

## LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

## Planning • Building

#### **MEMORANDUM**

TO: Laramie County Planning Commission

FROM: Cate Cundall, Associate Planner

DATE: January 9, 2025

TITLE: PUBLIC HEARING regarding a Zone Change from AR-Agricultural Residential to MU – Mixed Use for

Tract 1, 2, 3, and 5, Gleich Tracts, Laramie County, WY.

## **EXECUTIVE SUMMARY**

AVI, PC, on behalf of Lance E. Gleich and Mindy Grunewald, submitted an application for a Zone Change for Tracts 1, 2, 3, and 5, Gleich Tracts. The application has been submitted to change the zone district from AR- Agricultural Residential to a MU- Mixed Use zone district to accommodate the expansion of the water well business and allow the existing residence to remain.

A concurrent application was also submitted for a Site Plan for these parcels. The Site Plan is for the construction of a shop and office, and employee and equipment parking for the water well business. The Site Plan will be approved administratively and is included in this report for informational purposes only.

#### **BACKGROUND**

The subject property is currently used for a residence and LG Drilling, a water well service business. Zone districts bordering the subject property are A-1 and A-2. The area is a mixture of residences with a few businesses.

## Pertinent Statutes and Laramie County Land Use Regulations include:

Wyoming State Statute: Section 34-12-101 through 34-12-115. Section 1-2-103 (b) governing zone district amendments. Section 4-2-111 governing Mixed Use zone districts (MU)

## **DISCUSSION**

The Laramie County Comprehensive Plan identifies the area as Urban Rural Interface (URI). These areas are intended to accommodate a mix of more intensive land uses than other areas. PlanCheyenne identifies the area as Rural Residential (RR).

Agency review comments are being addressed and the exhibits will be updated to reflect the changes. Public notice was provided per Section 1-2-104 of the Land Use Regulations. Two comments were received and are attached to this report.

Section 1-2-103 (b) of the Laramie County Land Use Regulations specifies that in order to recommend approval of this zone change, the Planning Commission must find at least one of the following:

- i. That the zoning district map amendments or regulations are consistent with plans and policies of Laramie County: or
- ii. That the original zoning classification given to the property was inappropriate or improper; or
- iii. That there have been changes of an economic, physical, or social nature within the area involved which altered the basic character of such area, and that the amendment will not detrimentally affect the area involved.

Criteria i. and iii. are met by the type of development proposed and by meeting all of Planning's application criteria.

#### **RECOMMENDATION and FINDINGS**

## Based on evidence provided, staff finds that:

- a) This application meets the criteria for a zone map amendment pursuant to section 1-2-103(b) of the Laramie County Land Use Regulations.
- b) The proposed change in zone district meets the criteria of section 4-2-108 of the Laramie County Land Use Regulations.

and that the Planning Commission may recommend approval to the Laramie County Board of Commissioners with one condition.

#### **PROPOSED MOTION**

I move to adopt the findings of fact a and b of the staff report and recommend approval of the Zone Change from AR to MU for Tracts 1, 2, 3, and 5, Gleich Tracts, Laramie County, WY, to the Laramie County Board of Commissioners with one condition.

1. All agency review comments must be addressed.

#### **ATTACHMENTS**

Attachment 1: Location Map

Attachment 2: Project Narrative
Attachment 3: Agency Comment Reports and Applicant Responses

Attachment 4: Pre-App Notes
Attachment 5: Public Comments

Attachment 6: Proposed Gleich Tracts Site Plan
Attachment 7: Draft Resolution for Zone Change

**Attachment 8: Zone Change Exhibit Map** 



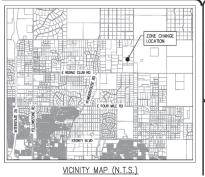


PZ-24-00101

Gleich Tracts Zone Change Tracts 1, 2, 3, & 5

2644 E. Riding Club Road Cheyenne, Wyoming

Zone District Change to Mixed Use - (MU)





November 15, 2024

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

#### RE: GLEICH TRACTS ZONE CHANGE

Dear Mr. Arnold,

AVI, P.C., on behalf of Lance Gleich, is submitting a zone change application, located north of Riding Club Road and west of Ridge Road, more particularly described as Gleich Tracts, Tract 1, 2, 3, and 5 Laramie County, Wyoming.

The request for this zone change is for the specified parcels to go from Agricultural Residential (AR) to Mixed Use (MU) zoning. This change aims to accommodate a water well business on the subject property and allow for the construction of a shop and office. The business is a water well company and the site will allow for the shop, employee parking, and equipment parking.

The subject property is currently zoned for an agricultural residential use, reflecting its historical usage and proximity to other residential uses. However, the construction of the shop requires a more commercially oriented zone. County Planning staff has recommended a change from AR to MU to accommodate the business and allow the existing residence to remain.

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:\4692\_lgd shop office\planning\submttls\zone change\4692 project narrative.docx

## **Permit Notes**

Parcel Number: 14660440100500 Permit Number: PZ-24-00101 Site Address: 2644 E RIDING CLUB RD

Submitted: 11/15/2024 Technically 11/15/2024 Complete: Approved: Issued: Cheyenne, WY 82009

Applicant: AVI PC
Owner: GLEICH, LANCE E ET AL
Project Description: Zone Change

<u>Begin Date</u> 11/15/2024	End Date	Permit Area Application	<u>Subject</u> PZ-24-00101	Note Type GENERAL		Created By CATHERINE.CUND ALL@LARAMIECO UNTYWY.GOV
11/27/2024		Application	PZ-24-00101	GENERAL	land use and development in section 5.2 of the	LARAMIECOUNTY ATTORNEY@LARA MIECOUNTYWY.G OV
11/27/2024		Workflow	PUBLIC WORKS REVIEW	GENERAL	change on the original plat (attached).	MOLLY.BENNETT @LARAMIECOUNT YWY.GOV
12/03/2024		Application	PZ-24-00101	GENERAL	notes regarding restrictions from original filing on this plat.	CATHERINE.CUND ALL@LARAMIECO UNTYWY.GOV



## LARAMIE COUNTY PLANNING & DEVELOPMENT OFFICE

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



## **Pre-Application Meeting**

Date: 5.2.23 Staff: JA MS CO	C. BH		Property	Owner:	NCE! MENDY GLEICES
Project Description: Zone CHANGE		SITE	PLAN		
Project Location/Address: E Bosse		Roc	GEICH TRA	R#:	00659 85 , ROUGS98
ATTENDEES/AGENTS/PARTIES		-	Escr/23		0065943,700658
Applicant CHRIS COUAS		Phone	307-421-	7835	Email drixa lovas engineerhy
Other Lance Gleich		Phone	701.214	. 9969	Email Lance gleich 03@ 5m
Other Mindy Gleich		Phone	910-30	2-9551	Email Marynewald of Cago
APPLICATION TYPE(S)					, 0
Administrative Plat				Site Pla	n – For Records
Appeal				Subdivi	sion Exemption
Board Approval				Subdivi	sion Permit & Plat
Preliminary Development	t Plan			Variand	
Site Plan – Major				Zone C	hange AR 70 CB
Site Plan - Minor					
GUIDANCE					
✓ Yes □ No	104 01 C C C C C C C C C C C C C C C C C C	ation Fe	es:	00.00	SEE 240. \$750.00
✓ Yes □ No				Meeting No	
☑ Yes □ No	Projec	t Narra	tive Letter/	lustification	Letter:
☑ Yes □ No	Warra	nty Dee	ed/Lease A	greement:	
✓ Yes □ No			n / Plot Pla Change Maj		of Survey / Preliminary Dev.
□ Yes □ No ☑ TBD	Draina	age Pla	ns:		;
☐ Yes ☐ No ☑ Letter of Waiver		age Stu			
□ Yes □ No ☑ Letter of Waiver	Traffic	Study:			
Yes 🗆 No		nunity F	acility Fees	s Acknowled	dgement Letter:

## LARAMIE COUNTY PLANNING & DEVELOPMENT OFFICE



AR

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



Pre-Application Meeting

Public Safety Fees Acknowledgement Letter:

Yes 🗆 No	
□ Yes ☑ No □ TBD	WY DEQ Chapter 23 Study/Submittal Letter:
□ Yes ☑ No □ TBD	Development Agreement:
□ Yes 🗹 No 🗆 TBD	Roadway Maintenance Plan:
□ Yes ÆNo €TBD	Road/Easement Use Agreement:  **Must ADDRESS Put: Notes: Profestions**  ROW Construction Permit:
□ Yes □ No 🗹 TBD	ROW Construction Permit:
□ Yes ☑ No □ TBD	Environmental Health Review / Approval:
□ Yes Ø No □ TBD	Environmental and Services Impact Report:
□ Yes □ No ☑ TBD	GESC/Grading, Erosion & Sediment Control Permit:
□ Yes □ No Ø TBD	Floodplain Development Permit:
Public Notice Requirements	General Notes:
✓ Yes □ No	Public Notice Sign(s) Required – Posted/Paid by Applicant:
✓ Yes □ No	Newspaper Legal Notice Required – Paid by Applicant:  Acrosc  Cost
✓ Yes □ No	Property Owner Notification Letter Required – Paid by Applicant:
Miscellaneous Notes:	D. WELL PROBEBLY DO CO. CENDU CONCULTENT ART
ZUNE OHENGE AND STEPLE	ELS. COT LEVES WILL REMAIN THE SAME. CERTIFICAL

2

ADDRESSING

## Laramie County Planning and Development Fee Schedule

Application and sign fees shall be paid at the time of application submittal.

Application	Fee		billed to the applic	Engineer	Mailing	
Application	гее	Sign (per sign)	(per ad)	Review	Mailing	
Preliminary	\$1000.00	\$26.00	N/A	Actual Cost	Actual Cost	
Development Plan	φ1000.00	Ψ20.00	IM/S	Adidal Cost	Alotadi Goot	
ow 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	
/ariance	\$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		e of a water an		shall be assessed a	\$1,000.00 per lot	

<sup>\*\*</sup>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.

Transcription of Phone Message Left by Kathleen Cook 12.11.24

PZ-24-00101 and PZ-24-00104

Good morning, this is Kathleen Cook. I'm calling in regard to a sign that has appeared at my neighbor's place. It's a notice of development action and I'm wondering if you could give me a call back and maybe give me a little more information. I see that there is a public meeting on January 9 or I think that's the date. And I'm wondering if I can get any kind of information in advance of that, so I'm prepared if and when I go to that meeting. Thank you much. Again, it's Kathleen Cook. My number is 307-214-1466. And it's in regard to the Gleich Tract PZ-24-00101 and 104. Thank you again. Have a good day. Bye, bye.

## **Catherine Cundall**

From:

Louise Raimondi <ledmrwy@aol.com>

Sent:

Monday, November 25, 2024 3:42 PM

To:

**Planning** 

Subject:

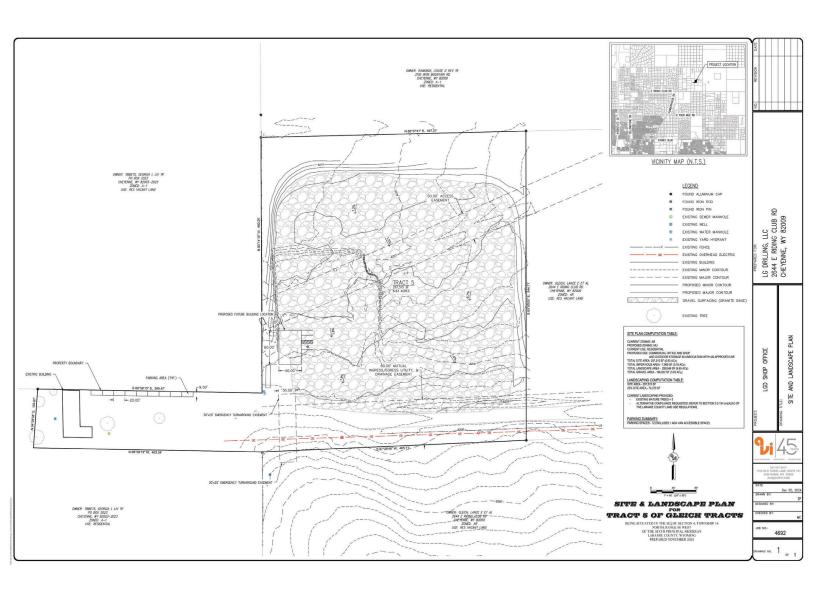
PZ-24-00101and PZ-24-00104

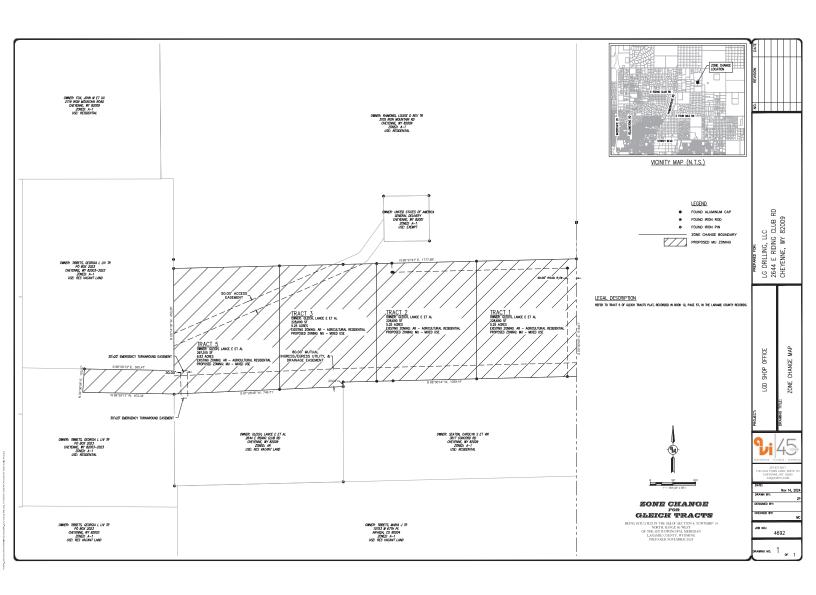
**Attention:** This email message is from an external(non-County) email address. Please exercise caution and/or verify authenticity before opening the email/attachments/links from an email you aren't expecting.

I won't object to this AS LONG AS THEY FIX MY FENCE THEY KNOCKED DOWN.

Sincerely,

Louise Raimondi





RESOLUTION NO.	
----------------	--

# A RESOLUTION TO APPROVE A CHANGE IN ZONE DISTRICT FROM ARAGRICULTURAL RESIDENTIAL TO MU – MIXED USE FOR TRACTS 1, 2, 3, AND 5, GLEICH TRACTS, LARAMIE COUNTY, WYOMING.

**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 zone change is in accordance with section 1-2-103(b) of the Laramie County Land Use Regulations; and

**WHEREAS**, the proposed zone change is in conformance with section 4-2-111 of the Laramie County Land Use Regulation

# 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 1-2-103(b) of the Laramie County Land Use Regulations for a zone map amendment
- b. This application is in conformance with section 4-2-108 governing the LI Light Industrial zone district.

And the Board approves a Zone Change from AR – Agricultural Residential to MU – Mixed Use for Tracts 1, 2, 3, and 5, Gleich Tracts, as shown on the attached Zone Change Map Exhibit with one condition.

1. All agency review comments must be addressed.

PRESENTED, READ, AND ADOP	TED THIS, 2025.
	LARAMIE COUNTY BOARD OF COMMISSIONERS
	Board of County Commission Chairman
ATTEST:	
Debra K. Lee, Laramie County Clerk	_
Reviewed and approved as to form:	
Laramie County Attorney's Office	_