# LARAMIE COUNTY CLERK BOARD OF COUNTY COMMISSIONERS AGENDA ITEM PROCESSING FORM

1. DATE OF PROPOSED ACTION: D	December 5, 2017	
2. AGENDA ITEM:  Contracts/Agreements/Leases  Proclamations  Public Hearings/Rules  Resolutions  Other		
3. DEPARTMENT: Planning & Development Office		
APPLICANT: Mark H. Sutherland A	Steil Surveying Services,  LLC.	
4. DESCRIPTION:		
Consideration of a Zone Change application for app for Rolling Hills Estates 3rd Filing, Lot 13, Block 3		
Amount \$ From		
5. DOCUMENTATION: 1 Originals	0 Copies	
Clerks Use On  Commissioner  Thompson Kailey Ash Heath Holmes Action	Signatures Co Atty Asst Co Atty Grants Manager  Outside Agency	



### LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

### Planning • Building

#### **MEMORANDUM**

**TO:** Laramie County Board of Commissioners

FROM: Bryan Nicholas, Associate Planner

DATE: December 5, 2017

TITLE: Review and action on a Zone Change for a PUD Amendment for Rolling

Hills Estates 3rd Filing, Lot 13, Block 3, Laramie County, WY.

### **EXECUTIVE SUMMARY**

Steil Surveying Services, LLC has submitted a Zone Change application for approval of a PUD amendment request for Rolling Hills Estates 3<sup>rd</sup> Filing, Lot 13, Block 3, Laramie County, WY; located at 1706 Treadway Trail, Cheyenne, WY 82009. The purpose of the application is to amend the current PUD to conform to the current Laramie County Regulations, and replace the existing PUD.

### **BACKGROUND**

The existing PUD (No. 971118-04) was approved by the Board on November 18<sup>th</sup>, 1997, and is currently the governing document for the uses on the property. The proposed PUD addresses new regulations regarding Principally Permitted Uses, Uses Permitted by Administrative Approval, Uses Permitted by Board Approval, Prohibited Uses, Density & Lot Coverage, Height & Setback Requirements, Development Performance Standards, Signage, Access & Parking, Screening & Buffering, Common Facilities & Open Space, and Small Wind Energy Systems. If approved, this PUD amendment would replace the existing PUD in its entirety and be called 'Sutherland PUD'.

### **Pertinent Regulations**

1-2-103 (b) of the Laramie County Land Use Regulations governing required findings of the Planning Commission to recommend approval of a change in zone district.
4-2-112 of the Laramie County Land Use Regulations, governing requirements for the

PUD Planned Unit Development zone district.

### **DISCUSSION**

The Laramie County Comprehensive Plan describes this area as best suited for Urban Rural Interface (URI). The URI identifies areas within the Land Use Plan Map to accommodate a mixture of intensive land use areas.

In accordance with the PlanCheyenne Map, this property lies within the Urban Transition Residential (UTR) category. The Urban Transitional Residential promotes the gradual transition from urban areas to rural on the periphery of the Cheyenne Area.

Originally the PUD was formed to allow the property owner to operate a commercial business with the possibility of a future expansion of the existing maintenance garage. There are no proposed changes to the general use of the site per the submitted PUD Map, but new uses would be possible with the approval of the amendment. The new uses include an increase in the commercial trucks operating from the property, Small Wind Energy Systems, and commercial arenas or barns. Additional proposed changes include building heights, setbacks, maximum parcel sizes, and screening or buffering requirements. The existing PUD is surrounded by a variety of Zoning Districts, with Agricultural and Rural Residential (A-1) to the North, Agricultural Residential (AR) to the East, Neighborhood Business (NB) to the South, and High Density Residential (HR) to the West. If approved, the new name of the zone district resolution would be 'Sutherland PUD'.

The Laramie County Planning Commission held a public hearing of this application on November 9<sup>th</sup>, 2017. Casey Palma with Steil Surveying Services presented on behalf of the applicant and offered to answer any questions from the public. No comments from the public were received, and the Planning Commission voted (5-0) to recommend approval of the zone change request with condition 1.

On November 13, 2017 the staff received an amended PUD Document along with an amended PUD Map. The revisions provided on both documents adequately address the clerical issues and comments of the Laramie County Planning Department and satisfies Condition 1.

#### **RECOMMENDATION and FINDINGS**

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

- **a.** This application meets the criteria for a zone map amendment pursuant to section 1-2-103 (b) i of the Laramie County Land Use Regulations.
- **b.** The proposed zone change is in conformance with the requirements of section 4-2-112 of the Laramie County Land Use Regulations.

and that the Board approve the Zone Change amending the existing PUD for Rolling Hills Estates, 3<sup>rd</sup> Filing, Lot 13, Block 3, Laramie County, WY, to be known as "Sutherland PUD".

### **PROPOSED MOTION**

I move to approve the PUD Amendment Zone Change for "Sutherland PUD" and adopt the findings of fact a and b of the staff report.

### **ATTACHMENTS**

**Attachment 1: Aerial Map** 

**Attachment 2: Comp Plan Map** 

**Attachment 3: PlanCheyenne Map** 

**Attachment 4: Current Zoning Map** 

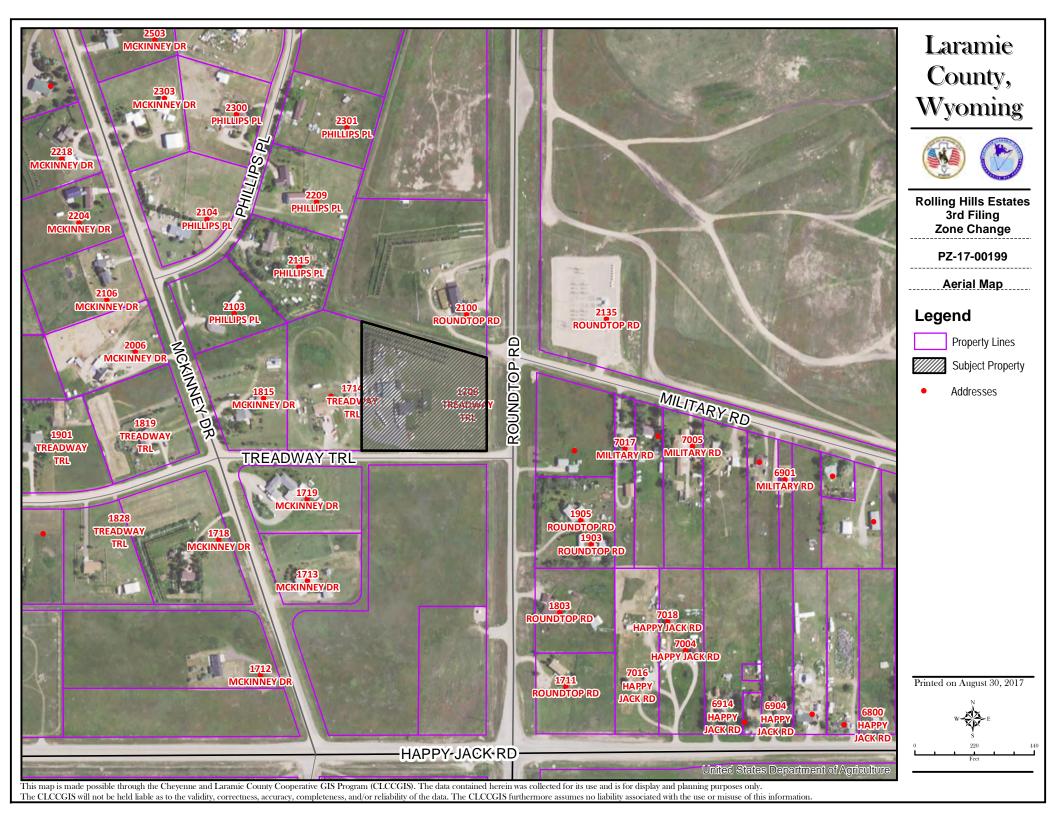
**Attachment 5: Agency Review Comments** 

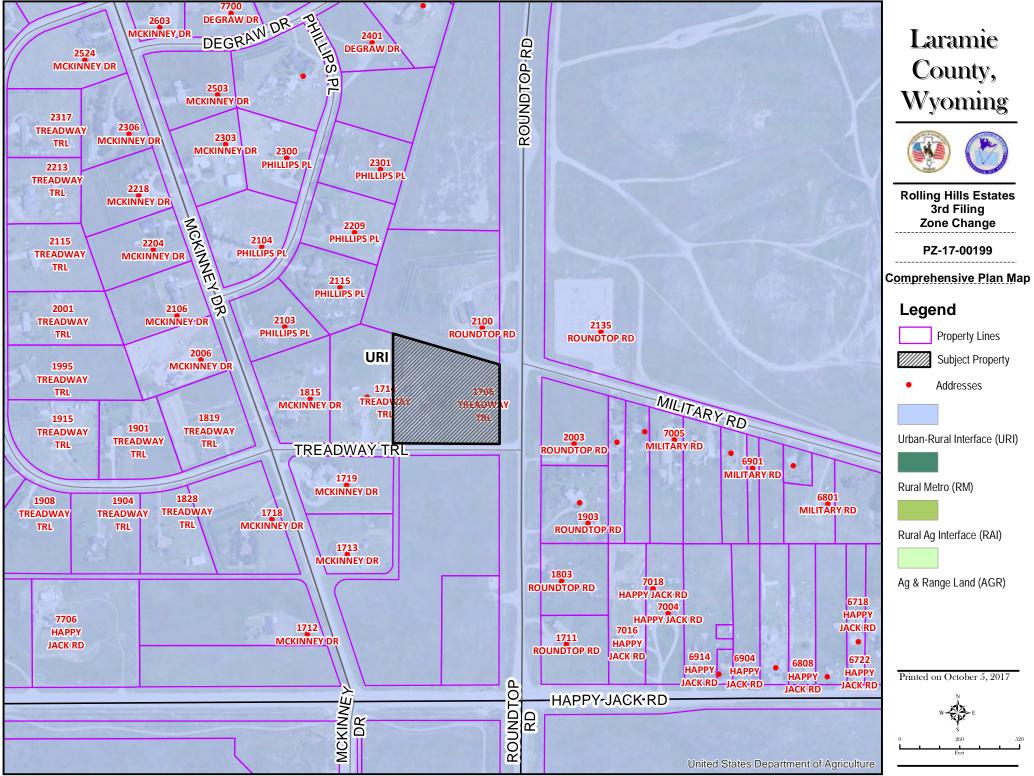
Attachment 6: Existing PUD No. 971118-04

**Attachment 7: Resolution** 

Attachment 8: Resolution Exhibit "A" – PUD Map

Attachment 9: Resolution Exhibit "B" - Proposed PUD Amendment





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.

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### Legend

### PlanCheyenne (2014) **NEW\_FLUP**

Agriculture/Rural

Rural Residential



Urban Transition Residential



Urban Residential



Mixed-use Residential



MU-E





Mixed-use Commercial



Community Business



Central Business District



Public and Quasi-Public



**PUB-FED** 



Open Space and Parks

ROW



MCKINNEY DE

7700 DEGRAW DR

MCKINNEY DR

MCKINNEY DR

2300 PHILLIPS PL

PHILLIPS PL

R

1718

MCKINNEY DR

MU-E

MCKINNEY DR

2104

PHILLIPS P

DEGRAW DR

2301 PHILLIPS PL

2209

PHILLIPS PL

2115 PHILLIPS PL

1719 MCKINNEY DR

1713 MCKINNEY DR

MCKINNE)

P

DEGRAW DR

MCKINNEY DR

MCKINNEY DR

1901

**TREADWAY** 

TRL

1904

TREADWAY

TRL

2204

MCKINNEY DR

2106

MCKINNEY DR

MCKINNEY DR

TREADWAY TRL

-HAPPY-JACK-RD-

1828

TREADWAY

# Laramie County, **Wyoming**





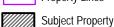
**Rolling Hills Estates** 3rd Filing **Zone Change** 

PZ-17-00199

PlanCheyenne Map

### Legend





Addresses



ROUNDTOP RD

**PUB** 

UTR

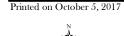
TREADWAY TRL

CB

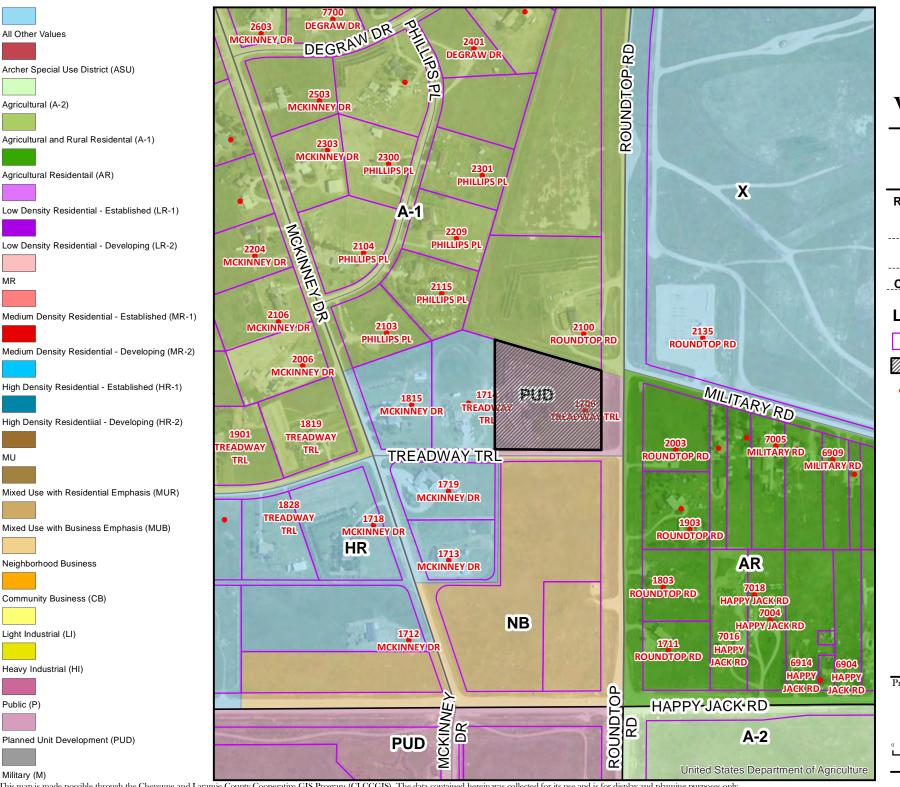
ROUNDTOP RD

OP

ROUNDT RD







### Laramie County, **Wyoming**





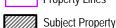
**Rolling Hills Estates** 3rd Filing **Zone Change** 

PZ-17-00199

Current Zoning Map

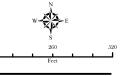
### Legend

**Property Lines** 



Addresses

Printed on October 5, 2017



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### **AGENCIES WITH COMMENTS:**

Cheyenne MPO: Nancy Olson COMMENTS ATTACHED 10/11/2017

GIS aerial and ownership boundary shows that this business is already encroaching on the parcel to the west. Property line boundaries should be checked.

<u>Department of Energy (WAPA):</u> Kevin Clinebell COMMENTS ATTACHED 10/19/2017 This purposed change doesn't interfere with the WAPA facilities.

### PLANNERS: Nancy Trimble COMMENTS ATTACHED 10/12/2017

- 1) The PUD document requires corrections to clerical errors, as noted on the attached copy.
- 2) A justification letter was not submitted with the zone change application. Clarification is needed regarding the proposed revisions/additions to the PUD document.
- 3) The Exhibit "A" PUD map shows dimensions for the future expansion of the maintenance garage which do not correspond with those reflected on the plot plan submitted with the building permit application. Please see notation on attached copy.

<u>BUILDING DEPT:</u> Karen Moon COMMENTS ATTACHED 10/09/2017 NO COMMENTS AT THIS TIME. OWNER/APPLICANT IS ADVISED THAT UPON BUILDING APPLICATION SUBMITTAL, BUILDING CODE REQUIREMENTS SHALL BE ADDRESSED.

### **AGENCY WITH NO COMMENTS:**

County Assessor

**County Engineer** 

### **AGENCIES WITH NO RESPONSE:**

**County Attorney** 

**County Real Estate Office** 

**County Public Works Department** 

**County Treasurer** 

**Combined Communications Center** 

**Emergency Management** 

Fire District No. 2

Sheriff's Office

ENTITLED: "A RESOLUTION AUTHORIZING THE CHAIRMAN OF THE BOARD OF COMMISSIONERS FOR LARAMIE COUNTY, WYOMING, AND THE COUNTY CLERK, TO SIGN A ZONE CHANGE FROM HR-2: HIGH DENSITY RESIDENTIAL - DEVELOPING TO DISTRICT PUD: PLANNED UNIT DEVELOPMENT FOR A 4.37 ACRE PLOT LOCATED IN THE EAST ½ OF SECTION 33, TOWNSHIP 14 NORTH, RANGE 67 WEST, 6TH P.M., LARAMIE COUNTY, WYOMING, ALSO KNOWN AS LOT 13, BLOCK 3, ROLLING HILLS ESTATES, THIRD FILING)."

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS FOR LARAMIE COUNTY, WYOMING:

Section 1. That in accordance with Article III, of the Cheyenne and Laramie County Zoning Ordinance 1988, as amended, the Zoning may as described in Section 30.010, the area described hereinabove, <u>District PUD: Planned Unit Development.</u>

<u>Section 2.</u> That in accordance with Section 46.030 of the Cheyenne/Laramie County Zoning Ordinance 1988, as amended, the following rules shall govern this PUD Zoning Classification:

- 1) Principally permitted uses:
  - a) Single Family Residential
  - b) Family Owned Business (Trucking Company not to exceed five (5) trucks).
  - c) Accessory Building when in accordance with Section 50.000 of the Cheyenne and Laramie County Zoning Ordinance, as amended.
- 2) <u>Uses Permitted by Administrative and/or Board Approval:</u> None.
- 3) <u>Minimum Parcel Size:</u> 4.37 acres.
- 4) Minimum Parcel Width: 345 feet.
- 5) <u>Density:</u> The density in this area shall not exceed one single family residence, and accessory buildings not to exceed 4000 square feet.
- 6) <u>Site Coverage:</u> Site coverage shall be as shown on the PUD map.
- 7) <u>Maximum Building Height:</u> The maximum building height shall be two stories.
  - <u>Setbacks</u>: The setbacks shall be a minimum of twenty (20) feet from all property lines.

c. Dielonal 8)

- 9) <u>Design Performance Standards:</u> The design and performance standards for this PUD conform to existing standards in effect for Laramie County.
- 10) Buffering (Screening) Requirements: Per PUD Map.
- 11) Common Open Space or Facilities: None.
- 12) <u>Signage:</u> Low profile sign not to exceed 12 square feet.
- 13) Parking Requirements: Per PUD Map.
- 14) Landscaping: Per PUD Map.
- 15) <u>Easements:</u> Appropriate easements will be provided for as required.
- 16) Restrictions (Nuisances, Abandoned Vehicles, Noxious Waste, etc.): No abandoned vehicles, noxious waste or junk shall be allowed to remain on the site.
- 17) <u>Building Construction Standards:</u> The building construction standards shall comply with those requirements set forth by Laramie County and the State of Wyoming at the time of construction.
- 18) Ownership and Maintenance of Developed Facilities: The facilities and grounds shall be maintained by the owners of record.
- 19) Parking: Vehicles shall be parked in the designated areas. No employees work on the premises and personnel park personal vehicles while driving trucks. Company vehicles are parked at the site when not in operation.
- 20) <u>Site Lighting:</u> Site lighting shall consist of not more than one area light and one exterior light on each building.
- Change of Ownership: In the event the property is deeded, leased, rented or otherwise transferred to owners other than the current owners of record, the permitted uses will no longer include the operation of a trucking business, but shall include uses which do not result in offensive noise, vibration, smoke, dust, odors, heat or glare noticeable beyond the property line.

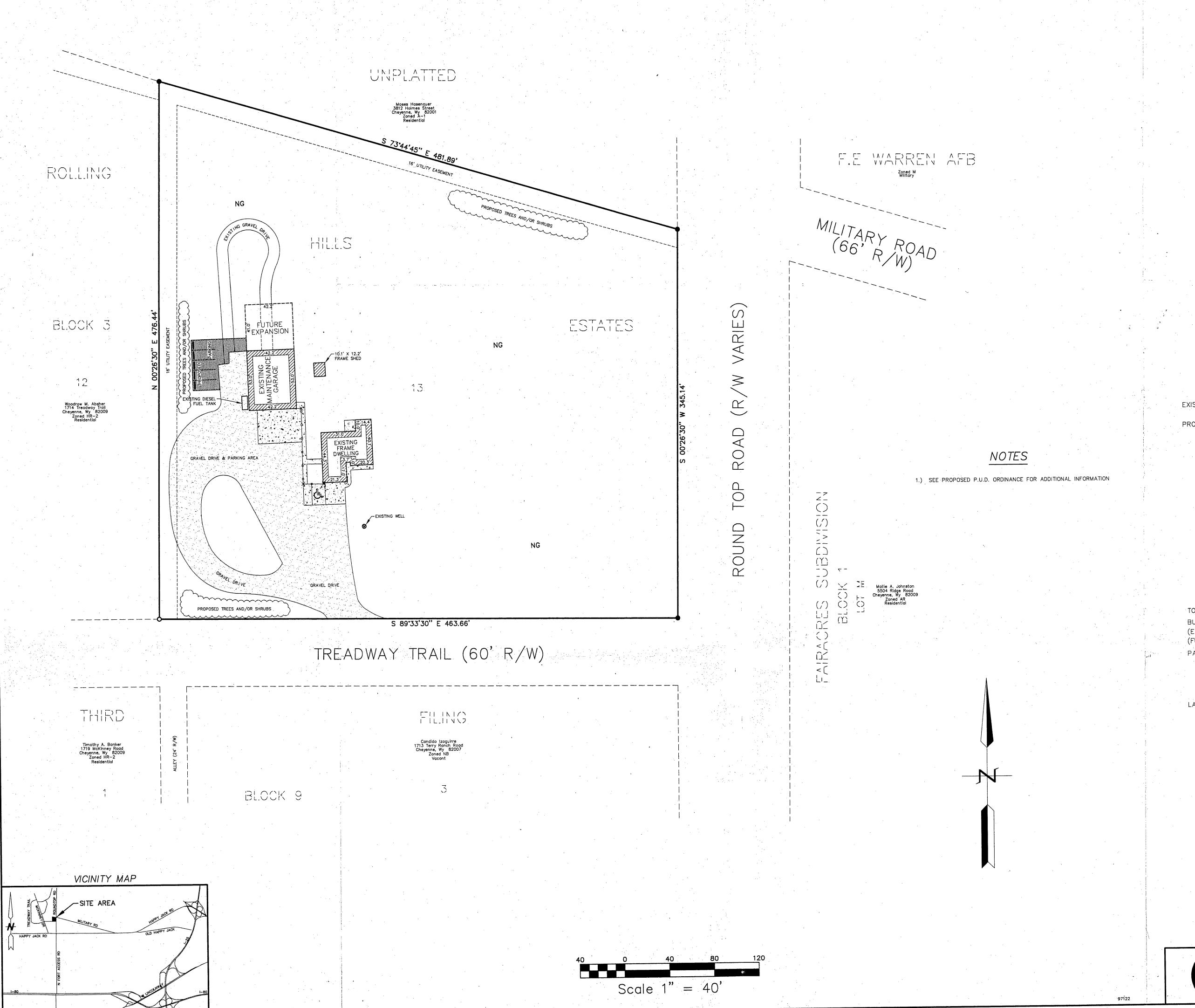
Section 3. The County Engineer of Laramie County, Wyoming, or a designated representative, shall alter and amend the adopted Zoning Map as described in Article III, Section 30.010, of the Cheyenne and Laramie County Zoning Ordinance 1988, as amended, to comply with the change of zoning districts.

PRESENTED, READ AND ADOPTED THIS 18 DAY OF November, 1997.

JEFF KETCHAM, CHAIRMAN

(SEAL) ATTEST:

DEBRA K. LATHROP, COUNTY CLERK



### LEGEND

NG EXISTING 6' BOARD FENCE

NG EXISTING NATIVE GRASSES

EXISTING CONCRETE SURFACE

EXISTING GRAVEL SURFACE

PROPOSED PARKING BLOCKS

PROPOSED HANDICAP PARKING

PROPOSED GRAVEL SURFACE

### ZONING

EXISTING ZONING HR-2 (HIGH DENSITY RESIDENTIAL DEVELOPING)

PROPOSED ZONING PUD (PLANNED UNIT DEVELOPMENT)

### COMPUTATION TABLE

TOTAL SITE AREA 4.37 Ac.

BUILDING AREA:

(EXISTING MAINTENANCE BUILDING) 2,237 Sq.Ft.

(FUTURE EXPANSION) 1,730 Sq.Ft.

PARKING PROVISIONS:

REQUIRED 5 SPACES

PROVIDED:

REGULAR 5 SPACES

HANDICAPPED 1 SPACES

LANDSCAPED AREA 5,400 Sq.Ft.

## FINAL P.U.D. ZONE CHANGE MAP

FOR

LOT 13, BLOCK 3, ROLLING HILLS ESTATES THIRD FILING, LARAMIE COUNTY, WYOMING.

PREPARED JULY, 1997



STEIL SURVEYING SERVICES, LLC

PROFESSIONAL LAND SURVEYORS

1102 WEST 19th STREET P.O. BOX 2073
PH(307)634-7273 CHEYENNE, WY. 82003

RESOLUTION #
ENTITLED: A RESOLUTION APPROVING "SUTHERLAND PUD", A PUD AMENDMENT FOR ROLLING HILLS ESTATES, 3 <sup>RD</sup> FILING, LOT 13, BLOCK 3, 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 have previously adopted the Laramie County Land Use Regulations; and
WHEREAS, this application meets the criteria for a Zone Change pursuant to section 1-2-103(b) of the Laramie County Land Use Regulations; and
WHEREAS, this application meets the criteria for PUD – Planned Unit Development pursuant to section 4-2-112 of the Laramie County Land Use Regulations; and
NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF LARAMIE COUNTY, WYOMING, as follows:
The Laramie County Board of Commissioners finds that:
<ul><li>a. This application is in compliance with section 1-2-103(b) of the Laramie County Land Use Regulations.</li><li>b. This application is in compliance with section 4-2-112 of the Laramie County Land Use Regulations.</li></ul>
and the Board approves the "Sutherland PUD", a PUD Amendment for Rolling Hills Estates, 3 <sup>rd</sup> Filing, Lot 13, Block 3, as shown on Exhibit "A" attached and described in Exhibit "B".
PRESENTED, READ, PASSED, APPROVED AND ADOPTED this day of
, 2017.
LARAMIE COUNTY BOARD OF COMMISSIONERS

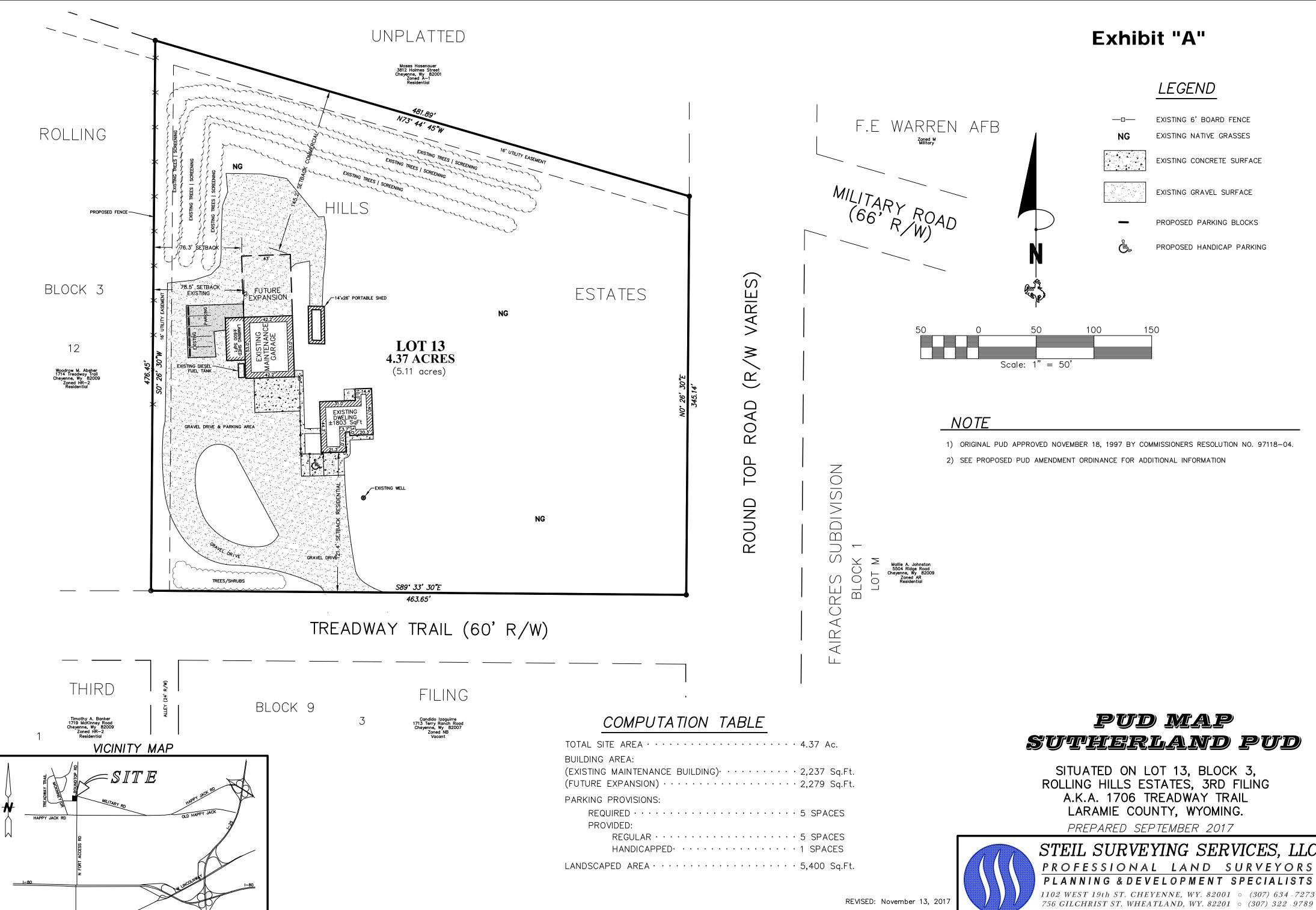
Troy Thompson, Chairman

ATTEST:

Debra K. Lee, Laramie County Clerk

Reviewed and approved as to form:

Mark T. Voss, Laramie County Attorney



(NOT TO SCALE)

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PLANNING & DEVELOPMENT SPECIALISTS

www.SteilSurvey.com o info@SteilSurvey.com

### A Mixed-Use Commercial/Residential Planned Unit Development (PUD) Zone District

### **SUTHERLAND PUD**

### 2017 PUD Zone District Amendment

On Lot 13, Block 3, Rolling Hills Estates, 3<sup>rd</sup> Filing, Laramie County, WY

Original PUD Approved November 18, 1997

RESOLUTION NO. <u>971118-04</u>



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### SECTION I. PURPOSE & INTENT

Area primarily used for large lot detached residential development at a density which typifies a rural lifestyle and which may include commercial or agricultural uses as outlined.

That in accordance with Article III, of the Cheyenne and Laramie County Zoning Ordinance 1988, as amended, the Zoning was, as described in Section 30.010, for the area described hereinabove, designated District PUD: Planned Unit Development. Approved as such November 18, 1997 by County Commissioners Resolution No. 971118-04.

In accordance with §4-2-112 of the Laramie County Land Use Regulations (Adopted February 15, 2011): <u>DISTRICT PUD - PLANNED UNIT DEVELOPMENT</u>; the area described hereinabove, subject to said PUD, is amended hereinafter to be known as:

SUTHERLAND PUD.

### SECTION II. DISTRICT REQUIREMENTS

In accordance with 4-2-112(b) of the Laramie County Land Use Regulations the following rules shall govern this PUD Zoning Classification:

### 1) Principally Permitted Uses:

- a) Single-Family Residential
- b) Family Owned Business (Trucking Company not to exceed ten (10) trucks).
- c) Accessory Buildings when in accordance with §2-2-118 Accessory Buildings.

#### i) EXCEPTIONS:

- (1) Where §2-2-118(a)i requires that accessory buildings shall be set back 5 feet from all other lot lines, this PUD requires that accessory buildings be setback ten (10) feet from all other lot lines.
- (2) §2-2-118(a)iii does not apply to this PUD

### 2) <u>Uses Permitted by Administrative Approval:</u>

- a) Accessory living quarters
- a) *Private Stables and Arenas* in conformance with §2-2-110 of the Laramie County Land Use regulations as adopted.
  - i) Enclosed area (indoor or outdoor) of any stable(s) and/or arena(s) shall not count toward the maximum density or area(s) restrictions as set forth in Section II.5(d) of this PUD regulation.

### 3) Uses Permitted by Board Approval:

- a) Commercial Stables and Arenas in conformance with §2-2-110 of the Laramie County Land Use regulations as adopted.
  - i) Enclosed area (indoor or outdoor) of any stable(s) and/or arena(s) shall not count toward the maximum density or area(s) restrictions as set forth in Section II.5(d) of this PUD regulation.
- b) Other uses similar to those permitted in this district

### 4) Prohibited Uses:

The following uses are specifically prohibited for all areas governed by this PUD:

- a) Junk or salvage yards
- b) Any use known to emit noxious noise, smoke, odor, dust or pollutants into the soil or air.
- c) Recycling facilities
- d) Trash / solid waste transfer stations
- e) Towing businesses
- f) Automobile sales
- g) Adult entertainment establishments
- h) Mobile Homes, except as allowed in §2-2-122 of the Laramie County Land Use Regulations

#### 5) Density & Lot Coverage:

- a) Minimum Parcel Size: 5.00 acres (gross) | 4.37 acres (net)
- b) Maximum Parcel Size: 10.00 acres (in the event that the district is expanded by application to the Board of County Commissioners)
- c) Minimum Parcel Width: 325 feet
- d) Maximum Building Area:
  - For each Lot governed by this PUD, the combined area of the Residential, Commercial and Accessory buildings on the lot shall occupy no more than 5% of the Lot/Parcel or 8,500 square feet, whichever is less.
    - (1) EXCEPTION: Enclosed area (indoor or outdoor) of any stable(s) and/or arena(s) shall not count toward the maximum density or area(s) restrictions. Runoff calculations (Preliminary Drainage Analysis) shall be provided with any permit application for indoor arena.
- e) Maximum Lot Coverage: 35% of the net Lot area.

Sutherland PUD pg. 2|5

### 6) Height:

- a) The maximum building height shall be thirty-five (35) feet.
- b) Board approval is required for buildings over thirty-five (35) feet in height.

### 7) Setbacks:

- a) All single-family structures shall be set back twenty (20) feet from primary lot frontage lines, fifteen (15) feet from all other property lines.
- b) All other non-residential principal structures shall be set back twenty-five (25) feet from all property lines.
- c) Accessory structures shall conform to section 2-2-118 of this regulation except as noted elsewhere in this document.

### 8) <u>Development Performance Standards</u>:

The lands contained within this PUD shall comply with Section 2-1-102 of the Laramie County Land Use Regulations.

### 9) Signage:

All signage shall comply with Section 2-2-129 of the Laramie County Land Use Regulations.

### 10) Access & Parking:

a) Existing parking and circulation areas are sufficient to remain with the proposed building expansion. Any future change of use shall require compliance with Section 2-2-131 of the Laramie County Land Use Regulations.

### b) Access

- i) Existing access from Treadway Trail is sufficient for continued use including the proposed building expansion.
- ii) In the event that a secondary access is necessary for maintenance or ingress/egress, access may be taken from the existing access point constructed by WYDOT at the northwest corner of the site; provided that owner(s) shall pursue the proper permitting and approvals and receive the same from appropriate jurisdictional authority(ies).

### 11) Screening & Buffering:

- a) Screening and buffering is not required between any adjacent residential uses.
- b) Screening and buffering is not required between any adjacent non-residential uses.
- c) Screening and buffering is not required across public rights-of-way.
- d) Screening is required for long-term outdoor storage areas of items and equipment which are not for immediate use, sale or lease.
- e) All other provisions of Section 2-2-133.d(v) of the Laramie County Land Use Regulations apply.

### 12) Common Facilities and Open Space:

a) There are no commonly owned facilities or open spaces.

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### 13) Small Wind Energy Systems (SWES):

Small Wind Energy Systems (SWES) are allowed in conformance with §2-2-124 of the Laramie County Land Use Regulations.

### **SECTION III. TRANSFERRANCE**

1) <u>Change of Ownership</u>: In the event that the property governed by this PUD is conveyed, deeded, leased, rented or otherwise transferred to new ownership, in part or in its entirety, the standards of the PUD continue to apply in full force unless modified pursuant to §4-2-112 of the Laramie County Land Use Regulations.

### SECTION IV. EXISTING REGULATIONS

This PUD, an amendment to the original PUD approved November 18, 1997 by Commissioners Resolution No. 971118-04, replaces that document in its entirety.

All standards and regulations in this document are intended as a supplement to the Laramie County Land Use Regulations as approved, and any other development requirements that apply. Where any standard or regulation is not listed or described in this document, the currently adopted version of the Laramie County Land Use Regulations apply.

All development proposed within the PUD boundary shall comply with the requirements of this document in addition to any other applicable State, Local and/or Federal rules, codes, standards and requirements.

Sutherland PUD pg. 4|5

PREPARED BY:

