



LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

Planning • Building

MEMORANDUM

TO: Laramie County Board of Commissioners

FROM: Bryce Hamilton, Associate Planner

DATE: September 17th, 2024

TITLE: PUBLIC HEARING regarding a Vacation of Tract 1, Abbreviated Plat San Rae Subdivision 2nd Filing and Tract 11-A, San Rae Subdivision, and approval of the Administrative Plat known as San Rae Subdivision, 3rd Filing.

EXECUTIVE SUMMARY

Steil Surveying, on behalf of Richard Parry and Karen Housley, has submitted Administrative Plat for these properties located in the Abbreviated Plat San Rae Subdivision, 2nd Filing and San Rae Subdivisions, located near the corner of Lampman Court and Draper Road in South Cheyenne. The application asks to Tract 1, Abbreviated Plat San Rae Subdivision 2nd Filing and Tract 11-A, San Rae Subdivision, and replat them together with their dividing line moved to the north.

BACKGROUND

Both properties are currently assessed as residential and are located within the MR – Medium Density Residential Zone District. They are accessed from Lampman Court and Draper Road. The administrative plat known as San Rae Subdivision, 3rd Filing would move the east-west lot line that divides the two parcels to the north, granting more land to the parcel to the south. The resulting northern parcel is the portion of the existing parcel to which the Zone Change would apply. The Board approved San Rae Subdivision in 1980 and Abbreviated Plat San Rae Subdivision 2nd Filing in 1986. Both must be vacated by the Board prior to any new plat being approved.

Pertinent Laramie County Land Use Regulations include:

Section 2-1-101(m), governing Board vacation of a subdivision plat.

Section 2-1-102, governing administrative plats.

Section 4-2-104, governing the MR – Medium Density Residential Zone District.

DISCUSSION

The Laramie County Comprehensive Plan identifies the area as URI - Urban Rural Interface, which is intended to accommodate a mix of more intensive land uses than other areas. These areas may have public water and sewer services, a higher level of vehicular access and a greater overall level of community services.

PlanCheyenne designates this area as UR – Urban Residential. The Urban Residential category includes many of the Cheyenne Area’s existing neighborhoods, as well as planned future neighborhoods that will connect to City utilities.

The subject properties are bordered by the MR – Medium Density Residential Zone District on all sides. The average lot size for the surrounding area is roughly 8500 square feet with surrounding uses being residential.

Agency review comments called for minor plat corrections. Only one review was deemed necessary. Public notice was provided per Section 1-2-104 of the Land Use Regulations. No public comment was received regarding the proposal.

RECOMMENDATION and FINDINGS

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

- a. This application meets the criteria for vacation of a subdivision plat pursuant to **Section 2-1-101(m)** of the Laramie County Land Use Regulations.
- b. The application fulfills the intent of **Wyoming State Statute 34-12-108** as it does not abridge any of the rights of properties situated in the same subdivision.
- c. This application meets the criteria for an Administrative Plat pursuant to **Section 2-1-102** of the Laramie County Land Use Regulations.

and that the Board may approve the Vacation of Tract 1, Abbreviated Plat San Rae Subdivision 2nd Filing and Tract 11-A, San Rae Subdivision, to become effective upon recording of the Administrative Plat known as San Rae Subdivision, 3rd Filing, and approve of the Administrative Plat known as San Rae Subdivision, 3rd Filing.

PROPOSED MOTION – ZONE CHANGE

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

ATTACHMENTS

Attachment 1: Location Map

Attachment 2: Applicant Narrative

Attachment 3: Combined Agency Comments Report with Applicant Responses

Attachment 4: San Rae Subdivision, 3rd Filing, revised 7/30/24

Attachment 5: Resolution

Laramie County Wyoming MapServer

PZ-24-00060

San Rae Subdivision, 3rd Filing

Administrative Plat with Vacation

2 Tracts - 9000sf each

South Cheyenne Water & Sewer

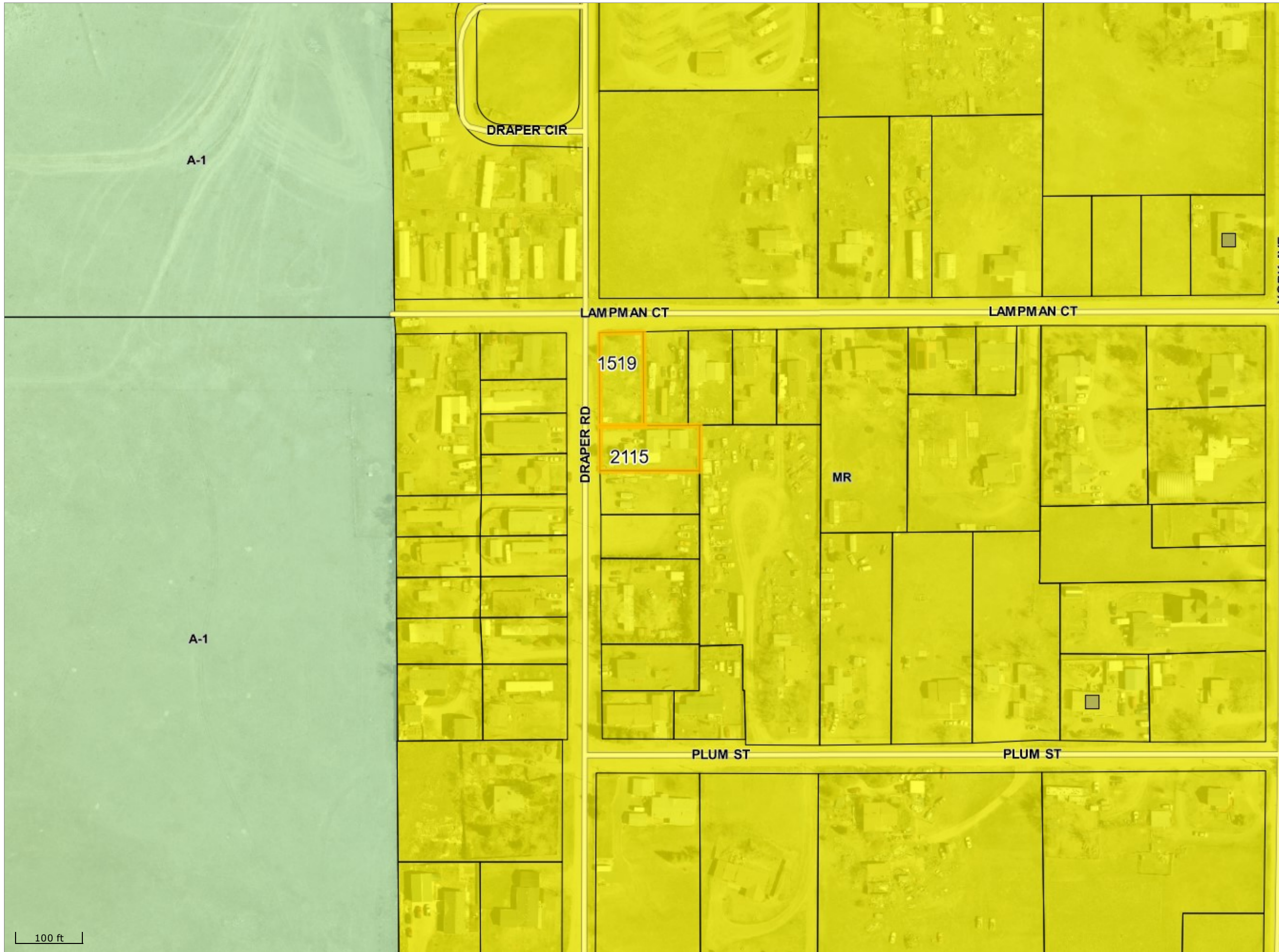
MR Zone District

Comprehensive Plan - URI

PlanCheyenne - UR

Fire District #1

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



100 ft



June 25, 2024

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

InRe: LETTER OF JUSTIFICATION – SAN RAE SUBDIVISION, 3RD FILING

Steil Surveying Services, agent for the owner, intends to do an ADMINISTRATIVE REPLAT OF TRACT 1, ABBREVIATED PLAT SAN RAE SUBDIVISION 2ND FILING AND TRACT 11A, SAN RAE SUBDIVISION, SITUATE IN SECTION 18, T13N, R66W OF THE 6TH P.M., LARAMIE COUNTY, WYOMING. A zone change is not required.

The overall density of the plat is 19,100 square feet. The proposed plat will consist of TWO (2) tracts of 6,000 square feet or greater for residential use.

Please contact me with any questions or concerns.

A handwritten signature in blue ink that reads "Michael L. Hansen". The signature is written in a cursive style with a large initial 'M'.

Shane Hansen

Director Planning and Development
Steil Surveying Services, LLC
shansen@steilsurvey.com

Permit Notes

Permit Number: PZ-24-00060

Parcel Number: 13661820501200

Submitted: 06/25/2024

Site Address: 2115 DRAPER RD

Technically Complete: 06/26/2024

Applicant: HANSEN, MICHEAL SHANE

Cheyenne, WY 82007

Owner: PARRY, RICHARD J

Approved:
Issued:

Project Description: RESIDENTIAL SUBDIVISION

<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>
06/27/2024	06/27/2024	Workflow	COUNTY ASSESSOR REVIEW	DEFICIENCY	1. Reciprocal deeds to be recorded to convey the property that was a part of the lot line adjustment. There needs to be a clear recordation of ownership on the new legal descriptions. 2. Correct Vacation statement (refer to Title Block). 3. Correct Dedication and owner acknowledgement for Karen L. Housley.	CINDY.KEMIVES@LARAMIECOUNTY.WY.GOV
07/11/2024		Application	PZ-24-00060	GENERAL	BOCC 9/17 FOR VACATION.	BRYCE.HAMILTON@LARAMIECOUNTY.WY.GOV
07/11/2024		Application	PZ-24-00060	GENERAL	2023 property taxes paid in full on parcel #1792500000010 under Parry and parcel #17923001100010 under Housley	TAMMY.DEISCH@LARAMIECOUNTY.WY.GOV
07/11/2024		Application	PZ-24-00060	GENERAL	No Comment	CHRISTOPHER.YA NEY@LARAMIECOUNTY.WY.GOV
07/11/2024	07/11/2024	Workflow	COUNTY REAL ESTATE OFFICE REVIEW	GENERAL	No Comment	LAURA.PATE@LARAMIECOUNTY.WY.GOV
07/12/2024		Application	PZ-24-00060	GENERAL	No Comment	DARRICK.MITTLES TADT@LARAMIECOUNTY.WY.GOV
07/15/2024		Application	PZ-24-00060	GENERAL	No Comments	MATTHEW.BUTLER@LARAMIECOUNTY.WY.GOV
07/16/2024		Application	PZ-24-00060	GENERAL	No Comment	SCOTT.SPRAKTIE S@LARAMIECOUNTY.WY.GOV
07/22/2024		Workflow	PUBLIC WORKS REVIEW	GENERAL	1. At time of review by Public Works, the review engineer comments had not been submitted. If the comments need further conversation and/or clarification, please do not hesitate to reach out to Public Works. 2. All comments from the review engineer and/or surveyor shall be addressed. 3. 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.	MOLLY.BENNETT@LARAMIECOUNTY.WY.GOV

Permit Notes

07/22/2024	07/22/2024	Workflow	GIS REVIEW	DEFICIENCY	Language in the Vacation Statement doesn't match the project on hand.	CAMBIA.MCCOLLOM@LARAMIECOUNTY.WY.GOV
CORRECTED						
07/23/2024		Application	PZ-24-00060	GENERAL	<p>1) typo on Vacation Statement "99 and 100"</p> <p>2) dedication alone insufficient to "replat" as implied</p> <p>3) *fyi -proposed tract 2 will be subject to easement that is currently granted to proposed tract 1, without vacation resolution and deed transfer as covenants continue to run with underlying tracts past any admit plat</p> <p>4) separate vacation action required for both lots (currently scheduled in September)</p> <p>5) real estate records should be consulted for assessor requirements to address (via deed or transfer of ownership) any transfer from Housley to Parry for bottom portion of T11-A that will become part of proposed tract 2, otherwise owners will share that portion of tract 2 as tenants in common which give rise to taxes, potential liens, probate and cloud of title.</p> <p>5) proposed tract sizes conform with MU zoning (6,000 sq ft minimum)</p>	LARAMIECOUNTYATTORNEY@LARAMIECOUNTY.WY.GOV
<p>1. CORRECTED</p> <p>2. CORRECTED</p> <p>3. ACK</p> <p>4. ACK</p> <p>5. ACK</p> <p>6. ACK</p>						
07/23/2024	07/23/2024	Application	PZ-24-00060	GENERAL	<p>Engineer Review</p> <p>1.I concur a detailed Traffic Study and Drainage Study is not warranted for this plat/development.</p> <p>2.The Vacation Statement describes a different property than the property shown on the plat and described in the title block.</p> <p>Surveyor Review</p> <p>1.Same comment as Engineers comment number 2.</p>	SCOTT.LARSON@LARAMIECOUNTY.WY.GOV
<p>1. ACK</p> <p>2. CORRECTED</p> <p>1. CORRECTED</p>						
07/29/2024		Application	PZ-24-00060	GENERAL	<p>Official comment letter attached (no comments warranting response).</p> <p>No other comments.</p>	SETH.LLOYD@LARAMIECOUNTY.WY.GOV
07/30/2024		Workflow	PLAN REVIEW BY PLANNING AND ZONING	GENERAL	<p>Planning review 1:</p> <p>1. Please address all agency commentary.</p>	BRYCE.HAMILTON@LARAMIECOUNTY.WY.GOV

RESOLUTION NO. _____

A RESOLUTION TO APPROVE A VACATION OF TRACT 1, ABBREVIATED PLAT SAN RAE SUBDIVISION 2ND FILING AND OF TRACT 11-A, SAN RAE SUBDIVISION, AND TO APPROVE THE ADMINISTRATIVE PLAT KNOWN AS SAN RAE SUBDIVISION, 3RD FILING.

WHEREAS, Wyoming State Statutes §18-5-201 to 18-5-208; §18-5-301 to 18-5-315 authorize Laramie County, in promoting the public health, safety, morals and general welfare of the county, to regulate the use of land through zoning in unincorporated Laramie County; and

WHEREAS, the Laramie County Board of Commissioners previously adopted the Laramie County Land Use Regulations; and

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

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

WHEREAS, this resolution shall vacate Tract 1, Abbreviated Plat San Rae Subdivision 2nd Filing and Tract 11-A, San Rae 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. The application is in conformance with W.S. §34-12-106 to §34-12-111.
- b. The application is in conformance with Section 2-1-102(m) of the Laramie County Land Use Regulations.
- c. The vacation has been submitted to create an Administrative Plat known as San Rae Subdivision, 3rd Filing.
- d. This vacation will become effective only upon recording of the Administrative Plat known as San Rae Subdivision, 3rd Filing.

And the Board approves the vacation of Tract 1, Abbreviated Plat San Rae Subdivision 2nd Filing and Tract 11-A, San Rae Subdivision, to become effective upon the recording of the Administrative Plat known as San Rae Subdivision, and approves the Administrative Plat known as San Rae Subdivision.

PRESENTED, READ AND ADOPTED THIS _____ DAY OF _____, 2024.

LARAMIE COUNTY BOARD OF COMMISSIONERS

Brian Lovett, Chairman

ATTEST:

Debra K. Lee, Laramie County Clerk

Reviewed and approved as to form:

Laramie County Attorney's Office