1867

LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

Planning • Building

MEMORANDUM

TO: Laramie County Board of Commissioners

FROM: Cate Cundall, Associate Planner

DATE: September 2, 2025

TITLE: PUBLIC HEARING regarding a Vacation and Administrative Plat for

Lodgepole Estates, 3rd Filing, Laramie County, WY.

EXECUTIVE SUMMARY

Steil Surveying Services, LLC, on behalf of Michael G. and Abbey T. Kercher, has submitted an Administrative Plat application for Lodgepole Estates, 3rd Filing for Tract 5, Portions of Tract 6 and 7, Lodgepole Estates, Laramie County, WY. The subject property is located at 2245 Rainbow Eridge, Cheyenne, WY. The purpose of the application is to combine these three parcels into one tract for residential use. The overall density of the new parcel is 8.09 acres. There is an existing residence on the parcel.

BACKGROUND

The subject property is currently assessed as residential land and located in the LU-Land Use zone district. The surrounding area consists of subdivisions. The Board approved Lodgepole Estates Subdivision on December 4, 1979, and must approve the vacation of that portion of the plat for this administrative plat to be approved.

Pertinent Statutes and Laramie County Land Use Regulations Include:

Wyoming Statutes § 34-12-108.

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

Section 2-1-102 governing the criteria for an administrative plat.

Section 4-2-114 governing the LU – Land Use Zone District.

DISCUSSION

The Laramie County Comprehensive Plan identifies the area as Rural Ag Interface (RAI). Rural residential uses are primarily anticipated in these areas. The parcel lies outside the PlanCheyenne Future Land Use Plan.

According to the adopted AMEC Memo dated January 31, 2014, the property lies within Zone 2 of the study area. Development design standards contained within Section 2-1-104 of the Land

Use Regulations dictate that minimum acreage within Zone 2 be 5.25 acres to accommodate for the impervious surface of residential structures and driveways. The tracts will meet this minimum size requirement.

The existing residence is served by an individual well and septic system.

The parcel is accessed via Rainbow Ridge Road. Traffic and drainage study waivers were approved by the engineer since impacts are minimal.

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

RECOMMENDATION and FINDINGS

Based on evidence provided, staff finds that:

- **a.** This applications meets the criteria for vacation of a subdivision plat pursuant to Secion 2-1-101 (m) of the Laramie County Land Use Regulations.
- **b.** This application meets the criteria for an administrative plat pursuant to section 2-1-102 of the Laramie County Land Use Regulations.
- **c.** This application is in conformance with section 4-2-114 governing the LU=Land Use zone district.

and the Board of County Commissioners may approve the Vacation of Tract 5, Portions of Tract 6 and 7, Lodgepole Estates, to become effective upon recordation of the Administrative Plat known as Lodgepole Estates, 3rd Filing with no conditions and to adopt the finding of facts a, b, and c of the staff report.

PROPOSED MOTION

I move to approve the Administrative Plat for Lodgepole Estates, 3rd Filing with no conditions and adopt the findings of facts a, b, and c of the staff report.

ATTACHMENTS

Attachment 1: Location Map
Attachment 2: Project Narrative

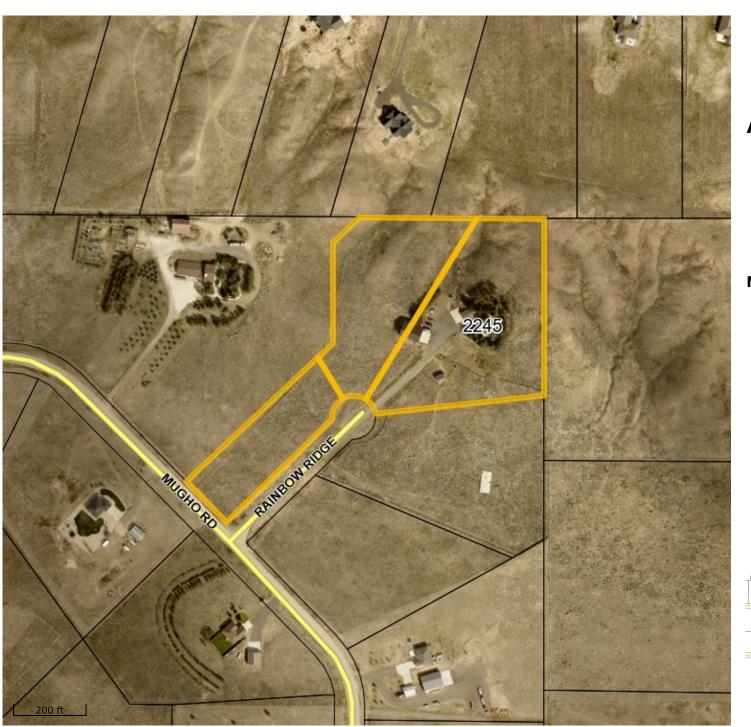
Attachment 3: Pre-Application Meeting Notes Attachment 4: CFF & PSF Acknowledgements

Attachment 5: Drainage & Traffic Study Waiver Request

Attachment 4: Combined Agency Comments and Applicant Response Report

Attachment 5: Resolution

Attachment 6: Administrative Plat Rev. 8.5.25



LODGEPOLE ESTATES, 3RD FILING ADMINISTRATIVE PLAT

2245 Rainbow Ridge Cheyenne, Wyoming

PZ-25-00054

Michael G. & Abbey T. Kercher





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

InRe: LETTER OF JUSTIFICATION – LODGEPOLE ESTATES 3RD FILING AN ADMINISTRATIVE REPLAT OF TRACT 5 AND PORTIONS OF TRACT 6 AND TRACT 7, LODGEPOLE ESTATES, SITUATE IN SECTION 25, T15N, R67W OF THE 6TH P.M., LARAMIE COUNTY, WYOMING

Steil Surveying Services, agent for the owner, intends to combine the above referenced parcels. The overall density of the new parcel is 8.09 acres. The proposed plat will consist of ONE (1) tract for residential use.

Please contact me with any questions or concerns.

Sincerely,

Shane Hansen

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



PA-25-00035

Laramie County, WY

Laramie County Planning and Development Office

2245 RAINBOW RIDGE

CHEYENNE, WY 82009

PRE-APPLICATION MEETINGS

3966 Archer Pkwy Cheyenne, WY 82009 (307) 633-4303 www.laramiecountywy.gov planning@laramiecounty.com

PERMIT

SITE ADDRESS: UNKNOWN LARAMIE COUNTY ISSUED: PRIMARY PARCEL: 16672540101900 EXPIRES: 12/08/2025 PROJECT NAME: ADMIN PLAT W/VACATE

APPLICANT: KERCHER, MICHAEL G ET AL KERCHER, MICHAEL G ET AL

OWNER:

2245 RAINBOW RIDGE

CHEYENNE, WY 82009 307-421-4819

Detail Value **Detail Name**

Meeting Date 06/11/2025

MEETING AM OR PM AM

Application Types Administrative Plat with Vacate

Attendees In Person (3966 Archer Pkwy)

Property Interest Owner

Detailed Project Narrative MICHAEL WOULD LIKE TO

DISCUSS WHAT THEIR

POSSIBILITIES ARE FOR THESE

FOUR PARCELS.

JA SK MB TG Staff Attending

Application Fees Yes

Copy of Pre-App Notes REQUIRED FOR APPLICATION

SUBMITTAL

Project Narrative Letter Yes Warranty Deed and/or Lease Agreement Yes

Plat **Development Action** Drainage Plans No

Drainage Study No

Letter of Waiver Traffic Study

Public Safety Fees Acknowledgement Letter No Community Facility Fees Acknowledgement Letter No WY DEQ Chapter 23 Study/Submittal Letter No

Development Agreement No

Printed by: Sonny Keen on: 06/11/2025 01:39 PM



Laramie County, WY

Laramie County Planning and Development Office

Yes

3966 Archer Pkwy Cheyenne, WY 82009 (307) 633-4303 www.laramiecountywy.gov planning@laramiecounty.com

Roadway Maintenance Plan No Road/Easement Use Agreement No Right-of-Way Construction Permit TBD Engineer Review - Paid by Applicant Yes Environmental Health Review/Approval No **Environmental and Services Impact Report** No **GESC Permit** No Floodplain Development Permit No Perimeter Fence Construction per W.S.S. 18-5-319 No Public Notice, Paid by Applicant Yes Newspaper Legal Notice, Paid by Applicant Yes

Adjacent Property Owner Letter, Paid by Applicant
Miscellaneous Notes

PARCEL, LEAVE TRACT 4 OUT OF THIS ACTION. THIS WOULD BE A SIMPLE ADMINISTRATIVE PLAT WITH VACATE WHICH WOULD GO BEFORE THE BOARD OF COUNTY COMMISSIONERS TO VACATE THOSE THREE PARCELS AND CREATE ONE NEW LOT. NO TRAFFIC IMPACTS, NO FURTHER ACCESS PERMITTING REQUIRED. NO COMMUNITY FACILITY FEED. NO PUBLIS SAFETY FEES. PER ENVIRONMENTAL HEALTH, NEED 2.5 ACRES SO TRACT 7 WOULD NEED TO BE ABSORBED INTO THE OTHER TWO PARCELS.

COMBINE TRACTS 5-7 INTO ONE

CONDITIONS

- * Disclaimer: These 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 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.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.
- * 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.



Laramie County, WY

Laramie County Planning and Development Office

3966 Archer Pkwy Cheyenne, WY 82009 (307) 633-4303 www.laramiecountywy.gov planning@laramiecounty.com

- * 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.
- * A waiver or alternative to the required landscaping may be presented to the Planning and Development Director for review. The Director shall approve the proposed alternative landscape plan based on the following criteria: A. the proposed alternative meets or exceeds the intent of this regulation, and B. the proposed alternative is well-integrated with the surrounding landscaping and land uses, and C. the proposed alternative meets the goals of Laramie County Comprehensive Plan and; D. the purpose of the required site plan is to legalize an existing use and the impact or benefits of the landscape plan on the property would be minimal; or E. the landscaping as required would prohibit reasonable use of the property.

Printed by: Sonny Keen on: 06/11/2025 01:39 PM



Laramie County Planning & Development Office 3966 Archer Parkway Cheyenne, WY 82009 (307) 633-4303

InRe: Plat to be known as LODGEPOLE ESTATES 3RD FILING AN ADMINISTRATIVE REPLAT OF TRACT 5 AND PORTIONS OF TRACT 6 AND TRACT 7, LODGEPOLE ESTATES, SITUATE IN SECTION 25, T15N, R67W OF THE 6TH P.M., LARAMIE COUNTY, WYOMING.

To whom it may concern:

Steil Surveying Services, agent for the owner(s), provides this letter on their behalf, confirming that the owner does not intend to pay the appropriate Community Facility Fee(s) (CFFs) and the owner does not intend to pay the appropriate Public Safety Fee(s) (PSFs) at the appropriate time to the proper authority, pursuant to §§1-1-106 of the Laramie County Land Use Regulations. These fees were paid by a previous platting action.

Sincerely,

Shane Hansen

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

Michael S. Harom



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

InRe: Request for waiver of the Drainage Study requirements for a subdivision to be known as LODGEPOLE ESTATES 3RD FILING AN ADMINISTRATIVE REPLAT OF TRACT 5 AND PORTIONS OF TRACT 6 AND TRACT 7, LODGEPOLE ESTATES, SITUATE IN SECTION 25, T15N, R67W OF THE 6TH P.M., LARAMIE COUNTY, WYOMING

Following the pre-application meeting, this letter is submitted, on behalf of the owner, requesting a waiver from the requirements for a Drainage Study pursuant to Sections 3-1-105, 3-5-105 of the Laramie County Land Use Regulations. The overall density of the subdivision is 8.09 acres. The Proposed subdivision will consist of one (1) tract.

Given limited surface runoff increases, we respectfully submit this waiver request on behalf of the owner. Please contact me with any questions or concerns.

Sincerely,

Shane Hansen

Director Planning and Development Steil Surveying Services, LLC

Michael S. Harram

shansen@steilsurvey.com



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

InRe: Request for waiver of the Traffic Study requirements for a subdivision to be known as LODGEPOLE ESTATES 3RD FILING AN ADMINISTRATIVE REPLAT OF TRACT 5 AND PORTIONS OF TRACT 6 AND TRACT 7, LODGEPOLE ESTATES, SITUATE IN SECTION 25, T15N, R67W OF THE 6TH P.M., LARAMIE COUNTY, WYOMING

Following the pre-application meeting, this letter is submitted, on behalf of the owner, requesting a waiver from the requirements for a Traffic Study pursuant to Section 2-1-100.b, of the Laramie County Land Use Regulations.

The overall density of the subdivision is 8.09 acres. The Proposed subdivision will consist of one (1) tract. Given limited 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, Michel & Hansen

Shane Hansen

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

Permit Notes

APPLICANT RESPONSE

Permit Number: PZ-25-00054 **Parcel Number:** 16672540100100

Site Address: 2245 RAINBOW RIDGE

Cheyenne, WY 82009

Submitted: 07/15/2025 Technically 07/15/2025 Complete:

Approved: Issued:

Applicant:	HANSEN, MICHEAL SHANE		
Owner:	KERCHER, MICHAEL G ET AL		
Project Descript	tion: LOT CONSOLIDATION		

Begin Date 07/15/2025 Ack	End Date	Permit Area Application	<u>Subject</u> PZ-25-00054	<u>Note Type</u> GENERAL	Note Text Administrative Plat requires Board approval for the vacate. Hearing dates are 9.2.25 for BOCC.	Created By CATHERINE.CUND ALL@LARAMIECO UNTYWY.GOV
07/15/2025		Application	PZ-25-00054	GENERAL	WY DEQ LCGP should be obtained and a SWPPP providing design of BMPs to protect Lodgepole Creek from sediment.	CONSERVATIONDI STRICT@LARAMIE COUNTYWY.GOV
07/15/2025		Application	PZ-25-00054	GENERAL	WAPA has no conflict with this project.	ROGERS@LARAMI ECOUNTYWY.GOV
07/15/2025		Fees	COMMUNITY FACILITY FEE	ADJUST AMOUNT	Adjusted Amount to \$0.00 since no new parcels are being created. Three parcels are being combined into one parcel.	CATHERINE.CUND ALL@LARAMIECO UNTYWY.GOV
07/15/2025		Fees	ENVIRONMENTA L HEALTH FEE	ADJUST AMOUNT	Adjusted Amount to \$0.00 since no new lots are being created.	CATHERINE.CUND ALL@LARAMIECO UNTYWY.GOV
07/15/2025		Fees	PUBLIC SAFETY FEES	ADJUST AMOUNT	Adjusted Amount to \$0.00 since no new parcels are being created. Three parcels are being combined into one parcel.	CATHERINE.CUND ALL@LARAMIECO UNTYWY.GOV
07/15/2025 Corrected		Submittals	ADMINISTRATIV E PLAT	GENERAL	I believe this plat may be incorrect. I found the subdivision at S25 T16 R67W.	ROGERS@LARAM ECOUNTYWY.GOV
07/15/2025 Corrected		Workflow	COUNTY ASSESSOR REVIEW	GENERAL	Minor correction in title block for Section 25, T16N, R67W. No further comments.	CINDY.KEMIVES@ LARAMIECOUNTY WY.GOV
		Workflow escription are o	GIS REVIEW correct	DEFICIENCY	A review of the property description show a discrepancy to what is drawn. Description appears it might be the consolidation of Tract 8 with the adjacent portions of T6 and T7. It is not the description of Tract 5 with the adjacent portions of T6 & T7.	CAMBIA.MCCOLLO M@LARAMIECOU NTYWY.GOV
07/16/2025 Corrected		Application	PZ-25-00054	GENERAL	The correct location should be within Township 16 rather than Township 15. A review of this location indicates it does fall within the Conservation Area per the State Engineer's Order, which dictates well spacing requirements. It appears there is a well associated with either Tract 5 or Tract 6, and therefore it should be noted that no additional wells will be allowed within the newly formed Tract 1.	SUE.KINSLEY@LA RAMIECOUNTYWY .GOV

Permit Notes

07/22/2025	Application	PZ-25-00054	GENERAL	First Review [JB] No Comments	LARAMIECOUNTY ATTORNEY@LARA MIECOUNTYWY.G
07/24/2025	Workflow	COUNTY REAL ESTATE OFFICE REVIEW	GENERAL	No Comments	TERESA.LEMASTE R@LARAMIECOUN TYWY.GOV
07/28/2025	Application	PZ-25-00054	GENERAL	No Comments	MATTHEW.BUTLE R@LARAMIECOUN TYWY.GOV
 Acknowled Corrected The approv for over 3 y 	val is correct. This a	PZ-25-00054 pproval has beer	GENERAL	1st Review Engineer Review 1.I agree that a detailed Drainage Study and Traffic Study is not warranted for this plat. 2.The Title Block and the Vicinity Map both indicate this is located in T15N, but I believe it should be T16N. 3.Since this requires Board Approval, should there be signature blocks for the Planning Commission as well and not just for the BOCC?	SCOTT.LARSON@ LARAMIECOUNTY WY.GOV
 Survey tie is Dedication 	s shown and plat are correc	t as is		Surveyor Review 1.There is no survey tie by bearing and distance to the nearest public land survey system monument shown on this plat. 2.This subdivision is described as TRACTS 5, 6 and 7 except a described parcel. The exception description includes portions of TRACT 6 and TRACT 7. It appears that the parcel within this exception / change was not replatted. The boundaries of the portions of TRACT 6 and TRACT 7 which are not part of this subdivision should be identified with bearings and distances on this plat for clarification of parcel boundaries.	
07/30/2025	Application	PZ-25-00054	GENERAL	Tracts 6 and 7 were divided without going through a planning process, therefore the labeling of these tracts is correctly shown on the plat since the legal description is of the remainder that belongs to the adjacent property owner. This admin plat is combining the east portion of Tract 6 and 7 with Tract 5.	CATHERINE.CUND ALL@LARAMIECO UNTYWY.GOV
	Workflow roval is correct. This r over 3 years.	PUBLIC WORKS REVIEW s approval has be		 If this is approved by the BOCC do we need a signature block for Planning and PW? Do we need a notary block for the BOCC signature? All comments from the review engineer and/or surveyor shall be addressed. 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 @LARAMIECOUNT YWY.GOV

Permit Notes

 07/31/2025 1. corrected 2. This plat show 	Application s all of the req	PZ-25-00054 uired data	GENERAL	2nd Review - 1. The Vicinity Map still indicates the site is located in T15N instead of T16N. 2. This subdivision is described as TRACTS 5, 6 and 7 except a described parcel. The exception description includes portions of TRACT 6 and TRACT 7. It appears that the parcel within this exception / change was not replatted. The boundaries of the portions of TRACT 6 and TRACT 7 which are not part of this subdivision should be identified with bearings and distances on this plat for clarification of parcel boundaries.	SCOTT.LARSON@ LARAMIECOUNTY WY.GOV
07/31/2025	Workflow	COUNTY ASSESSOR REVIEW	GENERAL	2nd review. All prior comments addressed, no further comments.	CINDY.KEMIVES@ LARAMIECOUNTY WY.GOV
08/04/2025 Corrected	Workflow	GIS REVIEW	GENERAL	Vicinity Map states the wrong location.	CAMBIA.MCCOLLO M@LARAMIECOU NTYWY.GOV
08/04/2025	Workflow	PUBLIC WORKS REVIEW	GENERAL	All comments from the review engineer shall be addressed and resolved appropriately.	MOLLY.BENNETT @LARAMIECOUNT YWY.GOV
08/06/2025	Application	PZ-25-00054	GENERAL	3rd Review - No additional comments.	SCOTT.LARSON@ LARAMIECOUNTY WY.GOV

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A RESOLUTION FOR BOARD APPROVAL TO VACATE TRACT 5, PORTIONS OF TRACT 6 AND 7, LODGEPOLE ESTATES AND APPROVE THE ADMINISTRATIVE PLAT FOR LODGEPOLE ESTATES, 3RD FILING, LARAMIE COUNTY, WY.

WHEREAS, Wyoming State Statutes §18-5-201 to 18-5-208; §18-5-301 to 18-5-309; 18-5-311 to 18-5-315 authorize Laramie County, in promoting the public health, safety, morals and general welfare of the county, to regulate the use of land through zoning in unincorporated Laramie County; and

WHEREAS, the Laramie County Board of Commissioners have 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 2-1-101(m); and

WHEREAS, the proposed administrative plat is in accordance with the Laramie County Land Use Regulations, Section 2-1-102(c), (d)(ii)(C); and

WHEREAS, this resolution shall vacate Tract 5, Portions of Tract 6 and 7, Lodgepole Estates and be known as Lodgepole Estates, 3rd Filing.

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF LARAMIE COUNTY, WYOMING, as follows:

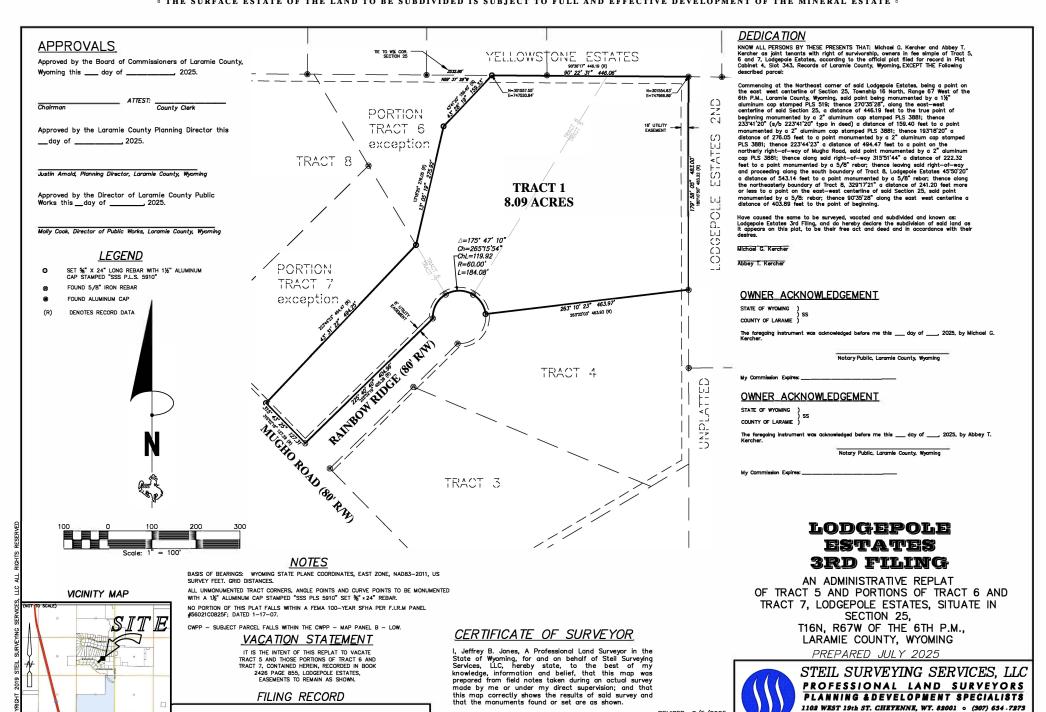
The Laramie County Board of Commissioners finds that:

Laramie County Attorney's Office

- a. The application is in conformance with W.S. §34-12-106 to §34-12-111.
- **b.** The application is in conformance with Section 2-1-101 (m) of the Laramie County Land Use Regulations.
- c. This application is in conformance with section 2-1-102(c), (d)(ii)(C) of the Laramie County Land Use Regulations.

And the Board approves the vacation of Tract 5, Portion of Tract 6 and 7, Lodgepole Estates and approves the Administrative Plat for Lodgepole Estates, 3rd Filing, Laramie County WY.

PRESENTED, READ, PASSED, tl	his day of	, 2025.
	LARAMIE COUNTY BOARD	OF COMMISSIONERS
ATTEST:	Gunnar Malm, Chairman	
Debra K. Lee, Laramie County Clerk		
Resolution reviewed and approved as	s to form:	



S25 T16N R67W

REVISED: 8/5/2025

25249 TR5-6-7 LODGEPOLE EST.DWG

756 GILCHRIST ST. WHEATLAND, WY. 82201 o (307) 322 - 9789

www.SteilSurvey.com o info@SteilSurvey.com