



# LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

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Planning • Building

## MEMORANDUM

**TO:** Laramie County Board of Commissioners

**FROM:** Seth Frentheway, Associate Planner

**DATE:** June 19, 2018

**TITLE:** Review and action of a Subdivision Permit and Plat for Sullivan Subdivision, 2<sup>nd</sup> Filing, a replat of Tract 3, Sullivan Subdivision, Laramie County, WY.

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### EXECUTIVE SUMMARY

Steil Surveying Services, LLC, on behalf of J Pat Sullivan Et Ux c/o Jack Stadel, Stadel Construction, has submitted a Subdivision Permit and Plat application for Sullivan Subdivision, 2<sup>nd</sup> Filing, located southeast of Glencoe Dr. & Westedt Road. The application has been submitted for the purpose of subdividing the existing parcel into three (3) separate tracts to prepare for single-family residential development.

### BACKGROUND

Subdivision of the existing property of 17.38 acres would result in three separate tracts averaging 5.79 acres. Tracts 2 and 3 will be accessed from Westedt Road with a shared 40ft ingress/egress easement, which will also be used for drainage and emergency access purposes. This easement will traverse Tracts 2 and 3 to allow access to Tract 1 from Westedt Road.

### **Pertinent Regulations**

**Section 2-1-101** (a-e) of the Laramie County Land Use Regulations governing the criteria for a subdivision permit and plat.

**Section 4-2-100** of the Laramie County Land Use Regulations, governing the AR (Agricultural Residential) zone district.

## **DISCUSSION**

On May 1<sup>st</sup>, 2018 the Laramie County Board of Commissioners approved a zone change from A1 (Agricultural and Rural Residential) to AR (Agricultural Residential) for this property. The proposed lot acreage is in conformance with the minimum area required for tracts in the AR zone district. The surrounding tracts range in size from 5 to 10 acres with an emphasis on agriculture.

The Laramie County Comprehensive Plan identifies the area as Rural Metro (RM). The Rural Metro area is located generally outside the Urban Interface of Cheyenne. Where possible, shared systems and denser residential uses should be encouraged. Average residential developments may be 2.5 – 5 acres depending on availability of services.

PlanCheyenne categorizes this property as Rural Residential (RR). Areas designated as Rural Residential provided a gradual transition from the urbanized areas of the Cheyenne Area to the rural areas on the periphery, with a mix of rural and residential uses. The primary uses of single-family residences with an emphasis on agricultural is encouraged.

Public notice was published and neighbor notice letters were sent by certified mail. Staff received no comments from adjacent landowners. Staff received a revised plat submitted May 15, 2018, a copy of which is attached.

The revised plat reflects a change in ownership based on the warranty deed submitted at the same time, which was recorded on May 2, 2018. The new owner, Triple Dot Capital Investments LLC, is also represented by Jack Stadel.

Staff finds the proposed Subdivision Permit and Plat is in conformance with the plans and policies of the Laramie County Comprehensive Plan, and the Laramie County Land Use Regulations.

The Laramie County Planning Commission held a public hearing of this application on May 24<sup>th</sup>, 2018. No public comment was received. The Planning Commission voted 3 – 0 to recommend approval of this application to the Board with conditions. Applicant has since addressed all clerical issues on the plat satisfying the conditions of the Planning Commission.

The attached resolution shall serve as the Subdivision Permit upon approval by the Board.

## **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 4-2-100 of the Laramie County Land Use Regulations.

**and that the Board approve the Subdivision Permit and Plat for Sullivan Subdivision, 2<sup>nd</sup> Filing with no conditions.**

**PROPOSED MOTION**

**I move to recommend that the Board approve the Subdivision Permit and Plat for Sullivan Subdivision 2<sup>nd</sup> Filing and adopt the findings of facts a and b of the staff report.**

**ATTACHMENTS**

**Attachment 1: Aerial Map**

**Attachment 2: Comprehensive Plan Map**

**Attachment 3: PlanCheyenne Map**

**Attachment 4: Current Zoning Map**

**Attachment 5: Agency Review Comments**

**Attachment 6: Warranty Deed – submitted May 15, 2018**

**Attachment 7: Planning Commission Meeting Minutes**

**Attachment 8: Resolution**

**Attachment 9: Plat – Revised May 15, 2018**

# Laramie County, Wyoming



Sullivan Subdivision  
2nd Filing

Subdivision Permit  
&  
Plat

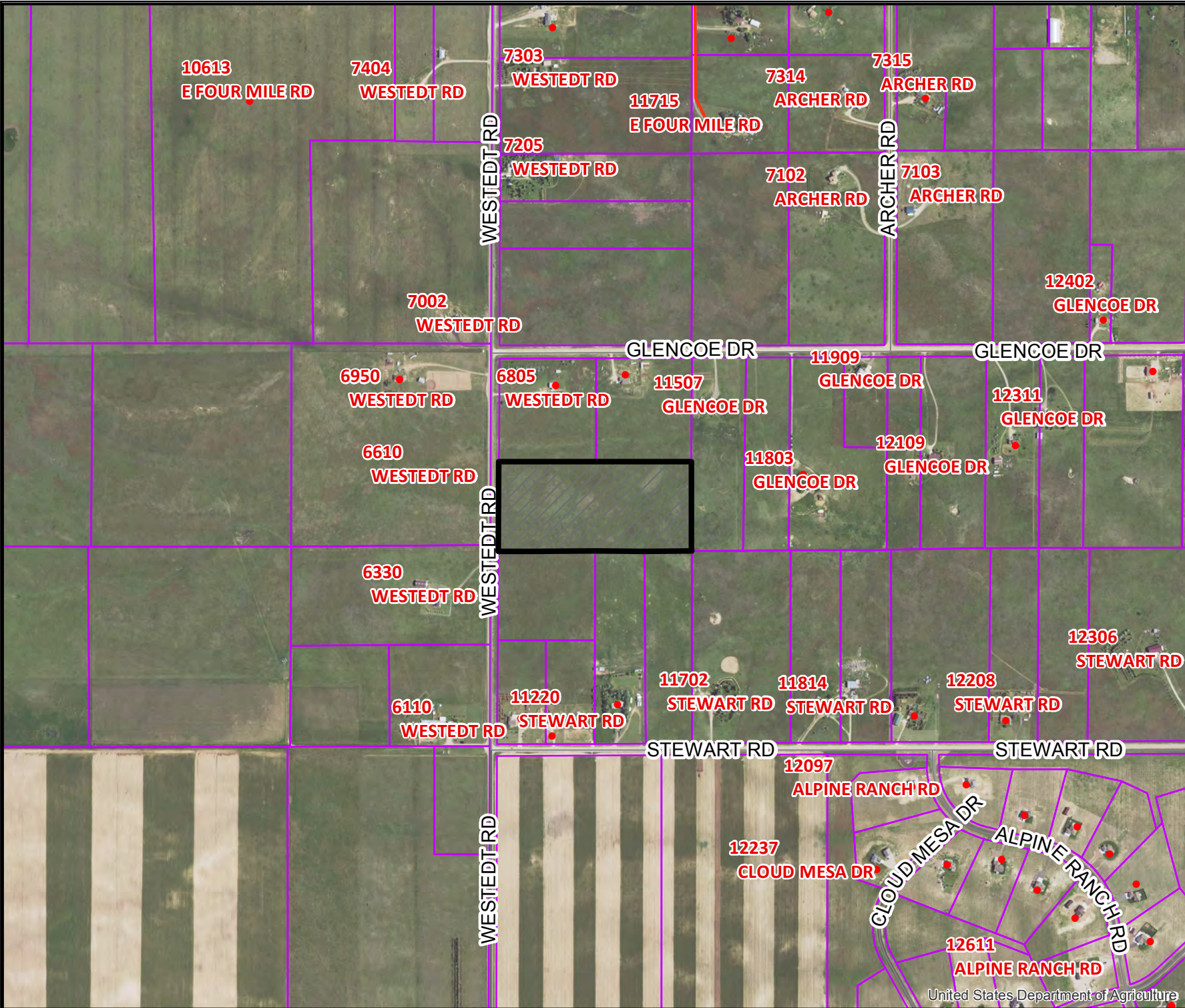
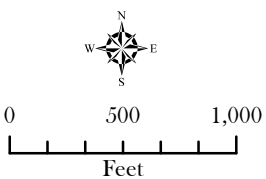
PZ-18-00090

Aerial Map

## Legend

- Addresses
- Interstate
- Arterial
- Collector
- Local
- Platted, Not Built
- Private
- Subject Property

Printed on March 22, 2018



United States Department of Agriculture

This map is made possible through the Cheyenne and Laramie County Cooperative GIS Program (CLCCGIS). The data contained herein was collected for its use and is for display and planning purposes only. The CLCCGIS will not be held liable as to the validity, correctness, accuracy, completeness, and/or reliability of the data. The CLCCGIS furthermore assumes no liability associated with the use or misuse of this information.

# Laramie County, Wyoming



Sullivan Subdivision  
2nd Filing

Subdivision Permit  
&  
Plat

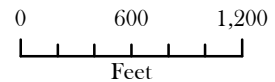
PZ-18-00090

Comprehensive Plan

## Legend

- Interstate
- Arterial
- Collector
- Local
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- Subject Property

Printed on March 22, 2018



E FOUR MILE RD E FOUR MILE RD E FOUR MILE RD E FOUR MILE RD E FOUR MILE RD E FOUR MILE RD

WESTEDT RD

ARCHER RD

GRACE RD

RM

GLENCOE DR

GLENCOE DR

WESTEDT RD

GRACE RD

RAI

STEWART RD

STEWART RD

### Future Land Use Districts

#### OTHER

- Urban-Rural Interface (URI)
- Rural Metro (RM)
- Rural Ag Interface (RAI)
- Ag & Range Land (AGR)

URI

ALPINE RANCH RD  
CLOUD MESA DR  
CLOUD MESA DR

United States Department of Agriculture

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# Laramie County, Wyoming



**Sullivan Subdivision  
2nd Filing**

**Subdivision Permit  
&  
Plat**

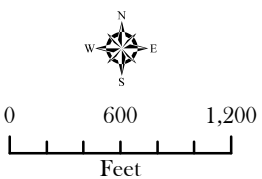
**PZ-18-00090**

**PlanCheyenne Map**

## Legend

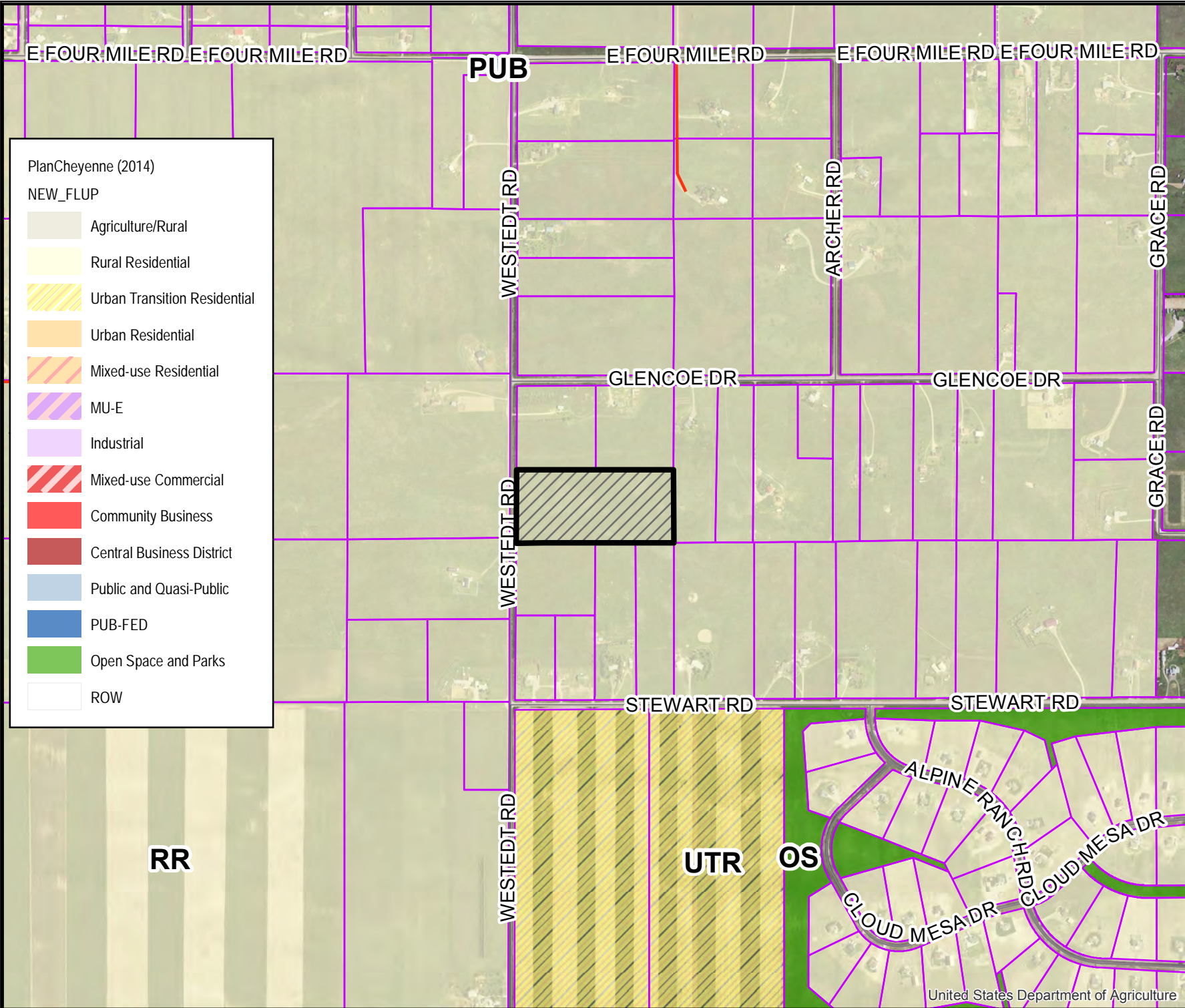
- Interstate
- Arterial
- Collector
- Local
- Platted, Not Built
- Private
- Subject Property

Printed on March 22, 2018



PlanCheyenne (2014)  
NEW\_FLUP

- Agriculture/Rural
- Rural Residential
- Urban Transition Residential
- Urban Residential
- Mixed-use Residential
- MU-E
- Industrial
- Mixed-use Commercial
- Community Business
- Central Business District
- Public and Quasi-Public
- PUB-FED
- Open Space and Parks
- ROW



United States Department of Agriculture

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# Laramie County, Wyoming



Sullivan Subdivision  
2nd Filing

Subdivision Permit  
&  
Plat

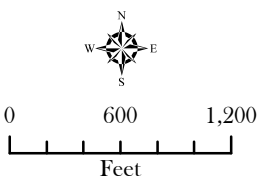
PZ-18-00090

Current Zoning Map

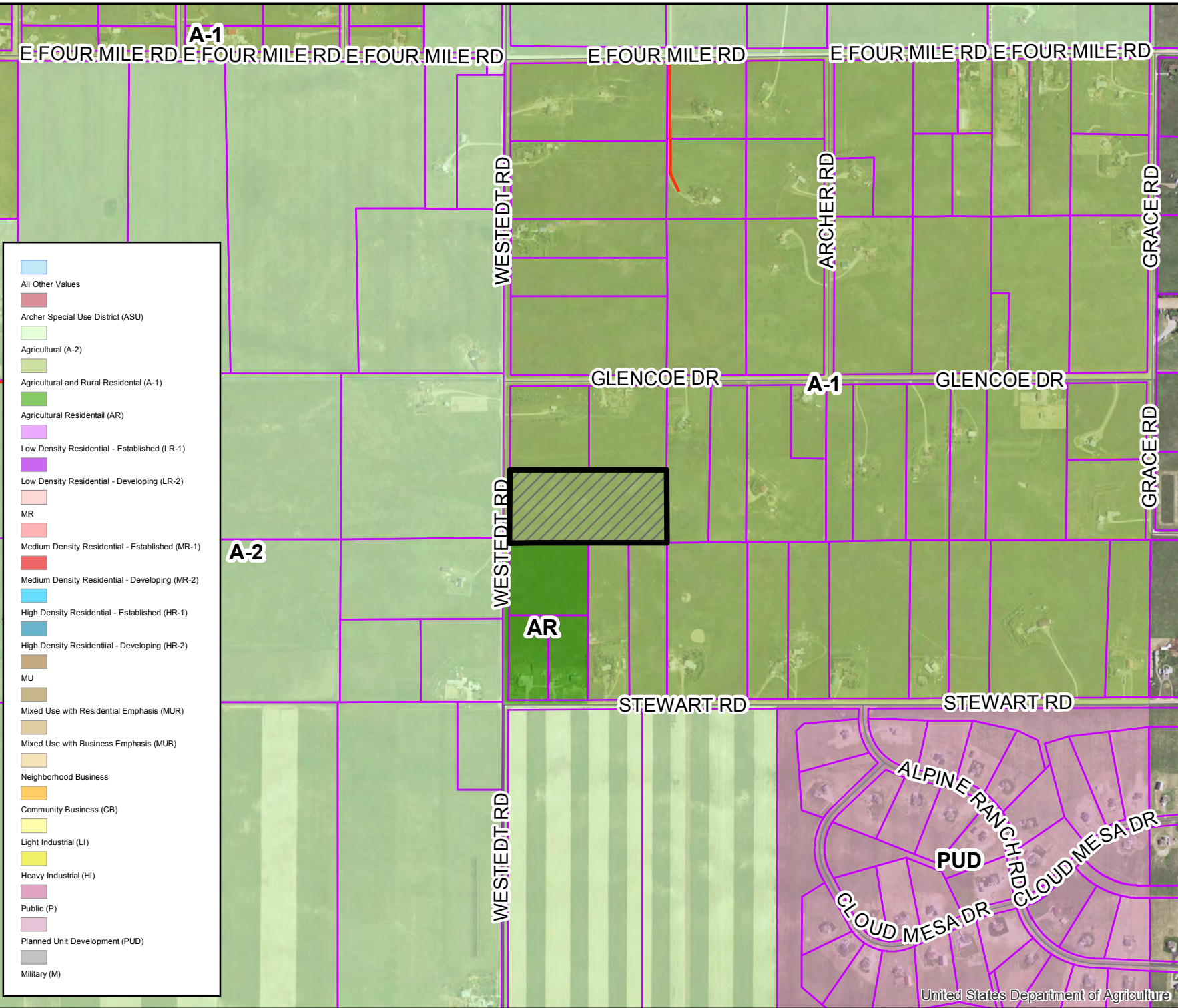
## Legend

- Interstate
- Arterial
- Collector
- Local
- Platted, Not Built
- Private
- Subject Property

Printed on March 22, 2018



- All Other Values
- Archer Special Use District (ASU)
- Agricultural (A-2)
- Agricultural and Rural Residential (A-1)
- Agricultural Residential (AR)
- Low Density Residential - Established (LR-1)
- Low Density Residential - Developing (LR-2)
- MR
- Medium Density Residential - Established (MR-1)
- Medium Density Residential - Developing (MR-2)
- High Density Residential - Established (HR-1)
- High Density Residential - Developing (HR-2)
- MU
- Mixed Use with Residential Emphasis (MUR)
- Mixed Use with Business Emphasis (MUB)
- Neighborhood Business
- Community Business (CB)
- Light Industrial (LI)
- Heavy Industrial (HI)
- Public (P)
- Planned Unit Development (PUD)
- Military (M)



United States Department of Agriculture

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**PZ-18-00090      SULLIVAN SUBDIVISION, 2<sup>ND</sup> FILING      SUBDIVISION PERMIT**

**County Engineer:** Scott Larson COMMENTS ATTACHED 05/03/2018

Engineer Review

1. I concur with the request for a waiver of a detailed Drainage Study and Traffic Study. This proposed development will have an insignificant impact on both based on the information provided.
2. There is no dedication statements or signature blocks for property owner(s).
3. There is no signature block for approvals.
4. Emergency is misspelled in Note 6.

Surveyor Review

1. There is no Public Land Survey System information shown on the plat. There are no Public Land Survey System coordinates shown on the plat.
2. Basis of Bearings note indicates "BASED ON THE EAST LINE OF THE NW1/4 OF SECTION 16 BETWEEN FOUND MONUMENTS AS SHOWN". Neither the EAST LINE OF THE NW1/4 OF SECTION 16 nor the found monuments are shown on the plat.
3. The boundary of the subdivision is not clearly defined on the plat. There is a dark/bolder line shown which may be the boundary, however, there is no legend or any other information on the plat to identify the boundary.
4. There is a cluster of easements shown in the middle of the subdivision at the intersection of the boundaries between Tracts 1, 2 and 3. It is not clear what the purposes of all of the easements are nor are the easements clearly dimensioned (boundaries defined). This needs to be clarified.
5. The Vicinity Map would be easier to read and it would be more useful to the 'lay public' if one were to add some information such as, at a minimum, the Section, Township and Range data with enough detail to indicate the location of the subdivision within the Section.
6. The 8' M.S.T. UTILITY EASEMENT along the east boundary of Tract 1 appears to be a pre-existing easement, but the Register's book and page number are not shown.

**Planners:** Seth Frentheway COMMENTS ATTACHED 04/24/2018

1. Dedication and acknowledgment statements must be executed by all owners of legal and equitable interests in the property being subdivided/developed.
2. Signature blocks for use by the Chairman of the Planning Commission, the Chairman of the Board and County Clerk for Laramie County, Wyoming.

**Environmental Health Department:** Roy Kroeger COMMENTS ATTACHED  
04/20/2018

Laramie County Small Wastewater System Regulations

A small wastewater system permit will be required on each lot prior to the start of construction.

A copy of the signed final plat shall be submitted to Environmental Health prior to the issuance of any small wastewater system permit.



**AGENCIES WITH NO COMMENTS:**

Black Hills Energy  
County Public Works Department  
Cheyenne MPO

**AGENCIES WITH NO RESPONSE:**

Wyoming State Engineer's Office  
Wyoming DEQ  
US Post Office  
Combined Communications Center  
Emergency Management  
Fire District No. 2  
Sheriff's Office  
High West Energy  
Building Dept.  
County Treasurer:  
County Assessor  
County Attorney  
County Real Estate Office

WARRANTY DEED

Mary L. Beckle, a widow, Grantor, of Laramie County and State of Wyoming, for and in consideration of other valuable consideration and Ten and No/100 DOLLARS, in hand paid, receipt whereof is hereby acknowledged, does hereby CONVEY AND WARRANT TO J. Pat Sullivan and Deanna Sullivan, husband and wife, Grantees, whose address is 6001 Laramie Street, Cheyenne, Wyoming 82001, the following described real estate, situate in Laramie County and State of Wyoming, hereby releasing and waiving all rights under and by virtue of the homestead exemption laws of the State, to-wit:

All of Tracts 1 and 2, Archer Estates, 2nd Filing, an Addition in Laramie County, Wyoming.

Subject to all easements, covenants, reservations, and all other matters of record.

WITNESS my hand this 14 day of March, 2003.

Signed: Mary L. Beckle  
Mary L. Beckle

State of Wyoming     )  
                                  ) ss.  
County of Laramie    )

The foregoing instrument was acknowledged before me by Mary L. Beckle, this 14th day of MARCH, 2003.

Witness my hand and official seal.

Signed: [Signature]  
Notary Public

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



**Minutes of the Proceedings**  
**Sullivan Subdivision 2nd Filing Sub Pmt Plat**  
**Laramie County Planning Commission**  
**Prepared by the Laramie County Planning & Development Office**  
**Laramie County Wyoming**

Thursday, May 24, 2018

**180524 00** The Laramie County Planning Commission met in regular session on Thursday, May 24, 2018 at 3:30 p.m.

Members in attendance were: Commissioner Jody Clark, Chairperson; Commissioners Jason Caughey and Bert Macy; Brad Emmons, Planning Director; Nancy Trimble, Associate Planner; Bryan Nicholas, Associate Planner; Antony Pomerleau, Chief Building Official.

The meeting register was signed by: Casey Palma, 1102 W 19th St, Cheyenne; Maeke Ermarth, 714 E Gopp Ct, Cheyenne; Fritz W. Ermarth, 714 E Gopp Ct, Cheyenne; Bill Fehringer, 6080 Enterprise, Casper; Nathan Fitzpatrick, 6805 Westedt Rd, Cheyenne.

**03** Review and action of a Subdivision Permit and Plat for Sullivan Subdivision, 2nd Filing, a replat of Tract 3, Sullivan Subdivision, Laramie County, WY.

Agenda Item 03 Sullivan Subdivision, 2nd Filing, a replat of Tract 3

County Planner introduced the application, pertinent regulations and the applicant's agent.

Mr. Palma provided an overview of the plat and proposed development and offered to answer questions of the commission.

Commissioner Caughey requested to know the required width of the easement access to tract 1. Mr. Palma responded it would be built to county road standards with a hammerhead at the end for a turn around to accommodate emergency vehicles. Mr. Palma added that clerical edits to the map had been completed, but that he didn't get those edits to staff in time for today's meeting, and that he would continue to work to ensure all comments are addressed.

County Planner provided staff report, and recommendations for approval with the condition that clerical issues on the plat shall be addressed prior to the public hearing by the Board.

Commissioner Clark opened the hearing to public comment, no public comment. Commissioner Clark closed public comment and asked for a motion. Commissioner Macy provided motion to approve, Commissioner Caughey seconded the motion.

Subdivision Permit & Plat Approved with conditions (3-0).

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

**A RESOLUTION TO APPROVE A SUBDIVISION PERMIT AND PLAT FOR  
SULLIVAN SUBDIVISION, 2<sup>ND</sup> FILING, A REPLAT OF TRACT 3,  
SULLIVAN SUBDIVISION, LARAMIE COUNTY, WY.**

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 proposed subdivision and plat is in accordance with section 4-2-100 of the Laramie County Land Use Regulations; and

WHEREAS, this resolution is the subdivision permit for Sullivan Subdivision, 2<sup>nd</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 4-2-100 of the Laramie County Land Use Regulations.

**And the Board approves the Subdivision Permit and Plat for Sullivan Subdivision, 2<sup>nd</sup> Filing.**

**PRESENTED, READ AND ADOPTED THIS \_\_\_\_\_ DAY OF  
\_\_\_\_\_, 2018.**

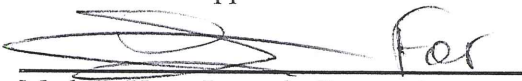
LARAMIE COUNTY BOARD OF COMMISSIONERS

\_\_\_\_\_  
K.N. Buck Holmes, Chairman

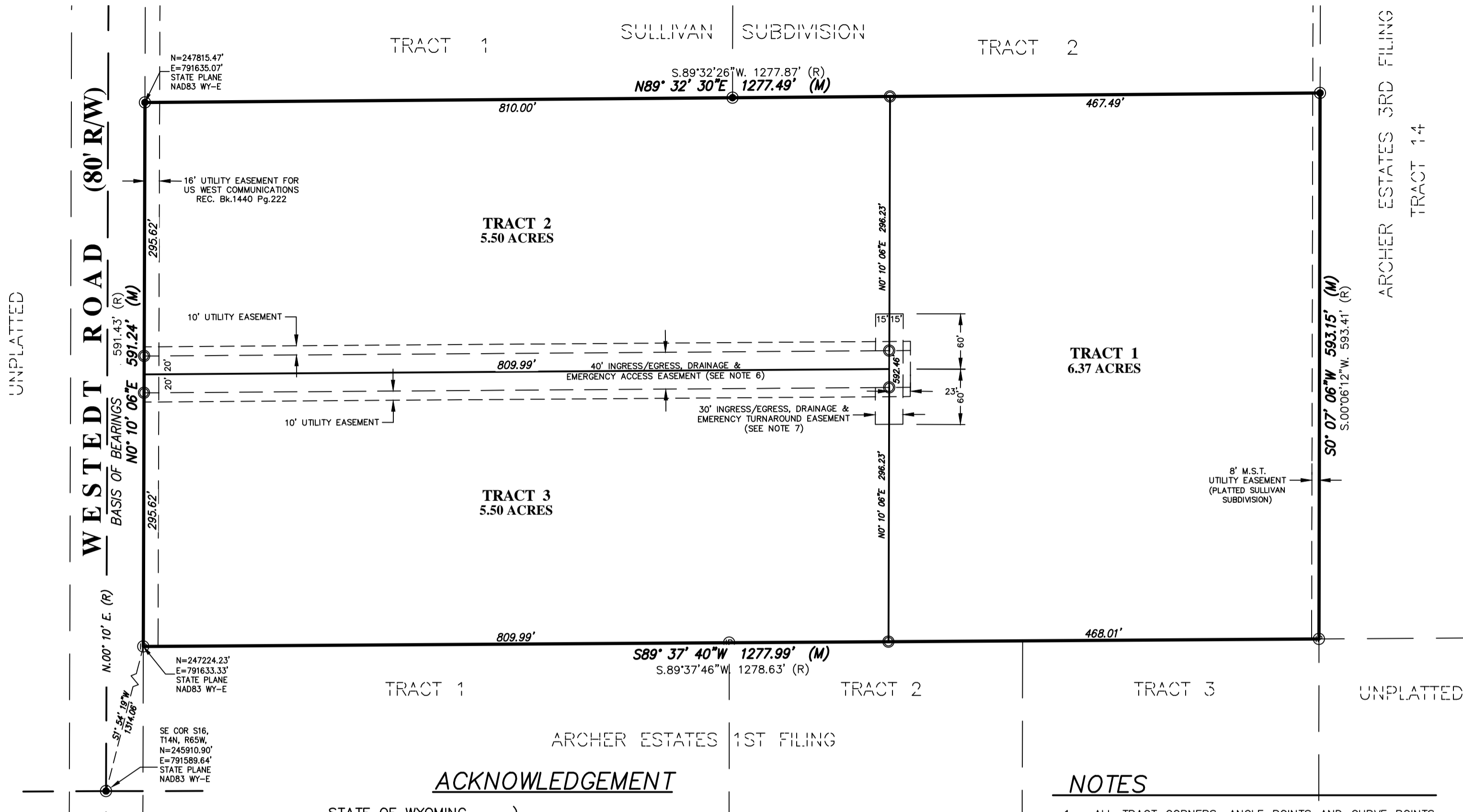
ATTEST:

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

Reviewed and approved as to form:

  
\_\_\_\_\_  
Mark T. Voss, Laramie County Attorney

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



**LEGEND**

- FOUND 1 1/2" ALUMINUM CAP STAMPED "SSS P.L.S. 2500"
- SET 1 1/2" ALUMINUM CAP STAMPED "SSS P.L.S. 5910" ON 5/8" X 24" LONG REBAR
- ⊕ FOUND 1 1/2" IRON PIPE
- (M) DENOTES MEASURED DATA THIS SURVEY
- (R) DENOTES RECORD DATA PER ARCHER ESTATES 2ND PLAT BOUNDARY

**DEDICATION**

KNOW ALL PERSONS BY THESE PRESENTS THAT: TRIPLE DOT CAPITAL INVESTMENTS, LLC, a Wyoming Limited Liability Company, owner in fee simple of Tract 3, Sullivan Subdivision, Laramie County, Wyoming;

Has caused the same to be surveyed, platted and known as SULLIVAN SUBDIVISION, 2nd FILING and does 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 and do hereby grant the easements for the purposes indicated hereon.

Jack Stadel as Registered Agent for Triple Dot Capital Investments, LLC.

**CERTIFICATE OF SURVEYOR**

I, Jeffrey B. Jones, A Licensed 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.

**ACKNOWLEDGEMENT**

STATE OF WYOMING )  
 ) SS  
 COUNTY OF LARAMIE )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2018 by Jack Stadel as Registered Agent for Triple Dot Capital Investments, LLC.

\_\_\_\_\_  
 Notary Public, Laramie County, Wyoming

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

- NOTES**
- ALL TRACT CORNERS, ANGLE POINTS AND CURVE POINTS TO BE MONUMENTED WITH A SET 5/8" X 24" LONG REBAR WITH 1 1/2" ALUMINUM CAP STAMPED "SSS PLS 5910". UNLESS NOTED OTHERWISE.
  - NO PORTION OF THIS PLAT FALLS WITHIN A FEMA SPECIAL 100-YEAR FLOOD HAZARD AREA AS SHOWN ON F.I.R.M PANEL No.56021C1120F; DATED JANUARY 17, 2007.
  - BASIS OF BEARINGS - WYOMING STATE PLANE COORDINATES, EAST ZONE, NAD83-2011, US SURVEY FEET, DISTANCES ARE GRID DISTANCES. SITE COMBINATION FACTOR = 0.999676004
  - ALL WELLS AND SEPTIC SYSTEMS SHALL COMPLY WITH ALL APPLICABLE ORDINANCE(S), RULES AND REGULATIONS.
  - "10' UTILITY EASEMENT" GRANTED TO LARAMIE COUNTY FRANCHISED UTILITY(IES) COMPANIES, THEIR LEGAL SUCCESSORS AND/OR ASSIGNS, FOR LOCAL UTILITY(IES) SERVICES TO LANDS CONTAINED WITHIN THIS SUBDIVISION.
  - "40' INGRESS/EGRESS, DRAINAGE & EMERGENCY ACCESS EASEMENT" GRANTED BY AND BETWEEN ALL OWNERS OF LANDS CONTAINED WITHIN THIS REPLAT, THEIR LEGAL SUCCESSORS AND/OR ASSIGNS FOR MUTUAL ACCESS TO WESTEDT ROAD, DRAINAGE CONVEYANCE(S) AND EMERGENCY VEHICLE ACCESS AND TURNAROUND.
  - "30' INGRESS/EGRESS, DRAINAGE & EMERGENCY TURNAROUND EASEMENT" GRANTED BY AND BETWEEN ALL OWNERS OF LANDS CONTAINED WITHIN THIS REPLAT, THEIR LEGAL SUCCESSORS AND/OR ASSIGNS FOR MUTUAL TURNAROUND, DRAINAGE CONVEYANCE(S) AND EMERGENCY VEHICLE ACCESS AND TURNAROUND.

**APPROVALS**

Approved by the Laramie County Planning Commission this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
 Chairman

Approved by the Board of Commissioners of Laramie County, Wyoming this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
 Chairman

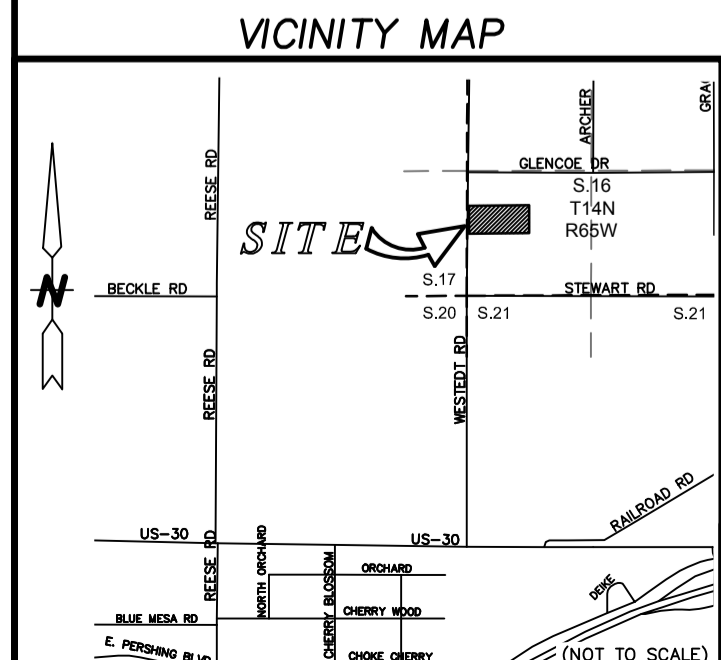
ATTEST: \_\_\_\_\_  
 County Clerk

# SULLIVAN SUBDIVISION 2nd FILING

A REPLAT OF TRACT 3, SULLIVAN SUBDIVISION SITUATED IN THE SW 1/4, SECTION 16, T.14N, R.65W., 6th P.M. LARAMIE COUNTY, WYOMING

PREPARED MARCH, 2018

**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



**FILING RECORD**

**VACATION STATEMENT**

IT IS THE INTENT OF THIS REPLAT TO VACATE ALL OF TRACT 3, SULLIVAN SUBDIVISION.

REVISED: 05/15/18

18134 STADEL T3 SULLIVAN SUB\18134 FINAL.DWG