



## LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

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### Planning • Building

#### MEMORANDUM

**TO:** Laramie County Board of Commissioners

**FROM:** Cate Cundall, Associate Planner

**DATE:** June 3, 2025

**TITLE:** PUBLIC HEARING regarding the Dea Subdivision Permit and Plat located in a portion of the E1/2 of Section 3, T16N, R67W, Laramie County, WY.

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#### **EXECUTIVE SUMMARY**

AVI, PC, on behalf of Robert A. Dea, II and Rebekah A. L. Dea, has applied for approval of the Dea Subdivision Permit and Plat located in a portion of the E1/2 of Section 3, Township 16 North, Range 67 West. The address is 2619 Road 124, Cheyenne, WY. The proposed subdivision will create five (5) residential tracts from the 35.01 acre parcel.

#### **BACKGROUND**

The subject parcel lies in the Land Use (LU) zone district and is vacant residential land with one residence. The lots will average 7.0-acres each with the existing residence located on Lot 1, Block 1 of the proposed subdivision.

#### **Pertinent Statutes and Regulations include:**

Wyoming State Statute Section 18-5-301 thru 18-5-306 and 34-12-101 thru 34-12-115.  
Section 2-1-101 governing the requirements for submittal of a Subdivision Permit and Plat.  
Section 4-2-114 governing the Land Use zone district (LU).

#### **DISCUSSION**

The Laramie County Comprehensive Plan identifies the area as Ag and Range Land (AGR). These areas are far removed from the providers of public service. Primary uses are agriculture crop and livestock production and associated residential uses. The subject property does not lie within the Plan Cheyenne boundary.

The subdivision will be accessed via Road 124 onto a cul-de-sac for Lots 3, 4, and 5. Lots 1 and 2 will be accessed via Road 124 onto a 40' access easement. Traffic and drainage study waivers were approved by the engineer since impacts will be minimal.

The property lies within Zone 4 of the Amec Memo study area. Development design standards contained within the Land Use Regulations dictate that minimum acreage within Zone 4 be 5.25 acres to accommodate for the impervious surface of residential structures and driveways. The proposed lots meet this minimum acreage requirement. The proposal outlines water being provided by individual wells. Individual septic systems will provide sanitary services.

Agency comments have been addressed and corrections made to the plat. Public notice was completed per section 1-2-104 and no comments were received.

On May 8, 2025, the Laramie County Planning Commission held a public hearing on this application and voted (4-0) to recommend approval.

### **RECOMMENDATION and FINDINGS**

**Based on evidence provided, staff finds 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 4-2-114 governing the LU – Land Use zone district.

### **PROPOSED MOTION**

**I move to approve the Subdivision Permit and Plat for Dea Subdivision located in a portion of the E1/2 of Section 3, T16N, R67W, Laramie County, WY, with no conditions, and adopt the findings of fact a, and b of the staff report.**

### **ATTACHMENTS**

**Attachment 1: Location Map**

**Attachment 2: Project Narrative**

**Attachment 3: Pre-App Meeting Notes**

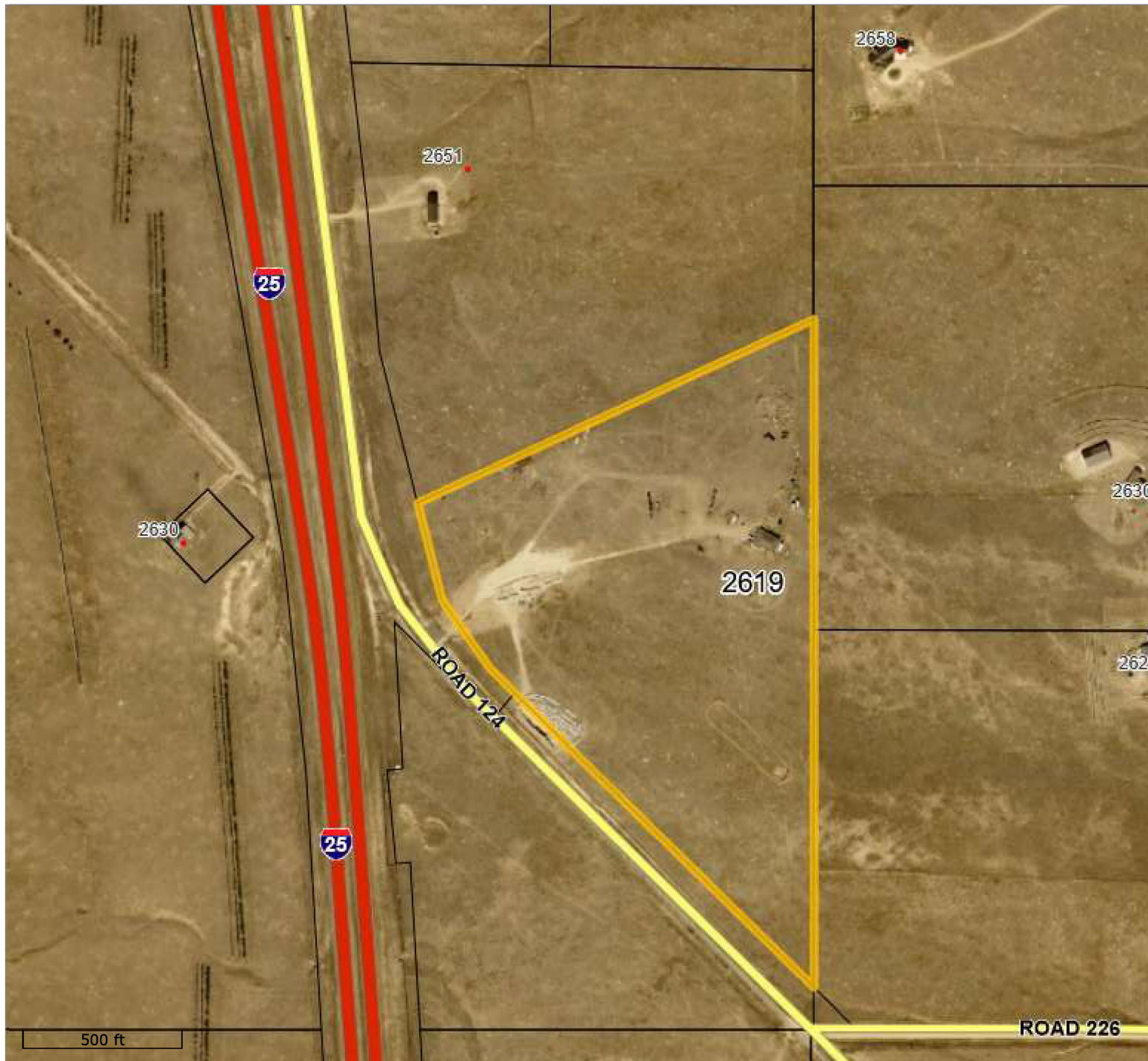
**Attachment 4: Agency Comment Reports and Applicant Responses**

**Attachment 5: CFF & PSF & DEQ Acknowledgement, Drainage & Traffic Waiver**

**Attachment 6: Perimeter Fence Acknowledgement**

**Attachment 7: Resolution**

**Attachment 8: Dea Subdivision Plat**



**Dea Subdivision  
2619 Road 124  
Cheyenne,  
Wyoming**

**PZ-25-00019**

**Land Use  
Zone District**

March 20, 2025

Justin Arnold, Laramie County Planning  
3931 Archer Parkway  
Cheyenne, WY 82009

**RE: DEA SUBDIVISION FIRST FILING – FINAL SUBDIVISION PERMIT**

Dear Mr. Arnold,

AVI, P.C. on behalf of Robert Dea is submitting a zone change application, located at the northeast corner of where Road 124 meets I-25, more particularly described as A Portion Of The E1/2 Of Section 3, Desc As: Beginning At A Point On The East Line Of Said Section 3, From Which The East Quarter Corner Of Said Section 3 Bears N 00 Deg 07' 34" E, 420.95 Feet, Thence S 00 Deg 07' 34" W, Along The East Line Of Said Section 3, A Distance Of 2159.76 Feet To The Northerly Line Of Old Yellowstone Highway /I-25 Service Road, From Which The Southeast Corner Of Said Section 3 Bears S 00 Deg 07' 34" W, 71.46 Feet; Thence N 44 Deg 16' 32" W, Along Said Northerly And Easterly Line, 1370.03 Feet; Thence N 38 Deg 37' 40" W, Along Said Easterly Line, 383.04 Feet; Thence N 12 Deg 51' 09" W, Along Said Easterly Line, 300.01 Feet; Thence N 65 Deg 08' 19" E, 1396.45 Feet To The POB Laramie County, Wyoming.

The request of the subdivision permit is for the specified parcel of 35.01 acres to be subdivided into 5 lots. This change aims to accommodate the growing demand for rural residential development in the area. All lots will be above the required 5.25 acres for the AMEC memo with an average of 7 acres. Most lots will be about 6.5 acres with one being nearly 9 acres for the current property owner. We are proposing two access points for the proposed subdivision, one which transitions into a private access easement for the current property owner's lot. All lots will be served by private well and septic systems. The property is zoned LU.

If you have any questions or would like to discuss this project in greater detail, please contact our office.

Respectfully submitted,



Mark Christensen, AICP, Planner

**A.V.I. PROFESSIONAL CORPORATION**

h:\4947\_dea subdivision\planning\final plat\submittal\4947 project narrative.docx





# LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

3966 Archer Pkwy  
Cheyenne, WY 82009 planning@laramiecounty.com  
Phone (307) 633-4303 Fax (307) 633-4616



## Pre-Application Meeting Notes

Disclaimer: These notes are intended as guidance only. Fee calculations are determined at the time of application, and issues that arise during review periods are not always anticipated at the pre-application stage.

Public Records Act: This document and any documents provided by the applicant to Planning may constitute a public record under W.S. § 16-4-201 et seq. Applicants are advised not to divulge any information at a pre-application meeting with Planning that they do not yet desire to be public information.

Date: 02/27/25 Staff: JA BH SK DP		Property Owner: Robert Dea
Project Description: 5 lot subd.		
Project Location/Address: 2619 Road 124		R #: 0060021
<b>ATTENDEES/AGENTS/PARTIES</b>		
Applicant Mark Christensen (Avt)	Phone	Email
Other	Phone	Email
Other	Phone	Email
<b>APPLICATION TYPE(S)</b>		
<input type="checkbox"/> Administrative Plat (Vacation? Y/N) <input type="checkbox"/> Appeal <input type="checkbox"/> Board Approval <input type="checkbox"/> Home Occupation <input type="checkbox"/> Family Exemption <input type="checkbox"/> Preliminary Development Plan <input type="checkbox"/> Public Hearing – No Approval Required (Xmission lines, O&G)	<input type="checkbox"/> Site Plan <input type="checkbox"/> Site Plan – Amendment <input type="checkbox"/> Site Plan – For Records <input type="checkbox"/> Subdivision Exemption – Other <input checked="" type="checkbox"/> Subdivision Permit & Plat <input type="checkbox"/> Variance <input type="checkbox"/> Zone Change	
<b>APPLICATION GUIDANCE</b>		
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Application Fees:	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Copy of Pre-Application Meeting Notes:	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Project Narrative Letter/Justification Letter:	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Warranty Deed/Lease Agreement:	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Plat <input type="checkbox"/> Site Plan / Plot Plan / Record of Survey / Preliminary Dev. Plan / Route Map / Zone Change Map:	
<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> TBD	Drainage Plans: w/ ROW permit.	
<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Letter of Waiver	Drainage Study:	
<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Letter of Waiver	Traffic Study:	



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Phone (307) 633-4303 Fax (307) 633-4616



### Pre-Application Meeting Notes

<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Community Facility Fees Acknowledgement Letter:
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Public Safety Fees Acknowledgement Letter:
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD	WY DEQ Chapter 23 Study/Submittal Letter:
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD	Development Agreement:
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> TBD	Roadway Maintenance Plan:
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD	Road/Easement Use Agreement:
<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> TBD	ROW Construction Permit: <i>Upon construction</i>
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Engineer Review – Paid by Applicant: <i>Actual cost</i>
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD	Environmental Health Review / Approval:
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD	Environmental and Services Impact Report:
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD	GESC/Grading Erosion & Sediment Control Permit:
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD	Floodplain Development Permit:
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Letter of Consent	Perimeter Fence Construction per W.S § 18-5-319:

Public Notice Requirements	General Notes:
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Public Notice Sign(s) Required – Posted/Paid by Applicant: <i>X 1 \$26</i>
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Newspaper Legal Notice Required – Paid by Applicant:
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Property Owner Notification Letter Required – Paid by Applicant:



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### Pre-Application Meeting Notes



#### Miscellaneous Notes:

- (5.25 acres ea.)
- Create a 51 lot subdivision w/existing 35 acres.
  - PW Access/Approach.
  - Env. Health - Original house septic needs 50ft off from septic & property line.



## EXHIBIT A

Laramie County Planning and Development Fee Schedule					
Application and sign fees shall be paid at the time of application submittal. Other fees will be billed to the applicant.					
Application	Fee	Sign (per sign)	Legal Ad (per ad)	Engineer Review	Mailing
Preliminary Development Plan	\$1000.00	\$26.00	N/A	Actual Cost	Actual Cost
Low Impact GESC	\$250.00	N/A	N/A	Actual Cost	N/A
Standard GESC	\$500.00	N/A	N/A	Actual Cost	N/A
Board Approval	\$500.00	\$26.00	Actual Cost	Actual Cost	Actual Cost
Variance	\$600.00	\$26.00	Actual Cost	Actual Cost	Actual Cost
Temporary Use	\$100.00	N/A	N/A	N/A	N/A
Address – New Oil & Gas Facility	\$200.00	N/A	N/A	N/A	N/A
Address – Existing Oil & Gas Facility	\$100.00	N/A	N/A	N/A	N/A
Floodplain Development Permit	\$200.00	N/A	N/A	Actual Cost	N/A
Site Plan, New and Major Amendments	\$750.00	\$26.00	Actual Cost – if applicable	Actual Cost	Actual Cost
Site Plan, Minor Amendments	\$250.00	\$26.00	N/A	Actual Cost	Actual Cost
Zone Change	\$500.00	\$26.00	Actual Cost	Actual Cost	Actual Cost
Wireless Tower	\$250.00	\$26.00 - if applicable	Actual Cost – if applicable	Actual Cost	Actual Cost
Family Child Care Home	\$100.00	N/A	N/A	N/A	N/A
Subdivision Permit (25 lots or less)	\$1,200.00	\$26.00	Actual Cost	Actual Cost	Actual Cost
Subdivision Permit (26 lots or more)	\$1,800.00	\$26.00	Actual Cost	Actual Cost	Actual Cost
Administrative Plat	\$750.00	\$26.00	Actual Cost	Actual Cost	Actual Cost
Road/Easement Naming	\$200.00	\$26.00	N/A	N/A	Actual Cost
Environmental Health Fee **See Note**	\$200.00 with public sewer. \$200 plus \$10.00 per lot without public sewer (not to exceed \$500.00)				
Community Facility Fees	Land within a water/sewer district or serviced by a district: \$500.00 per acre, rounded to the nearest .1 acre. Minimum \$250.00				
Community Facility Fees	Land outside a water/sewer district with no public water/sewer services: \$50.00 per acre, rounded to the nearest .1 acre. Minimum \$25.00				
Public Safety Fees	Land within any water and/or sewer district or serviced by a public water system shall be assessed a \$200.00 per lot public safety fee				
Public Safety Fees	Land outside of a water and/or sewer district shall be assessed a \$1,000.00 per lot public safety fee				

**\*\*Note:** Health Dept. fee increase relating to subdivision permit/plat process approved by Laramie County Board of Commissioners on June 2, 2015, and Board of Health on June 16, 2015.



## **Traffic Study Waiver Request Criteria**

### **3-5-105a. Requirements**

A traffic study may be required for any site plan, subdivision permit, or access request for any development and shall be required for any project or development that will generate 100 or more trips during any hour or over 200 trips per day. Traffic studies shall be prepared by a qualified civil engineer licensed by the Wyoming State Board of Registration for Professional Engineers and Professional Land Surveyors to practice engineering in Wyoming. The applicant and the engineer shall meet with the County prior to preparation of the traffic study to discuss specific issues or concerns. The Director of Planning and Development may waive a traffic study based on estimated ADT, and peak hour trips, or existing road or site conditions, including adequate pedestrian access.

## **Drainage Study Waiver Request Criteria**

### **3-1-105 Drainage Report Waiver**

Requests for waivers for drainage impact studies shall be made in writing to the Laramie County Public Works Department. The County shall review the request and approve the grant for a waiver or identify the level of study required for the proposed development action. Laramie County Public Works may waive the requirement for drainage study based on the following:

- a. Information is provided to substantiate there are no potential drainage problems at the site or downstream of the site (including impacts to downstream floodplains).
- b. The development or redevelopment will not result in an increase in the historic impervious area.
- c. The development or redevelopment of an area is immediately adjacent to a major drainageway that is capable of conveying the fully developed basin 100-year flood without impact to the base flood elevation.
- d. The development or redevelopment is unlikely to create drainage problems.

# Agency Review #1

## Permit Notes

**Permit Number:** PZ-25-00019

**Parcel Number:** 16670340000300

**Submitted:** 03/20/2025

**Site Address:** 2619 ROAD 124

**Technically Complete:** 03/20/2025

**Applicant:** AVI PC  
**Owner:** DEA, ROBERT A II ET UX

Cheyenne, WY 82009

**Approved:** 04/18/2025  
**Issued:**

**Project Description:** 5 Lot Subdivision of 35 Acres

<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>
03/20/2025		Application	PZ-25-00019	GENERAL	5.8.25 Planning Commission Public Hearing, 6.3.25 BOCC Public Hearing, 3.26.25 Legal Ad Published, 3.21.25 Neighbor Letter Sent.	CATHERINE.CUND ALL@LARAMIECO UNTYWY.GOV
03/21/2025		Application	PZ-25-00019	GENERAL	WAPA has no conflict with this project.	ROGERS@LARAMI ECOUNTYWY.GOV
03/21/2025	04/08/2025	Workflow	COUNTY REAL ESTATE OFFICE REVIEW	DEFICIENCY	The current deed shows Robert A Dea, II and Rebekah A L Dea as current owners of the property. Please add Rebekah A L Dea to the dedication and notary acknowledgement	TERESA.LEMASTE R@LARAMIECOUN TYWY.GOV
03/24/2025	04/08/2025	Workflow	COUNTY ASSESSOR REVIEW	DEFICIENCY	The current ownership is DEA, ROBERT A II and DEA, REBEKAH A L. Dedication and notary need corrected.	CANDICE.MCCART @LARAMIECOUNT YWY.GOV
03/26/2025		Application	PZ-25-00019	GENERAL	No Comments	MATTHEW.BUTLE R@LARAMIECOUN TYWY.GOV
04/02/2025		Application	PZ-25-00019	GENERAL	1st Review - Engineer Review 1.The plat indicates water and sewer will be provided by Cheyenne BOPU. This needs to be changed to reflect individual wells and septic. 2.The plat indicates fire protection to be by Cheyenne Fire Department and it should be LCFA. 3.Per State Statutes, the note THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE needs to be added to the plat. 4.There needs to be a note regarding the existence or absence of any FEMA floodplains and reference the correct FEMA panel. 5.Please correct the owners information on the plat. Per the deed it is not just in the name of Robert Dea. 6.The ROW for County Road 124 needs to be shown. The plat only indicates the ROW varies, but it does not show the westerly boundary for the ROW, it only shows the ROW on the easterly side along this proposed subdivision. 7.I agree a Traffic Study and Drainage Study is not warranted. 8.All roads within the subdivision, even within easements, are required to be designed and constructed to LCLUR requirements. Designs shall be submitted to the County for	SCOTT.LARSON@ LARAMIECOUNTY WY.GOV

## Permit Notes

review and approval.

### Surveyor Review

- 1.The DEDICATION states THAT ROBERT DEA, OWNER IN FEE SIMPLE. The signature and acknowledgement is just for ROBERT DEA. If ROBERT DEA is the owner in owner in fee simple, then maybe the grammar throughout the remainder of the DEDICATION should be adjusted.
- 2.It appears that the differences are shown on the plat, however on the document scan that I was provided, a lot of the differences are not legible.
- 3.A lot of the boundary line labels were not legible on the scan of the plat that I was provided.
- 4.The boundary lines of the WYDOT ROW BK858NPG230 referenced along the west edge of the subdivision should be more clearly labeled with bearings, distances and widths.

04/02/2025	Application	PZ-25-00019	GENERAL	Concur with Assessor's notes, no further comments. [JB]	LARAMIECOUNTY ATTORNEY@LARA MIECOUNTYWY.G OV
04/03/2025	Workflow	PLAN REVIEW BY ENVIRONMENTA L HEALTH	GENERAL	Plat states that Cheyenne BOPU will be utilized for wastewater and water. BOPU does not have water or wastewater lines in this vicinity. Make sure existing septic system is kept 50 ft from new lot 2 block 1 if changes are made to property lines. New development will require septic permits. Signed final plat must be submitted to Environmental Health prior to septic permit applications.	TIFFANY.GAERTN ER@LARAMIECOU NTYWY.GOV
04/03/2025	Workflow	PUBLIC WORKS REVIEW	GENERAL	<p>PW 1st review:</p> <ol style="list-style-type: none"> <li>1. All comments from the review engineer and surveyor shall be addressed and resolved appropriately.</li> <li>2. Due to the adjacent WYDOT right-of-way shown on the plat, I recommend a review be conducted by a WYDOT representative.</li> <li>3. Laramie County Public Works maintains Road 124 adjacent to this parcel and north of this parcel. In a quick search we were unable to locate any documents showing a change in jurisdictional ownership. Please confirm there are no other recorded documents adjacent to the plat boundary related to "ownership".</li> <li>2c. A separate access permit application through Public Works will be required for each tract. Please apply for your Public Works access permit on the SmartGov Portal. Call (307-633-4302) or email (permits@laramiecountywy.gov) Public Works with any questions.</li> <li>2d. As a heads up, the access approach(s) for this site will have to be paved (from the edge of pavement to the right-of-way line or 20 foot back, whichever is greater) to meet the conditions of the main road the access will be off (Road 124).</li> <li>3. Future infrastructure upgrades may be required with this development. This could include but is not limited to access,</li> </ol>	MOLLY.BENNETT @LARAMIECOUNT YWY.GOV

## Permit Notes

right-of-way (road construction), re-vegetation and signage. Permit applications through Public Works will be required at the time of development.

4. Any internal roadways on the site shall comply with the needs of emergency services.

5. Roadways shall be designed and built to the current road standards within the Laramie County Land Use Regulations. A right-of-way/grading permit through Laramie County Public Works will be required. Please apply through the SmartGov portal. Call (307-633-4302) or email (permits@laramiecountywy.gov) Public Works for more information.

6. Please add a call out with the two access easements indicating "dedicated this plat".

7. A note shall be added to the plat indicating "there will be no public maintenance of internal roadways/access easements."

8. A note shall be added to the plat indicating "All Tracts are to be accessed off internal roadways/access easements. No access off Road 124 will be granted."

9. No active zone change application was found as indicated in the project narrative. If a zone change is needed, an application needs to be submitted and approved prior to this plat. If a zone change is no longer needed, please update the Project narrative.

04/04/2025	Workflow	PLAN REVIEW BY BUILDING	GENERAL	<p>Premises identification shall be in accordance with 2024 IFC section 505 and 2024 IRC section 319, and 2024 IBC section 502.1.</p> <p>Building permits shall be required for all new building construction.</p> <p>Laramie County has adopted the 2024 I-codes and the 2023 NEC.</p>	DANIEL.PETERS@ LARAMIECOUNTY WY.GOV
04/08/2025	Application	PZ-25-00019	GENERAL	Added WYDOT review at suggestion from PW.	CATHERINE.CUND ALL@LARAMIECO UNTYWY.GOV
04/14/2025	Application	PZ-25-00019	GENERAL	<p>1. Access roads from the state highway system will require WYDOT access permits for new/modified/change in use, including removal. Maintain existing drainage patterns so that stormwater is not concentrated and diverted from locations where it currently crosses WYDOT R/W. Please submit all access documentation to Paul Beckett (Paul.Beckett@wyo.gov- 307.745.2118). To obtain an access permit application (Access application (M-3A)) see the following link:</p> <p><a href="https://www.dot.state.wy.us/home/engineering_technical_programs/manuals_publications.html">https://www.dot.state.wy.us/home/engineering_technical_programs/manuals_publications.html</a></p> <p>2. Developers should be aware that any work or presence in</p>	TAYLOR.MCCORT @LARAMIECOUNT WY.GOV



## Permit Notes

the right of way created by development/construction for this project will need the appropriate permitting or licensing between the utility owner (or appropriate local agency for fence modifications) and WYDOT District 1 Maintenance. Also, the development must maintain historic drainage corridors so that drainage is not diverted to other entry points to the R/W. If drainage is affected in the highway right-of-way, a drainage study needs to demonstrate that post-development discharge rates are metered at or below pre-development rates for 2, 5, 10, 25, 50 and 100 year events and will need to be reviewed by WYDOT Bridge/Hydraulics Program. Please contact Michael Elliot (Michael.Elliott@wyo.gov 307.745.2123) for utility permit information.

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Laramie County Planning and Development  
3966 Archer Parkway  
Cheyenne, WY 82009  
Attn: Cate Cundall Associate Planner  
VIA Email [catherine.cundall@laramiecountyywy.gov](mailto:catherine.cundall@laramiecountyywy.gov)

April 28, 2025  
2-4947.24

**RE: RESPONSE TO PERMIT NUMBER: PZ-25-00019 AGENCY REVIEW #1 5 LOT SUBDIVISION OF 35 ACRES**

Dear Cate Cundall,

Attached for your review and approval is a resubmittal of the Subdivision Permit for the project referenced above. The plans have been revised per County review comments received on Dated April 18, 2025. The comments are listed below with the design team's response or proposed resolution in *red*.

**Catherine Cundall - General**

Note Text

1. 5.8.25 Planning Commission Public Hearing, *Acknowledged*
2. 6.3.25 BOCC Public Hearing, *Acknowledged*
3. 3.26.25 Legal Ad Published, *Acknowledged*
4. Neighbor Letter Sent. *Acknowledged*
5. Added WYDOT review at suggestion from PW. *Acknowledged*

**Rogers – General**

1. WAPA has no conflict with this project. *Acknowledged*

**County Real Estate Office Teresa Lemaster- Deficiency**

1. The current deed shows Robert A Dea, II and Rebekah A L Dea as current owners of the property. Please add Rebekah A L Dea to the dedication and notary acknowledgement. *Rebekah A L Dea added to dedication and notary acknowledgement*

**County Assessor Candice McCart – Deficiency**

1. The current ownership is DEA, ROBERT A II and DEA, REBEKAHAL. *Rebekah A L Dea added to dedication and notary acknowledgement*
2. Dedication and notary need corrected. *Rebekah A L Dea added to dedication and notary acknowledgement*

**Matthew Butler-General**

1. No Comment. *Acknowledged*

**Scott Larson-General - 1st Review -Engineer Review**

1. The plat indicates water and sewer will be provided by Cheyenne BOPU. This needs to be changed to reflect individual wells and septic. *Note on plat has been updated to reflect individual wells and septic; error resulted from template*
2. The plat indicates fire protection to be by Cheyenne Fire Department and it should be LCFA. *Note on plat has been updated to reflect LCFA; error resulted from template*
3. Per State Statutes, the note THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE needs to be added to the plat. *Note has been added to plat*
4. There needs to be a note regarding the existence or absence of any FEMA floodplains and reference the correct FEMA panel. *Note has been added to plat*
5. Please correct the owners information on the plat. Per the deed it is not just in the name of Robert Dea. *Rebekah A L Dea added to dedication and notary acknowledgement*
6. The ROW for County Road 124 needs to be shown. The plat only indicates the ROW varies, but it does not show the westerly boundary for the ROW, it only shows the ROW on the easterly side along this proposed subdivision. *Westerly ROW line added to plat*
7. I agree a Traffic Study and Drainage Study is not warranted. *Acknowledged*
8. All roads within the subdivision, even within easements, are required to be designed and constructed to LCLUR requirements. *Note added to plat discussing roadways and LCLUR requirements*
9. Designs shall be submitted to the County for review and approval. *Acknowledged*

**Scott Larson-General - Surveyor Review**

1. The DEDICATION states THAT ROBERT DEA, OWNER IN FEE SIMPLE. The signature and acknowledgement is just for ROBERT DEA. If ROBERT DEA is the owner in owner in fee simple, then maybe the grammar throughout the remainder of the DEDICATION should be adjusted. *Rebekah A L Dea added to dedication and notary acknowledgement*
2. It appears that the differences are shown on the plat, however on the document scan that I was provided, a lot of the differences are not legible. *Acknowledged and Higher Quality Export Provided*
3. A lot of the boundary line labels were not legible on the scan of the plat that I was provided. *Acknowledged and Higher Quality Export Provided*
4. The boundary lines of the WYDOT ROW BK858NPG230 referenced along the west edge of the subdivision should be more clearly labeled with bearings, distances and widths. *Bearings and distances added to WYDOT ROW*

**Laramie County Attorney -General**

1. Concur with Assessor's notes, no further comments. [JB] *Acknowledged*

**Plan Review Environmental Health Tiffany Gaertner-General**

1. Plat states that Cheyenne BOPU will be utilized for wastewater and water. *A Note on plat has been updated to reflect individual wells and septic; error resulted from template*
2. BOPU does not have water or wastewater lines in this vicinity. *Note on plat has been updated to reflect individual wells and septic; error resulted from template*
3. Make sure existing septic system is kept 50 ft from new lot 2 block 1 if changes are made to property lines. *Acknowledged*
4. New development will require septic permits. *Acknowledged*
5. Signed final plat must be submitted to Environmental Health prior to septic permit applications. *Acknowledged*

**Public Works Molly Bennett – General - PW 1st review:**

1. All comments from the review engineer and surveyor shall be addressed and resolved appropriately. *Acknowledged*
2. Due to the adjacent WYDOT right-of-way shown on the plat, I recommend a review be conducted by a WYDOT representative. *Agree*
3. Laramie County Public Works maintains Road 124 adjacent to this parcel and north of this parcel. In a quick search we were unable to locate any documents showing a change in jurisdictional ownership. Please confirm there are no other recorded documents adjacent to the plat boundary related to "ownership". *We have not come across any additional documents*
4. A separate access permit application through Public Works will be required for each tract. Please apply for your Public Works access permit on the SmartGov Portal. Call (307-633-4302) or email ([permits@laramiecountyny.gov](mailto:permits@laramiecountyny.gov)) Public Works with any questions. *Acknowledged*
5. As a heads up, the access approach(s) for this site will have to be paved (from the edge of pavement to the right-of-way line or 20 foot back, whichever is greater) to meet the conditions of the main road the access will be off (Road 124). *Acknowledged*
6. Future infrastructure upgrades may be required with this development. This could include but is not limited to access, right-of-way (road construction), re-vegetation and signage. Permit applications through Public Works will be required at the time of development. *Acknowledged*
7. Any internal roadways on the site shall comply with the needs of emergency services. *Acknowledged*
8. Roadways shall be designed and built to the current road standards within the Laramie County Land Use Regulations. *Note added to plat*
9. A right-of-way/grading permit through Laramie County Public Works will be required. Please apply through the SmartGov portal. Call (307-633-4302) or email ([permits@laramiecountyny.gov](mailto:permits@laramiecountyny.gov)) Public Works for more information. *Acknowledged*



10. Please add a call out with the two access easements indicating "dedicated this plat". *Added callout to access easements*
11. A note shall be added to the plat indicating "there will be no public maintenance of internal roadways/access easements. *Note added*
12. A note shall be added to the plat indicating "All Tracts are to be accessed off internal roadways/access easements. No access off Road 124 will be granted." *Note added*
13. No active zone change application was found as indicated in the project narrative. If a zone change is needed, an application needs to be submitted and approved prior to this plat. If a zone change is no longer needed, please update the Project narrative. *Corrected and resubmitted*

#### **Plan Review By Building Daniel Peters - General**

1. Premises identification shall be in accordance with 2024 IFC section 505 and 2024 IRC section 319, and 2024 IBC section 502.1. *Acknowledged*
2. Building permits shall be required for all new building construction. *Acknowledged*
3. Laramie County has adopted the 2024 1-codes and the 2023 NEC. *Acknowledged*

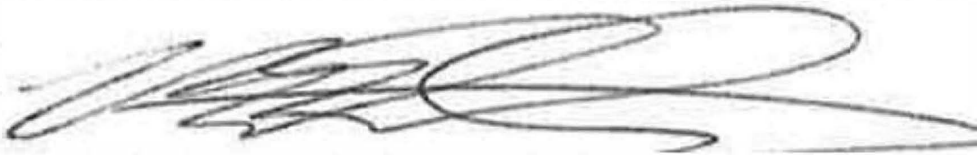
#### **Taylor McCort**

1. Access roads from the state highway system will require access permits for new/modified/change in use, including removal. *Acknowledged*
2. Maintain existing drainage patterns so that stormwater is not concentrated and diverted from locations where it currently crosses WYDOT R/W. Please submit all access documentation to Paul Beckett (Paul.Beckett@wyo.gov- 307.745.2118). *Acknowledged*  
  
To obtain an access permit application (Access application (M-3A)) see the following link:  
[https://www.dot.state.wy.us/home/engineering\\_technical\\_programs/manuals\\_publications.html](https://www.dot.state.wy.us/home/engineering_technical_programs/manuals_publications.html)
3. Developers should be aware that any work or presence in the right of way created by development/construction for this project will need the appropriate permitting or licensing between the utility owner (or appropriate local agency for fence modifications) and WYDOT District 1 Maintenance. *Acknowledged*
4. Also, the development must maintain historic drainage corridors so that drainage is not diverted to other entry points to the R/W. *Acknowledged*
5. If drainage is affected in the highway right-of-way, a drainage study needs to demonstrate that post-development discharge rates are metered at or below pre-development rates for 2, 5, 10, 25, 50 and 100 year events and will need to be reviewed by WYDOT Bridge/Hydraulics Program. Please contact Michael Elliot (Michael.Elliott@wyo.gov 307.745.2123) for utility permit information. *Acknowledged*

If you have any questions or require additional information, please feel free to contact me directly.

Respectfully Submitted

**AVI PROFESSIONAL CORPORATION**



Mark Christensen, AICP  
Project Manager  
1103 Old Town Lane | Cheyenne, Wyoming 82009 | 307.637.6017

[avi@avipc.com](mailto:avi@avipc.com) | [www.avipc.com](http://www.avipc.com)

Cc: [Enter To Name (s)]

\\\\avihost2\\projects2\\4947\_dea subdivision\\correspondence\\4947\_county response letter to permit number pz\_25\_00019 agency review 1 .docx

## Agency Review #2

### Permit Notes

Permit Number: PZ-25-00019

Parcel Number: 16670340000300

Submitted: 03/20/2025

Site Address: 2619 ROAD 124

Technically Complete: 03/20/2025

Cheyenne, WY 82009

Approved: 04/18/2025

Issued:

Applicant: AVI PC  
Owner: DEA, ROBERT A II ET UX  
Project Description: 5 Lot Subdivision of 35 Acres

<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>
03/20/2025		Application	PZ-25-00019	GENERAL	5.8.25 Planning Commission Public Hearing, 6.3.25 BOCC Public Hearing, 3.26.25 Legal Ad Published, 3.21.25 Neighbor Letter Sent.	CATHERINE.CUND ALL@LARAMIECO UNTYWY.GOV
03/21/2025		Application	PZ-25-00019	GENERAL	WAPA has no conflict with this project.	ROGERS@LARAMI ECOUNTYWY.GOV
03/21/2025	04/08/2025	Workflow	COUNTY REAL ESTATE OFFICE REVIEW	DEFICIENCY	The current deed shows Robert A Dea, II and Rebekah A L Dea as current owners of the property. Please add Rebekah A L Dea to the dedication and notary acknowledgement	TERESA.LEMASTE R@LARAMIECOUN TYWY.GOV
03/24/2025	04/08/2025	Workflow	COUNTY ASSESSOR REVIEW	DEFICIENCY	The current ownership is DEA, ROBERT A II and DEA, REBEKAH A L. Dedication and notary need corrected.	CANDICE.MCCART @LARAMIECOUNT YWY.GOV
03/26/2025		Application	PZ-25-00019	GENERAL	No Comments	MATTHEW.BUTLE R@LARAMIECOUN TYWY.GOV
04/02/2025		Application	PZ-25-00019	GENERAL	1st Review - Engineer Review 1.The plat indicates water and sewer will be provided by Cheyenne BOPU. This needs to be changed to reflect individual wells and septic. 2.The plat indicates fire protection to be by Cheyenne Fire Department and it should be LCFA. 3.Per State Statutes, the note THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE needs to be added to the plat. 4.There needs to be a note regarding the existence or absence of any FEMA floodplains and reference the correct FEMA panel. 5.Please correct the owners information on the plat. Per the deed it is not just in the name of Robert Dea. 6.The ROW for County Road 124 needs to be shown. The plat only indicates the ROW varies, but it does not show the westerly boundary for the ROW, it only shows the ROW on the easterly side along this proposed subdivision. 7.I agree a Traffic Study and Drainage Study is not warranted. 8.All roads within the subdivision, even within easements, are required to be designed and constructed to LCLUR requirements. Designs shall be submitted to the County for	SCOTT.LARSON@ LARAMIECOUNTY WY.GOV

## Permit Notes

review and approval.

### Surveyor Review

- 1.The DEDICATION states THAT ROBERT DEA, OWNER IN FEE SIMPLE. The signature and acknowledgement is just for ROBERT DEA. If ROBERT DEA is the owner in owner in fee simple, then maybe the grammar throughout the remainder of the DEDICATION should be adjusted.
- 2.It appears that the differences are shown on the plat, however on the document scan that I was provided, a lot of the differences are not legible.
- 3.A lot of the boundary line labels were not legible on the scan of the plat that I was provided.
- 4.The boundary lines of the WYDOT ROW BK858NPG230 referenced along the west edge of the subdivision should be more clearly labeled with bearings, distances and widths.

04/02/2025	Application	PZ-25-00019	GENERAL	Concur with Assessor's notes, no further comments. [JB]	LARAMIECOUNTY ATTORNEY@LARA MIECOUNTYWY.G OV
04/03/2025	Workflow	PLAN REVIEW BY ENVIRONMENTA L HEALTH	GENERAL	Plat states that Cheyenne BOPU will be utilized for wastewater and water. BOPU does not have water or wastewater lines in this vicinity. Make sure existing septic system is kept 50 ft from new lot 2 block 1 if changes are made to property lines. New development will require septic permits. Signed final plat must be submitted to Environmental Health prior to septic permit applications.	TIFFANY.GAERTN ER@LARAMIECOU NTYWY.GOV
04/03/2025	Workflow	PUBLIC WORKS REVIEW	GENERAL	<p>PW 1st review:</p> <ol style="list-style-type: none"> <li>1. All comments from the review engineer and surveyor shall be addressed and resolved appropriately.</li> <li>2. Due to the adjacent WYDOT right-of-way shown on the plat, I recommend a review be conducted by a WYDOT representative.</li> <li>3. Laramie County Public Works maintains Road 124 adjacent to this parcel and north of this parcel. In a quick search we were unable to locate any documents showing a change in jurisdictional ownership. Please confirm there are no other recorded documents adjacent to the plat boundary related to "ownership".</li> <li>2c. A separate access permit application through Public Works will be required for each tract. Please apply for your Public Works access permit on the SmartGov Portal. Call (307-633-4302) or email (permits@laramiecountyywy.gov) Public Works with any questions.</li> <li>2d. As a heads up, the access approach(s) for this site will have to be paved (from the edge of pavement to the right-of-way line or 20 foot back, whichever is greater) to meet the conditions of the main road the access will be off (Road 124).</li> <li>3. Future infrastructure upgrades may be required with this development. This could include but is not limited to access,</li> </ol>	MOLLY.BENNETT @LARAMIECOUNT YWY.GOV



## Permit Notes

right-of-way (road construction), re-vegetation and signage. Permit applications through Public Works will be required at the time of development.

4. Any internal roadways on the site shall comply with the needs of emergency services.

5. Roadways shall be designed and built to the current road standards within the Laramie County Land Use Regulations. A right-of-way/grading permit through Laramie County Public Works will be required. Please apply through the SmartGov portal. Call (307-633-4302) or email (permits@laramiecountywy.gov) Public Works for more information.

6. Please add a call out with the two access easements indicating "dedicated this plat".

7. A note shall be added to the plat indicating "there will be no public maintenance of internal roadways/access easements."

8. A note shall be added to the plat indicating "All Tracts are to be accessed off internal roadways/access easements. No access off Road 124 will be granted."

9. No active zone change application was found as indicated in the project narrative. If a zone change is needed, an application needs to be submitted and approved prior to this plat. If a zone change is no longer needed, please update the Project narrative.

04/04/2025	Workflow	PLAN REVIEW BY BUILDING	GENERAL	<p>Premises identification shall be in accordance with 2024 IFC section 505 and 2024 IRC section 319, and 2024 IBC section 502.1.</p> <p>Building permits shall be required for all new building construction.</p> <p>Laramie County has adopted the 2024 I-codes and the 2023 NEC.</p>	DANIEL.PETERS@ LARAMIECOUNTY WY.GOV
04/08/2025	Application	PZ-25-00019	GENERAL	Added WYDOT review at suggestion from PW.	CATHERINE.CUND ALL@LARAMIECO UNTYWY.GOV
04/14/2025	Application	PZ-25-00019	GENERAL	<p>1. Access roads from the state highway system will require WYDOT access permits for new/modified/change in use, including removal. Maintain existing drainage patterns so that stormwater is not concentrated and diverted from locations where it currently crosses WYDOT R/W. Please submit all access documentation to Paul Beckett (Paul.Beckett@wyo.gov- 307.745.2118). To obtain an access permit application (Access application (M-3A)) see the following link:</p> <p><a href="https://www.dot.state.wy.us/home/engineering_technical_programs/manuals_publications.html">https://www.dot.state.wy.us/home/engineering_technical_programs/manuals_publications.html</a></p> <p>2. Developers should be aware that any work or presence in</p>	TAYLOR.MCCORT @LARAMIECOUNT WY.GOV

## Permit Notes

the right of way created by development/construction for this project will need the appropriate permitting or licensing between the utility owner (or appropriate local agency for fence modifications) and WYDOT District 1 Maintenance. Also, the development must maintain historic drainage corridors so that drainage is not diverted to other entry points to the R/W. If drainage is affected in the highway right-of-way, a drainage study needs to demonstrate that post-development discharge rates are metered at or below pre-development rates for 2, 5, 10, 25, 50 and 100 year events and will need to be reviewed by WYDOT Bridge/Hydraulics Program. Please contact Michael Elliott (Michael.Elliott@wyo.gov 307.745.2123) for utility permit information.

04/21/2025	Application	PZ-25-00019	GENERAL	<p>Comment from Taylor McCort - 307-745-2117 - Taylor.McCort@wyo.gov</p> <p>TAYLOR.MCCORT@LARAMIECOUNTY.WY.GOV</p> <p>Access roads from the state highway system will require WYDOT access permits for new/modified/change in use, including removal. Maintain existing drainage patterns so that stormwater is not concentrated and diverted from locations where it currently crosses WYDOT R/W. Please submit all access documentation to Paul Beckett (Paul.Beckett@wyo.gov- 307.745.2118). To obtain an access permit application (Access application (M-3A)) see the following link: <a href="https://www.dot.state.wy.us/home/engineering_technical_programs/manuals_publications.html">https://www.dot.state.wy.us/home/engineering_technical_programs/manuals_publications.html</a></p> <p>Comment from Michael Elliott - 307-745-2123 - Michael.Elliott@wyo.gov</p> <p>Developers and landowners should be aware that any work or presence in the right of way created by development/construction for this project will need the appropriate permitting or licensing between the utility owner (or appropriate local agency for fence modifications) and WYDOT District 1 Maintenance (access permits are with D1 Traffic). Utility owners, including governmental entities, will be responsible for the licensing and/or permitting of all utility facilities in the WYDOT right-of-way. Other work in the ROW can be approved through a temporary use permit. Permits (except for access permits) and licenses can be acquired by contacting Michael Elliott (Michael.Elliott@wyo.gov, 307-745-2123).Also, the development must maintain historic drainage corridors so that drainage is not diverted to other entry points to the R/W. If drainage is affected in the highway right-of-way, a drainage study needs to demonstrate that post-development discharge rates are metered at or below pre-development rates for 2, 5, 10, 25, 50 and 100 year events and will need to be reviewed by WYDOT Bridge/Hydraulics</p>
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## Permit Notes

				Program.	
04/29/2025	Application	PZ-25-00019	GENERAL	2nd Review - Previous comments have been adequately addressed on the updated/revised plat drawing and/or acknowledged. No further comments at this time.	SCOTT.LARSON@ LARAMIECOUNTY WY.GOV
04/30/2025	Workflow	COUNTY ASSESSOR REVIEW	GENERAL	2nd Review - Previous comments have been addressed. No further comments.	CINDY.KEMIVES@ LARAMIECOUNTY WY.GOV
04/30/2025	Workflow	COUNTY REAL ESTATE OFFICE REVIEW	GENERAL	Changes look good.	TERESA.LEMASTE R@LARAMIECOUN TYWY.GOV
05/01/2025	Workflow	ENVIRONMENTA L HEALTH REVIEW	GENERAL	No new comments.	TIFFANY.GAERTN ER@LARAMIECOU NTYWY.GOV
05/01/2025	Workflow	PUBLIC WORKS REVIEW	GENERAL	2nd Review - Previous comments have been adequately addressed on the updated/revised plat drawing and/or acknowledged. No further comments at this time.	PERMITS@LARAM IECOUNTYWY.GO V

Dea Subdivision  
Thursday, March 20, 2025  
Page 1 of 1



March 20, 2025

Justin Arnold, Planning Director  
Laramie County Planning & Development  
3966 Archer Parkway  
Cheyenne, WY 82009

**RE: DEA SUBDIVISION FIRST FILING – FINAL SUBDIVISION PERMIT**  
**Drainage Study Waiver Request, Traffic Study Waiver Request, Chapter 23**  
**Discussion, and Community Facility Fees Acknowledgement**

Dear Mr. Arnold,

As discussed in the pre-application meeting, Drainage, Traffic, and Chapter 23 studies are not required for this project.

We acknowledge Community Facility Fees will be required for this project.

If you have any questions or would like to discuss this project in greater detail, please contact me directly.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Mark Christensen', is positioned above the printed name.

Mark Christensen, AICP  
**A.V.I. PROFESSIONAL CORPORATION**

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# Perimeter Fence





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

**A RESOLUTION TO APPROVE A SUBDIVISION PERMIT AND PLAT FOR A  
PORTION OF THE E1/2 OF SECTION 3, T16N, R67W, LARAMIE COUNTY,  
WYOMING, TO BE PLATTED AND KNOWN AS  
"DEA SUBDIVISION"**

**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 application is in conformance with the LU – Land Use zone districts; and

**WHEREAS**, this resolution is the subdivision permit for Dea Subdivision..

**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 governing Subdivision.
- b. This application is in conformance with section 4-2-114 governing the LU – Land Use zone district.

**And the Board approves the Subdivision Permit and Plat for Dea Subdivision,  
Laramie County, WY.**

**PRESENTED, READ, AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_,  
2025.**

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

