



LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

Planning • Building

MEMORANDUM

TO: Laramie County Board of Commissioners

FROM: Marissa Pomerleau, Associate Planner

DATE: December 7, 2021

TITLE: PUBLIC HEARING for a Subdivision Permit and Plat for Fox Hill, located in a portion of Govt. Lot 2, Section 3, T.14N., R.68W., A.K.A a portion of Tract 18, Fox Meadows, Record of Survey, Laramie County, WY.

EXECUTIVE SUMMARY

Steil Surveying Services, LLC, on behalf of John Tate Bauman of 1488 Silver Fox Lane, has submitted a Subdivision Permit and Plat application for Fox Hill, located at 1488 Silver Fox Lane. The application has been submitted for the purpose of subdividing the property into three residential-use tracts.

BACKGROUND

The subject property has a residence and associated structures located on the property, which will remain on Tract 2 of the new subdivision. The surrounding area consists of rural residential and agricultural properties of varying acreage.

Pertinent Regulations

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

DISCUSSION

The Laramie County Comprehensive Plan identifies the area as Rural Ag Interface (RAI). The Rural residential uses are primarily anticipated in these areas. The subject property is located outside of both the Plan Cheyenne and zoned boundaries and therefore is not impacted by these regulations.

According to the AMEC Memo dated January 31, 2014, the property lies within Zone 2 of the study area. The memo states that lots within this zone shall be a minimum of 5 acres.

A letter requesting waiver of traffic and drainage studies was submitted by the applicant, a copy of which is attached. The County Engineer has concurred with this request based on the justification provided in the letter and the scope of the project. Agency comments pertained to proposed and existing easements, future construction, and clerical corrections to the plat. The applicant is currently working towards addressing all agency comments.

Public notice was provided per Section 1-2-104 of the Land Use Regulations. No public comment was received.

A public hearing of this application was held on October 28, 2021 by the Laramie County Planning Commission. No public comment was received. The Planning Commission voted 4 – 0 to recommend approval of the application to the Board with one condition.

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

And that the Board approve the Subdivision Permit and Plat for Fox Hill with one condition:

- 1. All remaining agency comments regarding proposed and existing easements and clerical errors to the plat shall be corrected and addressed prior to recordation.

PROPOSED MOTION

I move to approve the Subdivision Permit and Plat for Fox Hill with one condition and adopt the findings of fact a of the staff report.

ATTACHMENTS

- Attachment 1: Location Map**
- Attachment 2: Aerial Map**
- Attachment 3: Comprehensive Plan Map**

- Attachment 4: AMEC Memo Map**
- Attachment 5: Applicant Traffic/Drainage Study Waiver Request**
- Attachment 6: Agency Comments Report**
- Attachment 7: Existing Conditions Map**
- Attachment 8: Plat**
- Attachment 9: Resolution**

Laramie County, Wyoming



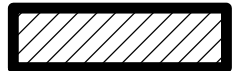
Fox Hill

Subdivision
Permit & Plat

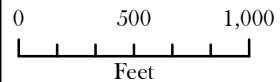
PZ-21-00290

Location Map

Subject
Property



September 2021




Legend


 Property Lines

Current Flood Hazards

NAME

 FEMA FLOODWAY

 FEMA 100YR FLOODPLAIN

 FEMA 500YR FLOODPLAIN

 CITY/CNTY 100YR FLOODPLAIN



Eagleview

Laramie County, Wyoming



Fox Hill

Subdivision
Permit & Plat

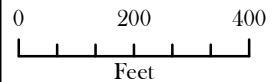
PZ-21-00290

Aerial Map

Subject
Property



September 2021



Legend

Property Lines

Streets

Classification

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



Eagleview

Laramie County, Wyoming



Fox Hill

**Subdivision
Permit & Plat**

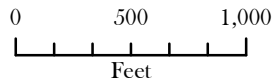
PZ-21-00290

**Comprehensive
Plan Map**

**Subject
Property**



September 2021



Legend

Property Lines

Future Land Use Districts

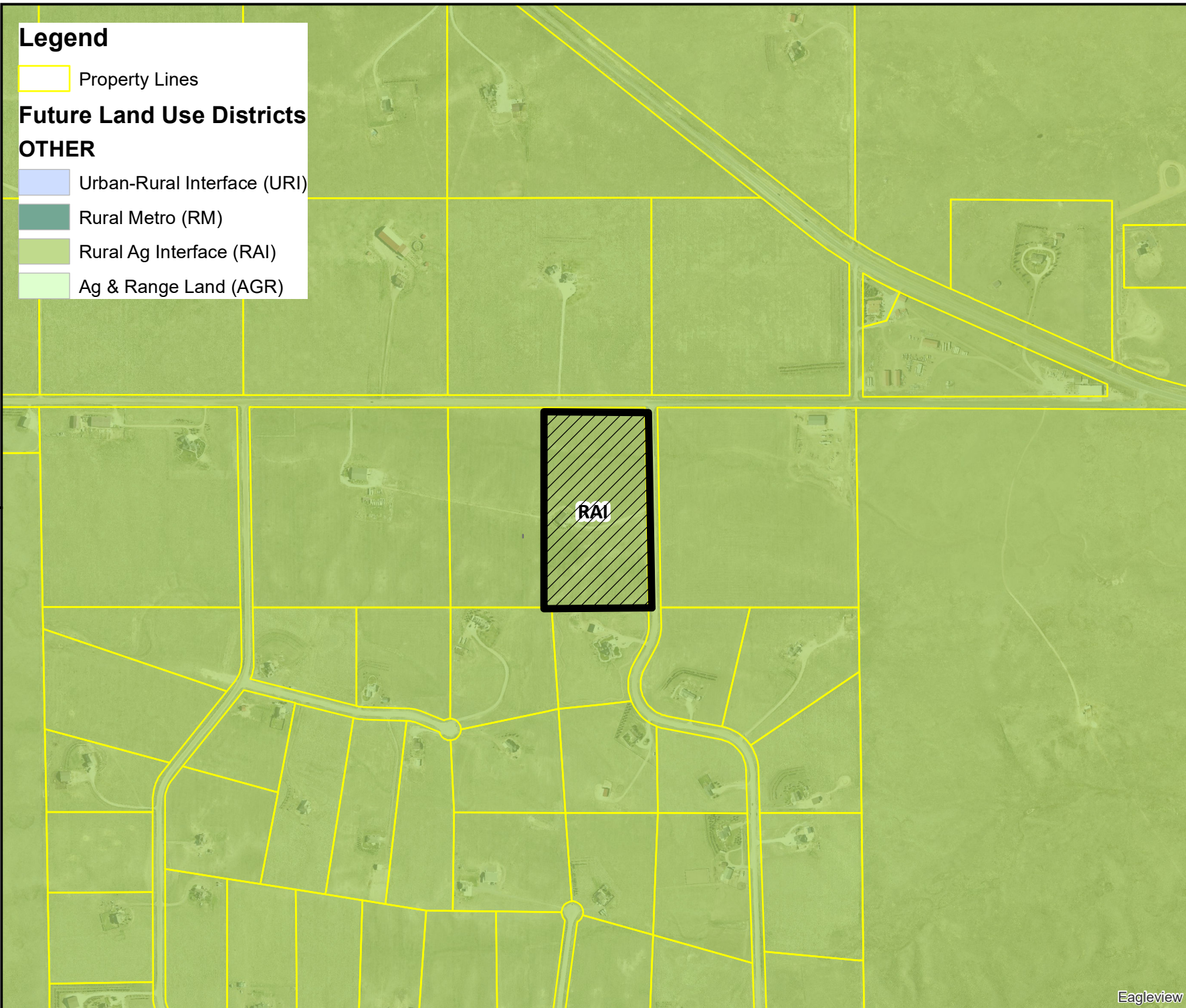
OTHER

Urban-Rural Interface (URI)

Rural Metro (RM)

Rural Ag Interface (RAI)

Ag & Range Land (AGR)



Eagleview

Laramie County, Wyoming



Fox Hill

**Subdivision
Permit & Plat**

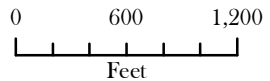
PZ-21-00290

**AMEC Memo
Map**

**Subject
Property**



November 2021



Legend

memo_zone



1



2



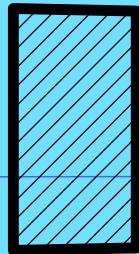
3



4



5



2

Eagleview

September 15, 2021

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

InRe: Request for waiver of the Traffic Study, Drainage Report, Preliminary Development Plan (PDP), & GESC requirements for a Final Plat, to be known as FOX HILL, a portion of NE1/4NW1/4 Section 3, Township 14 North, Range 68 West of the 6th P.M., Laramie County, WY (±19.98 acres)

Steil Surveying Services, agent for the owner, intends to plat the above-noted property into three (3) residential Tracts, averaging 6.66-acres each; none of which require a Zone Change.

All of the proposed tracts will have direct access to Silver Fox Lane (80' R/W).

Following the pre-application meeting, this letter is submitted, on behalf of the owner, requesting a waiver from the requirements for a Traffic Study, Drainage Report, PDP, and GESC Permit pursuant to Sections 2-1-100.b, 3-1-105, 3-5-105, and 3-2-102 of the Laramie County Land Use Regulations.

No portion of the proposed subdivision falls within a FEMA 100-year Special Flood Hazard Area per F.I.R.M PANEL No. 56021C1055F; dated January 17, 2007; and given the lack of existing drainage/flood problems in the area and the minimal scope of proposed development, we are requesting a waiver from any detailed drainage study. Preliminary traffic generation numbers are as follows:

| TRAFFIC AND TRIP GENERATION BY USE | | | |
|--|------------------------------|---|-----|
| SINGLE-FAMILY RURAL RESIDENTIAL | | | |
| AVERAGE DAILY TRIPS | | | |
| Existing Tract | 1 Unit x 6 ADT | = | 6 |
| Proposed additional | 2 Units x 6 ADT | = | 12 |
| <hr/> | | | |
| TOTAL | 18 AVERAGE DAILY TRIPS (ADT) | | |
| A.M./P.M. PEAK-HOUR TRIPS | | | |
| Existing Tract | 1 Units x 1.6/Unit | = | 1.6 |
| Proposed additional | 2 Units x 1.6/Unit | = | 3.2 |
| <hr/> | | | |
| TOTAL | 4.8 PEAK HOUR TRIPS | | |

The overall density of the subdivision is 6.66 acres /tract. Proposed Tracts 1-3 are large enough to be further subdivided and the owner is aware that any further subdivision will require a non-adverse recommendation from the Wyoming Department of Environmental Quality (WYDEQ).

Given these preliminary plans and analyses, 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,



Casey L. Palma, AICP
Steil Surveying Services, LLC
CPalma@SteilSurvey.com

Building Dept.: Building Dept., Daniel Peters Comments Attached 10/12/2021
Building permits shall be required for all new building construction.

Laramie County has adopted the 2018 I-codes and the 2020 NEC.

County Assessor: County Assessor, Kaycee Eisele Comments Attached 10/05/2021
We are assessing John TATE Bauman for this parcel so that is how the owner must sign off on this plat.

The legal description from when John Tate Bauman took title notes the legal "BEG AT A PNT ON THE NORTH LINE OF LOT 2, FROM WHICH THE NORTH 1/4 COR OF SEC 3, BEING THE NW COR OF TRACT 18, BEARS N. 89 DEG 50'26"W, 628.41'; " Which varies from the plat map noting a distance of 528.41. The plat legal also spells corner incorrectly.

Fox Meadows was a Record of Survey so the info on plat, including the Title Block, will need to be updated.

County Attorney: County Attorney, Joe Chenchar Comments Attached 10/01/2021
1. Be fore to remove the language "administrative" before the word plat, since this is not an administrative plat.
2. Modify vacation statement - this plat can't vacate the entirety of Tract 18 since the Fox Hill subdivision only exists on a portion of tract 18.

County Conservation District: County Conservation District, Shaun Kirkwood No Response 10/12/2021
No Comments

County Engineer: County Engineer, Scott Larson Comments Attached 10/12/2021
Engineer Review
1. I concur with the request for a waiver of a detailed Drainage Study and Traffic Study, at this time since the proposed action will have a negligible impact on both.
2. Under the title "Fox Hill", the word "Administrative" should be removed since this is not an administrative plat.
3. Also, since Fox Meadows is a record of survey and not a plat that legally created the Tracts, etc. I do not believe it is correct to reference that in the title and in the Vacation Statement. I don't know that you can vacate a Tract that has not been legally established by platting.
4. On the Legend (and any future plats that are to be submitted), please include the various line types and their designation.

5. The ROW line type used for County Road 215 is different than the one used for the eastern ROW line for Silver Fox Lane. Just for clarification, is the eastern most dashed line is the eastern ROW line for Silver Fox Lane because that would be 80' from the platted boundary for Tracts 1 -- 3 and not the dashed line 20' to the west which is the same line type used for the CR 215 ROW but it is not 80' from the property line (it is only 60' from the property line and the label for Silver Fox Lane indicates an 80' R/W). This is another reason why having the line types included in the Legend is important. However, when I look at the Record of Survey for Fox Meadows, it shows the 20' Utility Easement is east of the 80' ROW, so that would indicate that the ROW lines shown on the plat would only allow for a 60' ROW instead of 80'. Clarification for all the lines and distances for Silver Fox Lane is needed.
6. General Note 3 may be easier understood if it was modified to read "No portion of Tracts 1-3 are encumbered by..." The way it reads now is confusing.
7. According to the Laramie County GIS, the current owner is listed as John Tate Bauman and should that be reflected on the plat instead of just John Bauman?

Surveyor Review

1. There is no survey tie by bearing/azimuth and distance to the nearest public land survey system shown on the drawing of this plat.
2. The road names and/or numbers are very small and difficult to read.
3. 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.
4. Is the VARIABLE WIDTH INGRESS/EGRESS UTILITY, & DRAINAGE EASEMENT tying into the west boundary of TRACT 2 recorded on another plat or should it be referenced to Register's book and page number?

County Real Estate Office: County Real Estate Office, Laura Pate Comments
Attached 10/04/2021

Fox Meadows is just a survey, so the title block needs to reflect this.

John took title with his full middle name (Tate). Please add middle name to all places where his name appears (dedication, signature area, and notary block)

Intraoffice: Planners, Kelly Schroeder Comments Attached 10/15/2021

1. Remove "Administrative" from the title of this plat.
2. Owner's full name as recorded on the warranty deed is needed - John Tate Bauman.
3. Change the signature blocks to be signed by the Chairman of the Planning Commission and the Chairman of the Board.
4. Vacation statement not necessary as this is based on a record of survey, not a previously platted area.
5. Describe the type of sewage disposal and the type of water supply (ex: private well).
6. Is the utility/drainage easement on the western portion of the plat proposed or

recorded? If recorded, add book and page number.

7. Change the wording on note 3 to make more clear. "No portion of tracts 1-3 are encumbered by..."

8. Add a note describing wildfire hazard level as this property lies within a CWPP area.

AGENCIES WITH NO COMMENT

Combined Communications Center

Environmental Health

Fire District No 2

Intraoffice: Planners, Cambia McCollom

Wyoming Game & Fish Dept

AGENCIES WITH NO RESPONSE

Black Hills Energy

CenturyLink

County Public Works Department

County Treasurer

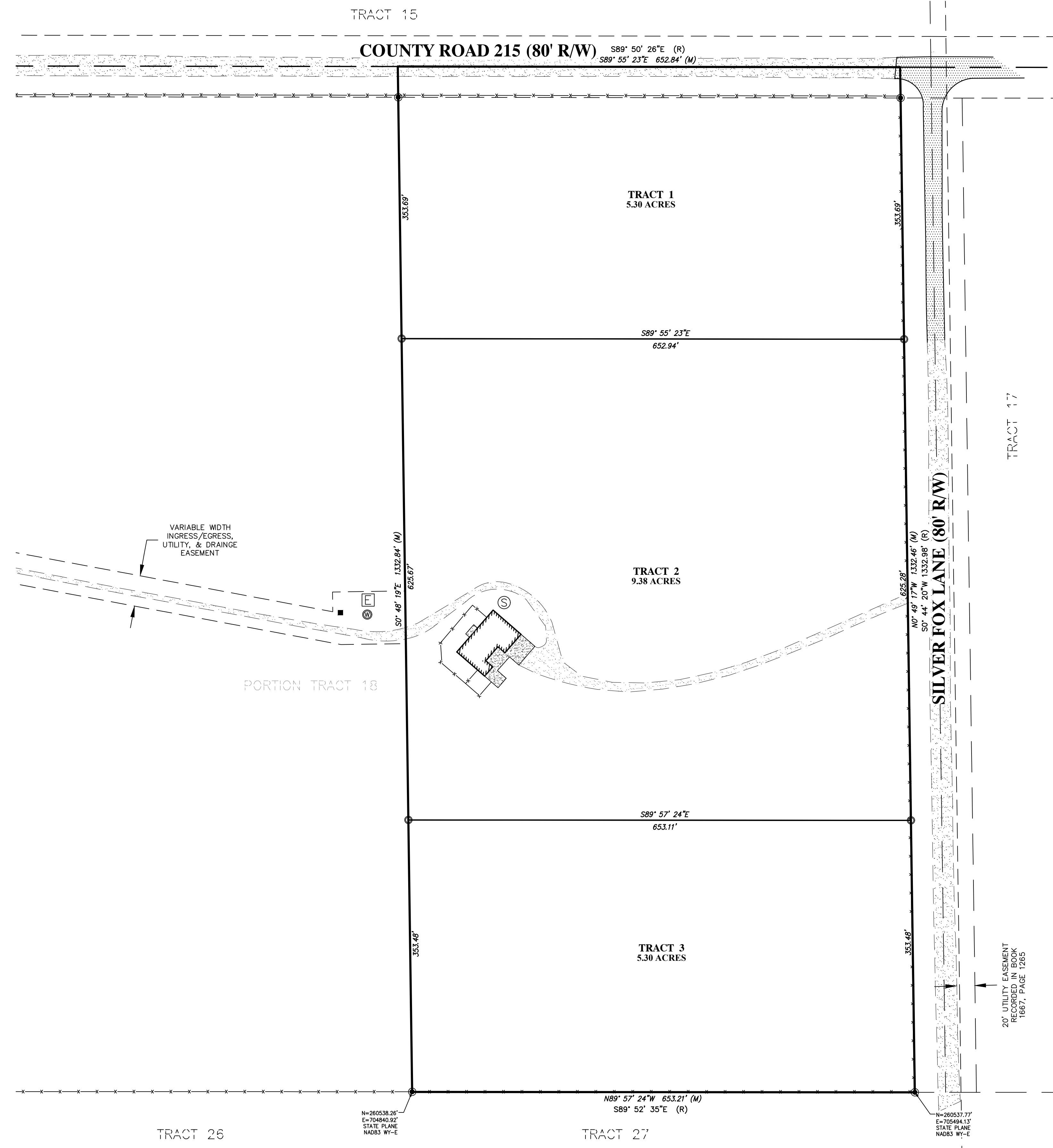
Emergency Management

Laramie County Weed & Pest

Sheriff's Office

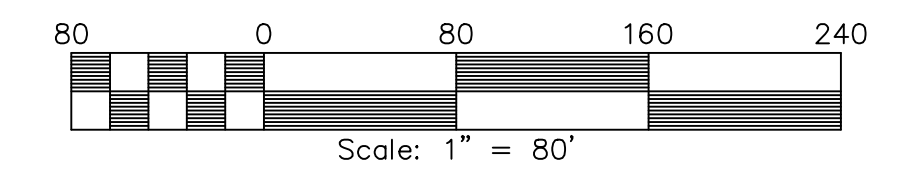
US Post Office

WYDOT



LEGEND

- SET 1½" ALUMINUM CAP STAMPED "SSS P.L.S. 5910" ON ¾" x 24" REBAR
- FOUND ALUMINUM CAP STAMPED PLS 5910
- ⊙ EXISTING WELL
- ⊙ EXISTING SANITARY SEWER MANHOLE
- EXISTING ELECTRIC METER
- ⊞ EXISTING ELECTRIC TRANSFORMER
- x- EXISTING FENCE LINE
- (M) DENOTES MEASURED DATA THIS SURVEY
- (R) DENOTES RECORD DATA
- ▨ EXISTING BITUMINOUS SURFACE
- ▨ EXISTING CONCRETE SURFACE
- ▨ EXISTING GRAVEL SURFACE



LAND DESCRIPTION

A parcel of land Situate in tract 18 of Fox Meadows of a portion of the NW¼NE¼, of Section 3, Township 14 North, Range 68 West of the 6th P.M., Laramie County, Wyoming;

A tract of land being a portion of Tract 18, Record of Survey for Fox Meadows, being a portion of Government Lot 2, Section 3, Township 14 North, Range 68 West of 6th P.M., Laramie County Wyoming, more particularly described as follows:

Beginning at a point on the north line of Lot 2 (from which the north quarter corner of Section 3 being the northwest corner of Tract 18, bears N89°50'25"W, a distance of 528.41 feet); thence S89°50'25"E, a distance of 653.56 feet to the northeast corner of Tract 18; thence S00°44'20"E, along the east line at Tract 18, a distance of 1332.98 feet; thence N89°52'35"W, along the South line of Tract 18, a distance of 653.55 feet; thence N00°44'19"W, a distance of 1333.38 feet to the point of beginning. Containing 20.00 acres more or less and subject to easements, covenants, and restrictions of record.

GENERAL NOTES

1. BASIS OF BEARINGS — EAST LINE OF SECTION 3, HAVING A BEARING OF S89°55'23"E, WYOMING STATE PLANE COORDINATES EAST ZONE, NAD83-2011, US SURVEY FEET, ALL DISTANCES ARE GRID DISTANCES. COMBINATION FACTOR = 0.999656697
2. ALL UNMONUMENTED LOT CORNERS, ANGLE POINTS, AND POINTS OF CURVATURE TO BE MONUMENTED WITH 1½" ALUMINUM CAP STAMPED "SSS P.L.S. 5910" ON ¾"x24" REBAR.
3. NO PORTION OF TRACT 1-3 IS ENCUMBERED BY A 100-YEAR SPECIAL FLOOD HAZARD AREA (SFHA), PER F.I.R.M. Panel No. 56021C1055F, DATED JANUARY 17, 2007.

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.

EXISTING CONDITIONS MAP for FOX HILL

AN ADMINISTRATIVE PLAT OF A PARCEL OF LAND SITUATED IN TRACT 18, FOX MEADOWS, OF SECTION 3, T14N, R68W, 6th P.M., LARAMIE COUNTY, WYOMING

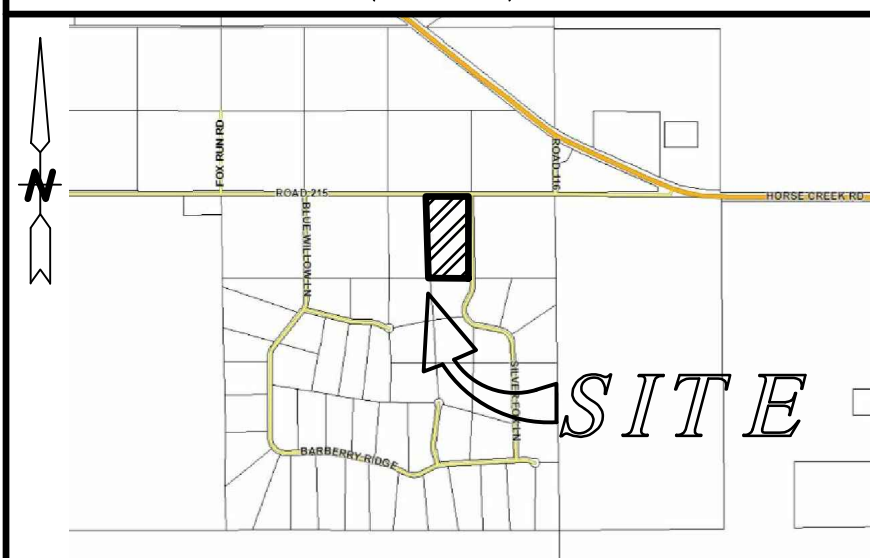
PREPARED September, 2021

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

VACATION STATEMENT

IT IS THE INTENT OF THIS PLAT TO VACATE ALL OF TRACT 18, FOX MEADOWS, SECTION 3, T14N, R68W, 6th P.M., CITY OF CHEYENNE, LARAMIE COUNTY, WYOMING EXISTING EASEMENTS TO REMAIN UNLESS NOTED OTHERWISE

VICINITY MAP
(NOT TO SCALE)

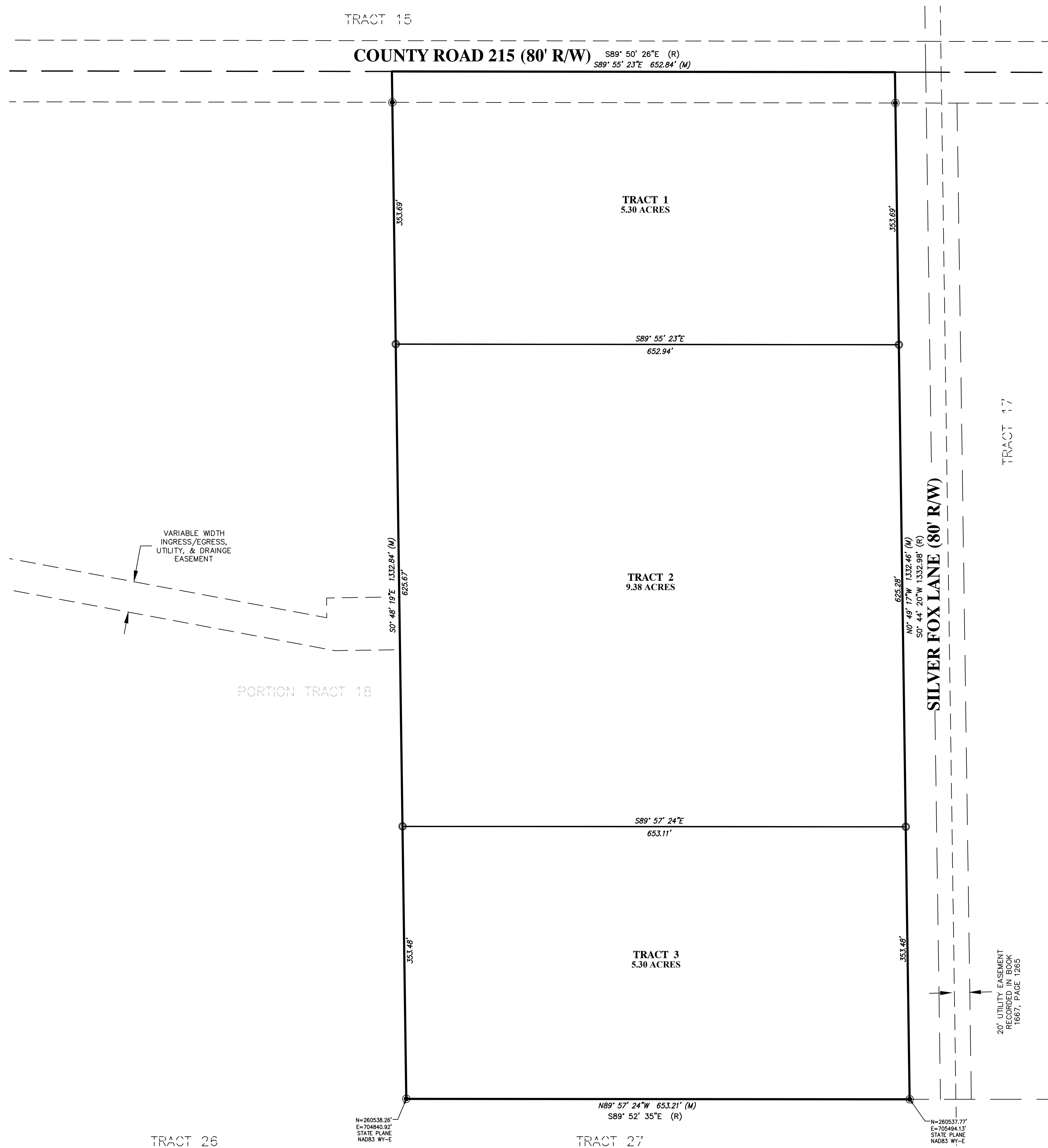


© COPYRIGHT 2021 STEIL SURVEYING SERVICES, LLC ALL RIGHTS RESERVED

REVISED: 09/17/2021

TRACT 15

COUNTY ROAD 215 (80' R/W) S89° 50' 26"E (R) 528.41' S89° 55' 23"E 652.84' (M)



LEGEND

- SET 1 1/2" ALUMINUM CAP STAMPED "SSS P.L.S. 5910" ON 3/8" x 24" REBAR
- FOUND ALUMINUM CAP STAMPED PLS 5910

DEDICATION

KNOW ALL PERSONS BY THESE PRESENTS THAT: John Bauman, owner in fee simple of a parcel of land Situate in tract 18 of Fox Meadows of a portion of the NW 1/4, of Section 3, Township 14 North, Range 68 West of the 6th P.M., Laramie County, Wyoming;

A tract of land being a portion of Tract 18, Record of Survey for Fox Meadows, being a portion of Government Lot 2, Section 3, Township 14 North, Range 68 West of 6th P.M., Laramie County Wyoming, more particularly described as follows:

Beginning at a point on the north line of Lot 2 (from which the north quarter corner of Section 3 being the northwest corner of Tract 18, bears N89°50'25"W, a distance of 528.41 feet); thence S89°50'25"E, a distance of 653.56 feet to the northeast corner of Tract 18; thence S00°44'20"E, along the east line at Tract 18, a distance of 1332.98 feet; thence N89°52'35"W, along the South line of Tract 18, a distance of 653.55 feet; thence N00°44'19"W, a distance of 1333.38 feet to the point of beginning. Containing 20.00 acres more or less and subject to easements, covenants, and restrictions of record.

Has caused the same to be surveyed, platted, and known as Fox Hill, 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.

John Bauman

OWNER ACKNOWLEDGEMENT

STATE OF WYOMING }
COUNTY OF LARAMIE } SS

The foregoing instrument was acknowledged before me this ___ day of _____, 2021 by John Bauman.

Notary Public, Laramie County, Wyoming

My Commission Expires: _____

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.

FOX HILL

AN ADMINISTRATIVE PLAT OF A PARCEL OF LAND SITUATED IN TRACT 18, FOX MEADOWS, OF SECTION 3, T14N, R68W, 6th P.M., LARAMIE COUNTY, WYOMING

PREPARED September, 2021

GENERAL NOTES

- BASIS OF BEARINGS - EAST LINE OF SECTION 3, HAVING A BEARING OF S89°55'23"E. WYOMING STATE PLANE COORDINATES EAST ZONE, NAD83-2011, US SURVEY FEET. ALL DISTANCES ARE GRID DISTANCES. COMBINATION FACTOR = 0.999656697
- ALL UNMONUMENTED LOT CORNERS, ANGLE POINTS, AND POINTS OF CURVATURE TO BE MONUMENTED WITH 1 1/2" ALUMINUM CAP STAMPED "SSS P.L.S. 5910" ON 3/8"x24" REBAR.
- A PORTION OF TRACT 1-3 IS NOT ENCUMBERED BY A 100-YEAR SPECIAL FLOOD HAZARD AREA (SFHA), PER F.I.R.M. Panel No. 56021C1055F; DATED JANUARY 17, 2007.

VACATION STATEMENT

IT IS THE INTENT OF THIS PLAT TO VACATE ALL OF TRACT 18, FOX MEADOWS, SECTION 3, T14N, R68W, 6th P.M., CITY OF CHEYENNE, LARAMIE COUNTY, WYOMING EXISTING EASEMENTS TO REMAIN UNLESS NOTED OTHERWISE

VICINITY MAP (NOT TO SCALE)



FILING RECORD

TRACT 26

APPROVALS

Approved by the Laramie County Planning Director this ___ day of _____, 2021.

Planning Director, Laramie County, Wyoming

Approved by the Director of Laramie County Public Works this ___ day of _____, 2021.

Director of Public Works, Laramie County, Wyoming

TRACT 27

COUNTY ACKNOWLEDGEMENT

STATE OF WYOMING }
COUNTY OF LARAMIE } SS

The foregoing instrument was acknowledged before me this ___ day of _____, 2021, by _____, Laramie County Planning Director and _____, as _____ for Laramie County Public Works.

Notary Public, Laramie County, Wyoming

My Commission Expires: _____

REVISED: 09/17/2021

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

RESOLUTION NO. _____

**A RESOLUTION TO APPROVE A SUBDIVISION PERMIT AND PLAT FOR
A PORTION OF GOVT. LOT 2, SECTION 3, T.14N., R.68W., OF THE 6TH P.M.,
A.K.A. A PORTION OF TRACT 18, FOX MEADOWS,
RECORD OF SURVEY, LARAMIE COUNTY, WY,
TO BE PLATTED AND KNOWN AS "FOX HILL".**

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, this resolution is the subdivision permit for Fox Hill.

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.

And the Board approves the Subdivision Permit and Plat for Fox Hill with the following condition:

1. All remaining agency comments regarding proposed and existing easements and clerical errors to the plat shall be corrected and addressed prior to recordation.

PRESENTED, READ AND ADOPTED THIS _____ DAY OF

_____, 2021.

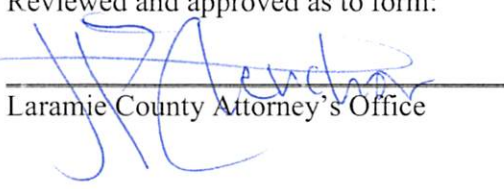
LARAMIE COUNTY BOARD OF COMMISSIONERS

Gunnar Malm, Chairman

ATTEST:

Debra K. Lee, Laramie County Clerk

Reviewed and approved as to form:



Laramie County Attorney's Office