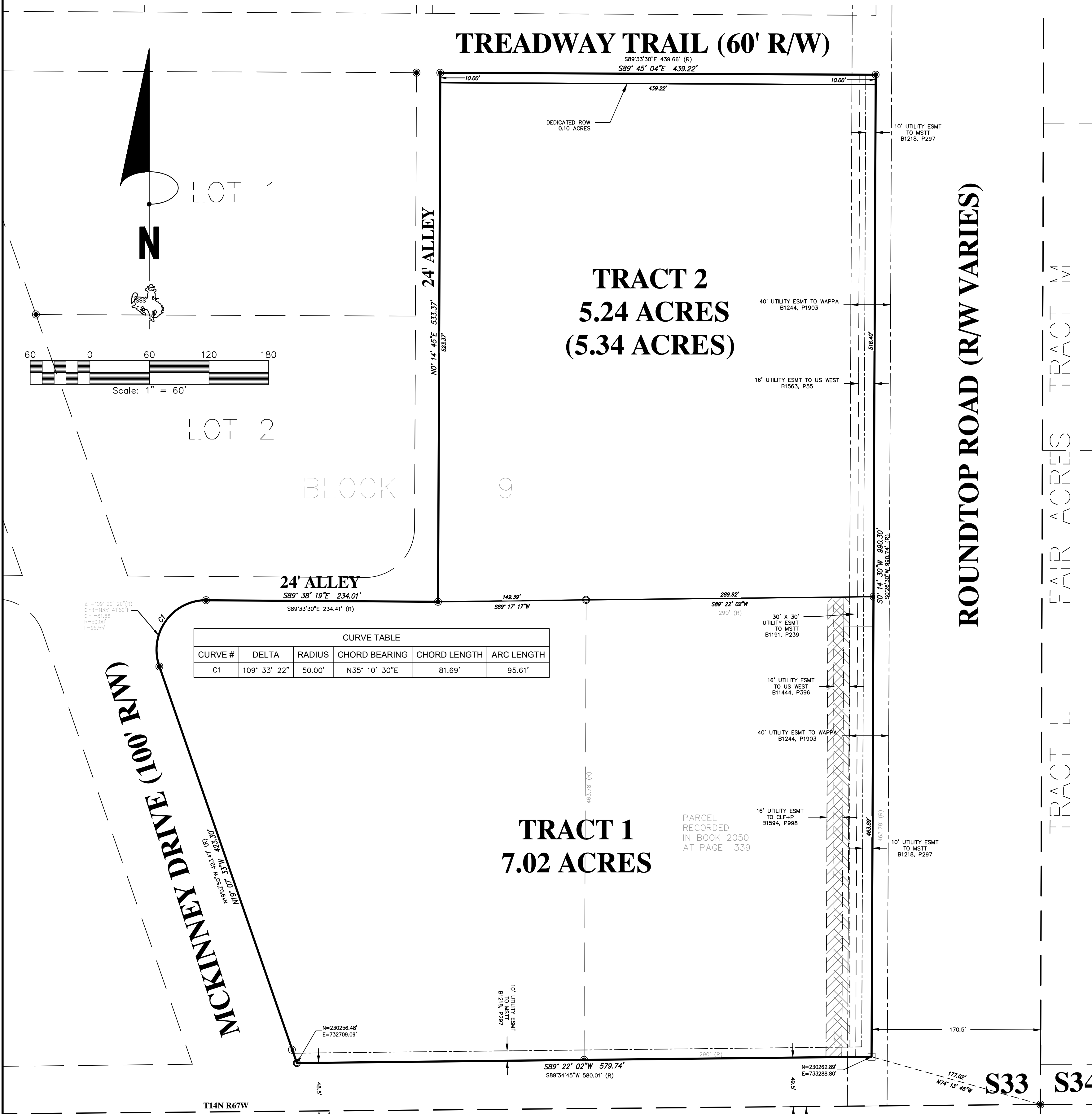
**Project Description:** zone change from nb to p

| <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>                      |
|-------------------|-----------------|--------------------|------------------------------------|------------------|--|--|
| 01/29/2024        |                 | Application        | PZ-24-00014                        | GENERAL          | SEE ALSO PZ-24-00013. LEGAL AD, MAILING, SIGN FEES ALL ASSESSED ON PZ-24-00013. LCPC 3/14, BOCC 4/2.   | BRYCE.HAMILTON@LARAMIECOUNTY.WY.GOV    |
| 02/13/2024        |                 | Application        | PZ-24-00014                        | GENERAL          | 2023 taxes paid in full  | TAMMY.DEISCH@LARAMIECOUNTY.WY.GOV      |
| 02/13/2024        |                 | Application        | PZ-24-00014                        | GENERAL          | Public facilities are not specifically located by the future land use plan, and are appropriate to locate in pretty much any future land use designation. The P zone supports public facilities. | SETH.LLOYD@LARAMIECOUNTY.WY.GOV        |
| 02/14/2024        |                 | Application        | PZ-24-00014                        | GENERAL          | no comment   | MATTHEW.BUTLER@LARAMIECOUNTY.WY.GOV    |
| 02/15/2024        |                 | Application        | PZ-24-00014                        | GENERAL          | 1.No Comment for Zone Change.  | CHRISTOPHER.YANEY@LARAMIECOUNTY.WY.GOV |
| 02/15/2024        |                 | Workflow           | COUNTY ASSESSOR REVIEW             | GENERAL          | No comment.  | CANDICE.MCCART@LARAMIECOUNTY.WY.GOV    |
| 02/17/2024        |                 | Application        | PZ-24-00014                        | GENERAL          | No comment   | MANUEL.MUZQUIZ@LARAMIECOUNTY.WY.GOV    |
| 02/21/2024        |                 | Workflow           | GIS REVIEW                         | GENERAL          | The legal description for this zone change doesn't currently exist. The land is a portion of Lot 3, Block 9 of Rolling Hills Estates 03.   | CAMBIA.MCCOLLOM@LARAMIECOUNTY.WY.GOV   |
| 02/29/2024        |                 | Workflow           | PLAN REVIEW BY PLANNING AND ZONING | GENERAL          | Planning review 1:<br><br>1. Please address all agency comments.   | BRYCE.HAMILTON@LARAMIECOUNTY.WY.GOV    |

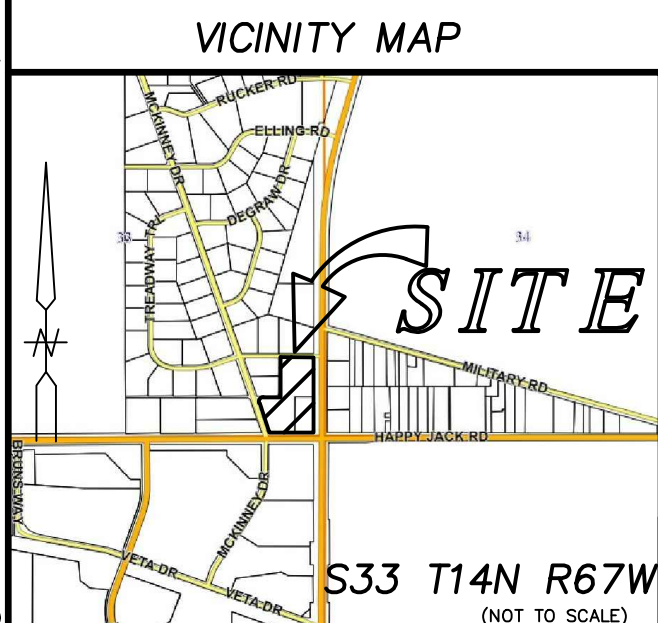
ZC AND PLAT ARE RUNNING CONCURRENTLY

ACKNOWLEDGED

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



| CURVE # | DELTA        | RADIUS | CHORD BEARING | CHORD LENGTH | ARC LENGTH |
|---------|--------------|--------|---------------|--------------|------------|
| C1      | 109° 33' 22" | 50.00' | N35° 10' 30"E | 81.69'       | 95.61'     |



HAPPY JACK ROAD (R/W VARIES)

ROUNDTOP ROAD (R/W VARIES)

TRACT 3 (5.24 ACRES) TRACT 2 (5.34 ACRES) TRACT 1 (7.02 ACRES)

**DEDICATION**

KNOW ALL PERSONS BY THESE PRESENTS THAT:  
 Candido Izaguirre, owner in fee simple of Lot 3, Block 9, Rolling Hills Estates, Third Filing, according to the official plat filed for record July 30, 1976 in Plat Cabinet 4, Slot 222, of the records of Laramie County, Wyoming, LESS that portion more particularly described as follows:  
 Beginning at the Southeast corner of said Lot 3, which point is marked by Wyoming Highway Department Concrete Right of Way marker; thence S. 89° 34' 45" W., along the South boundary of said Lot 3, a distance of 290.00 feet to a point marked by a No. 5 rebar with aluminum cap attached; thence N. 0° 26' 30" E., parallel to the East boundary of said Lot 3, a distance of 463.78 feet to a point marked by a No. 5 rebar with an aluminum cap attached; thence N. 89° 34' 45" E., parallel to the South boundary of said Lot 3, a distance of 290.00 feet to a point on the East boundary of said Lot 3, said point being marked by a No. 5 rebar with an aluminum cap attached; thence S. 0° 26' 30" W., along the East boundary of said Lot 3, a distance of 463.78 feet to the point of beginning.

AND

The Metzler Family Revocable Trust, dated September 2, 2003, owners in fee simple of All that portion of Lot 3, Block 9, Rolling Hills Estates, Third Filing, a Subdivision in the E1/2 of Section 33, Township 14 North, Range 67 West of the 6th P.M., Laramie County, Wyoming, being described as follows:

Beginning at the Southeast corner of said Lot 3, which point is marked by the Wyoming Highway Department Concrete Right of Way Marker; thence S. 89°34'45"W., along the South boundary of said Lot 3, a distance of 290.00 feet to a point marked by a No. 5 Rebar with an Aluminum Cap attached; Thence N. 0°26'30"E. parallel to the East boundary of said Lot 3, a distance of 463.78 feet to a point marked by a No. 5 Rebar with an Aluminum Cap attached; Thence N. 89°34'45"E., parallel to the South boundary of said Lot 3, a distance of 290.00 feet to a point on the East boundary of said Lot 3, said point marked by a No. 5 Rebar with an Aluminum Cap attached; Thence S. 0°26'30"W., along the East boundary of said Lot 3, a distance of 463.78 feet to the point of beginning.

Have caused the same to be surveyed, vacated and re-platted to be known as METZLER PARK, and do hereby declare the subdivision of said land as it appears on this plat, to be their free act and deed and in accordance with their desires.

Candido Izaguirre

Ann M. Metzler, Trustee, Metzler Family Revocable Trust, dated September 2, 2003.

**OWNER ACKNOWLEDGEMENT**

STATE OF WYOMING }  
 COUNTY OF LARAMIE } SS  
 The foregoing instrument was acknowledged before me this \_\_\_ day of \_\_\_ 2024, by Candido Izaguirre.

Notary Public, Laramie County, Wyoming

My Commission Expires: \_\_\_\_\_

**OWNER ACKNOWLEDGEMENT**

STATE OF WYOMING }  
 COUNTY OF LARAMIE } SS  
 The foregoing instrument was acknowledged before me this \_\_\_ day of \_\_\_ 2024, by Ann M. Metzler, Trustee, Metzler Family Revocable Trust, dated September 2, 2003.

Notary Public, Laramie County, Wyoming

My Commission Expires: \_\_\_\_\_

**APPROVALS**

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

Chairman ATTEST: County Clerk

Approved by the Laramie County Planning Director this \_\_\_ day of \_\_\_ 2024.

Justin Arnold, Planning Director, Laramie County, Wyoming

Approved by the Director of Laramie County Public Works this \_\_\_ day of \_\_\_ 2024.

Molly Bennett, Director of Public Works, Laramie County, Wyoming

**GENERAL NOTES**

- BASIS OF BEARINGS - WYOMING STATE PLANE COORDINATES EAST ZONE, NAD83-2011, US SURVEY FEET. GRID DISTANCES, SITE COMBINATION FACTOR = 0.9996493564.
- ALL UNMONUMENTED LOT CORNERS, ANGLE POINTS, AND POINTS OF CURVATURE TO BE MONUMENTED WITH 1/2" ALUMINUM CAP STAMPED "SSS P.L.S. 5910" ON 3/4"x24" REBAR.
- NO PORTION OF THE LAND CONTAINED WITHIN THE PLAT IS ENCUMBERED BY A 100-YEAR FEMA SPECIAL FLOOD HAZARD AREA (SFHA), PER F.I.R.M. Panel No. 56021C069F, DATED JANUARY 17, 2007.
- THE SUBJECT PROPERTY DOES NOT FALL WITHIN THE CWPP.

**VACATION STATEMENT**

IT IS THE INTENT OF THIS REPLAT TO VACATE ALL OF LOT 3, BLOCK 9, ROLLING HILLS ESTATES 3RD FILING, SITUATE IN A PORTION OF THE SE, OF SECTION 33, T14N, R67W, 6th P.M., LARAMIE COUNTY, WYOMING. ALL EXISTING EASEMENTS TO REMAIN.

**LEGEND**

- SET 1 1/2" ALUMINUM CAP STAMPED "SSS P.L.S. 5910" ON 3/4" x 24" REBAR
- FOUND ALUMINUM CAP
- FOUND W.D.O.T. R/W MONUMENT
- FOUND 3/4" REBAR



**METZLER PARK**

AN ADMINISTRATIVE REPLAT OF ALL OF LOT 3, BLOCK 9, ROLLING HILLS ESTATES 3RD FILING, SITUATE IN THE SE 1/4 OF SECTION 33, T14N, R67W, OF THE 6TH P.M., LARAMIE COUNTY, WYOMING

PREPARED DECEMBER 2023

**CERTIFICATE OF SURVEYOR**

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

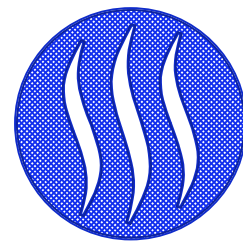
FILING RECORD

**STEIL SURVEYING SERVICES, LLC**  
 PROFESSIONAL LAND SURVEYORS  
 PLANNING & DEVELOPMENT SPECIALISTS  
 1102 WEST 19th ST. CHEYENNE, WY. 82001 • (307) 634-7273  
 756 GILCHRIST ST. WHEATLAND, WY. 82201 • (307) 322-9789  
 www.SteilSurvey.com • info@SteilSurvey.com

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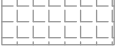
USER: SHANSEN  
 REVISED: 3/1/2024  
 23375 IZAGUIRRE ROLLING HILLS EST BND.DWG



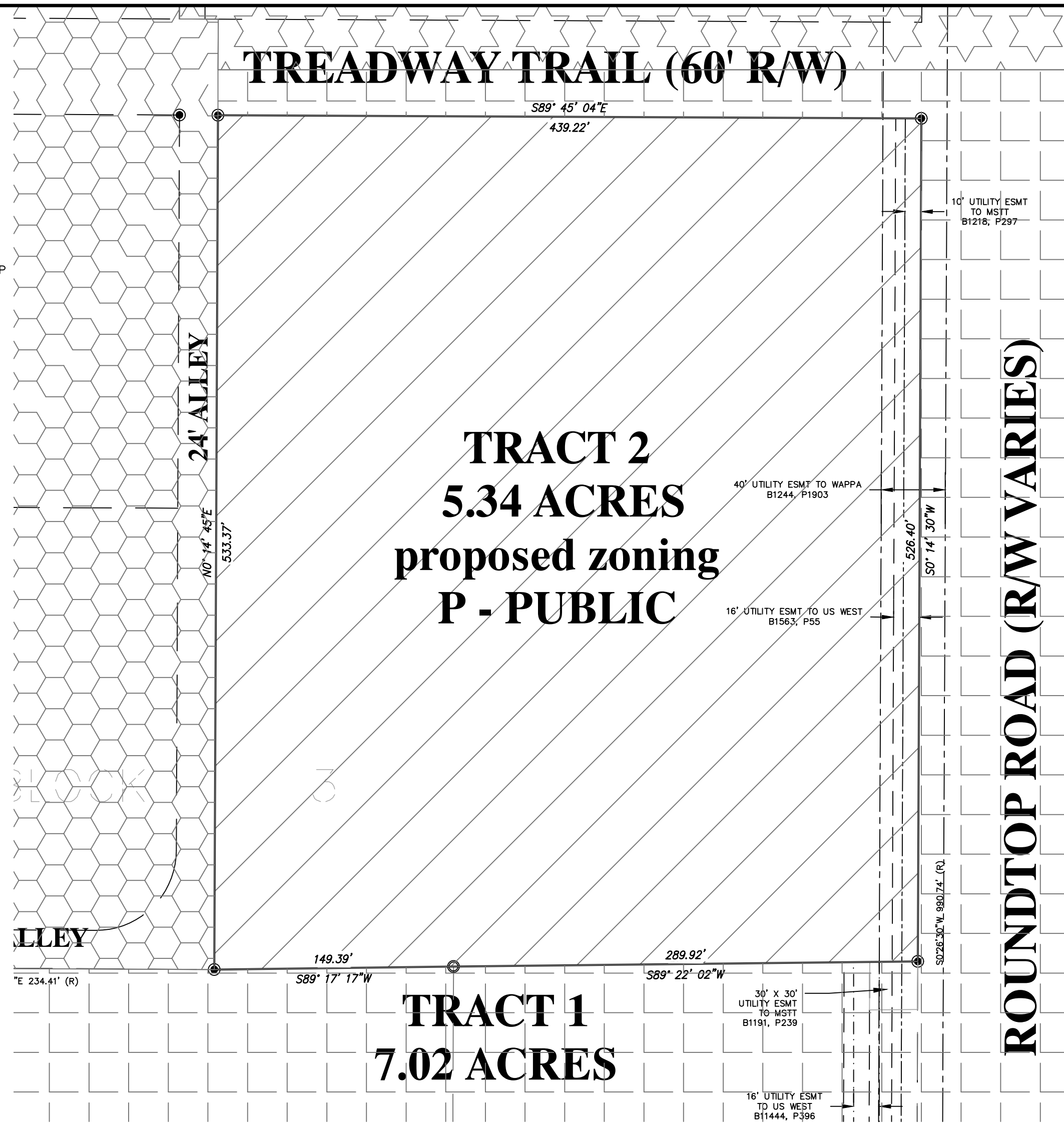
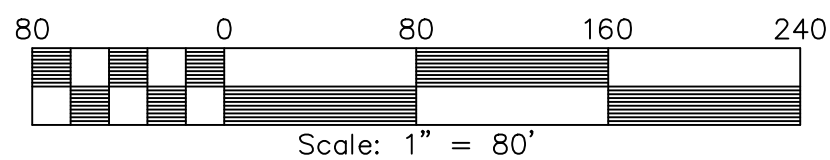
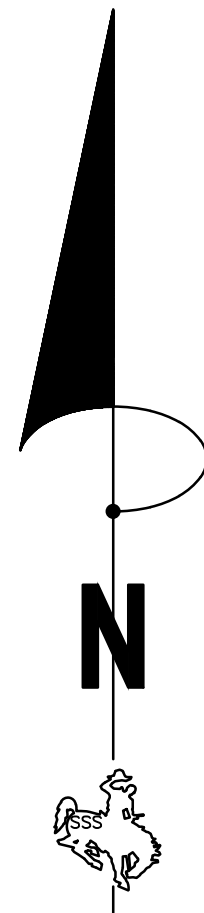


**STEIL SURVEYING SERVICES, LLC**  
**PROFESSIONAL LAND SURVEYORS**  
**PLANNING & DEVELOPMENT SPECIALISTS**  
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 756 GILCHRIST ST. WHEATLAND, WY. 82201 ◦ (307) 322-9789  
 www.SteilSurvey.com ◦ info@SteilSurvey.com

**LEGEND**

-  EXISTING ZONING PUD
-  EXISTING ZONING HR
-  PROPOSED ZONING P
-  EXISTING ZONING NB

EXISTING ZONING - NB  
 PROPOSED ZONING - P



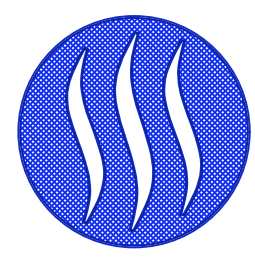
**ROUNDTOP ROAD (R/W VARIES)**

**TRACT 2**  
**5.34 ACRES**  
 proposed zoning  
**P - PUBLIC**

**TRACT 1**  
**7.02 ACRES**

**ZONE CHANGE EXHIBIT**

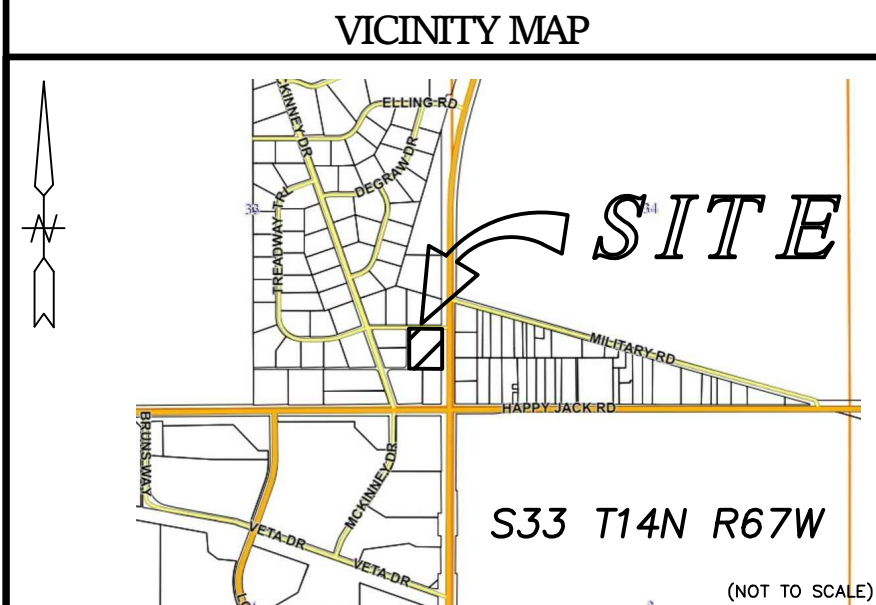
FOR TRACT 2,  
 METZLER PARK,  
 LARAMIE COUNTY, WYOMING  
 PREPARED JANUARY 2024



**STEIL SURVEYING SERVICES, LLC**  
**PROFESSIONAL LAND SURVEYORS**  
**PLANNING & DEVELOPMENT SPECIALISTS**  
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REVISED: 3/1/2024  
 23375 ZC.DWG

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

**A RESOLUTION TO APPROVE A VACATION OF LOT 3, BLOCK 9, ROLLING HILLS ESTATES 3<sup>RD</sup> FILING, TO APPROVE THE ADMINISTRATIVE PLAT KNOWN AS METZLER PARK, AND TO APPROVE A CHANGE IN ZONE DISTRICT FROM NB TO P FOR TRACT 2, METZLER PARK.**

**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 previously adopted the Laramie County Land Use Regulations; and

**WHEREAS**, the proposed Vacation is in accordance with W.S. §34-12-106 to §34-12-111; and

**WHEREAS**, the proposed Vacation is in accordance with the Laramie County Land Use Regulations, Section 2-1-102 (m); and

**WHEREAS**, this resolution shall vacate Lot 3, Block 9, Rolling Hills Estates 3<sup>rd</sup> Filing; and

**WHEREAS**, the proposed zone change is in conformance with the requirements of section 1-2-103(b) of the Laramie County Land Use Regulations; and

**WHEREAS**, the proposed zone change is in conformance with the requirements of section 4-2-110 of the Laramie County Land Use Regulations.

**NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF LARAMIE COUNTY, WYOMING**, as follows:

The Laramie County Board of Commissioners finds that:

- a. The application is in conformance with W.S. §34-12-106 to §34-12-111.
- b. The application is in conformance with Section 2-1-102(m) of the Laramie County Land Use Regulations.
- c. The vacation has been submitted to create an Administrative Plat known as Metzler Park.
- d. This vacation will become effective only upon recording of the Administrative Plat
- e. known as Metzler Park.
- f. This application meets the criteria for a zone map amendment pursuant to section 1-2-103(b) of the Laramie County Land Use Regulations.
- g. The proposed change is in conformance with the requirements of section 4-2-110 of the Laramie County Land Use Regulations.

**And the Board approves the vacation of Lot 3, Block 9, Rolling Hills Estates 3<sup>rd</sup> Filing, to become effective upon the recording of the Administrative Plat known as Metzler Park, and approves the Zone Change from NB to P for Tract 2, Metzler Park, as shown on the attached 'Exhibit A' – Zone Change Map.**

**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