



LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

Planning • Building

MEMORANDUM

TO: Laramie County Board of Commissioners

FROM: Nancy M. Trimble, Associate Planner

DATE: February 6, 2018

TITLE: Review and action of a Subdivision Permit and Plat for Cheyenne Hills Church, 2nd Filing, a replat of a portion of Lot 1, Block 1, Cheyenne Hills Church Subdivision and a portion of the N1/2, NE1/4, Section 25, T.14N., R.66W., Laramie County, WY.

EXECUTIVE SUMMARY

AVI, PC, on behalf of Cheyenne Hills Church, has submitted a Subdivision Permit and Plat application for approval of "Cheyenne Hills Church Subdivision, 2nd Filing", located south of the US Hwy 30 and Dell Range Blvd intersection, at 7505 US 30. The application has been submitted for the purpose of combining 2 parcels owned by Cheyenne Hills Church into one lot of approximately 30 acres.

BACKGROUND

A church has been established on the current platted lot. The property owner wishes to expand the use to include a new youth event barn. The proposed location of the new structure would encroach the property line shared with the adjacent unplatted parcel to the east. A replat is required to combine the platted and unplatted parcels into one lot, in order to bring the proposed expansion into compliance with the Laramie County Land Use Regulations.

Upon approval of the subdivision permit and plat, the expanded commercial use of the property would require an amended Site Plan, which has been submitted and reviewed. Recordation of the plat must occur prior to issuing approval of the Site Plan.

The subdivision occurs within a mile of the City and requires Governing Body review and approval. On January 22, 2018, the Cheyenne City Council unanimously approved the resolution authorizing the Mayor and City Clerk to sign the plat.

Pertinent Regulations

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

Section 4-2-101 of the Laramie County Land Use Regulations governing the A1 – Agricultural and Rural Residential zone district.

DISCUSSION

The Laramie County Comprehensive Plan identifies the area as Urban Rural Interface (URI), which is intended to accommodate a mix of more intensive land uses than other areas.

PlanCheyenne contemplates Public and Quasi-Public uses for this property. This category outlines uses related to community services and includes churches and places of worship.

The property is zoned A1, which specifies a minimum lot size of ten (10) acres for any use in this district, and allows for churches, temples and other places of worship as a use by right. This zone designation is appropriate for the current use of the property.

A development sign was posted, adjacent property owners were notified via certified mail, and a public hearing notice was published in the newspaper. No comments were received from the public.

Staff received agency comments confirming the application is in process with the City, requiring submittal of drainage and traffic studies, verifying adjudicated water rights, and outlining corrections required on the plat.

The Laramie County Planning Commission held a public hearing of this application on January 11, 2018. Seth Lloyd confirmed the plat was currently under review by the City, and offered to answer any questions. No public comment was received. The Planning Commission voted (5 – 0) to recommend approval to the Board with two conditions.

Condition 1 required final drainage and traffic studies be submitted prior to plat recordation. A final drainage report was submitted with the Site Plan application, confirmed by the County Engineer to adequately address the drainage and detention for the improvements. A letter requesting waiver of a traffic study was also submitted, stating event barn activities would occur at alternate times from the church services, with no anticipated changes in peak traffic volumes. The County Engineer and WYDOT have concurred with the waiver request.

Condition 2 was satisfied by submittal of a revised plat on January 24th, showing all required corrections.

The attached resolution shall serve as the Subdivision Permit upon approval by the Board.

Staff finds the proposal to be in general conformance with the plans and policies of Laramie County.

RECOMMENDATION and FINDINGS

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

- a.** This application meets the criteria for a subdivision permit and plat pursuant to section 2-1-101 (a-e) of the Laramie County Land Use Regulations.
- b.** This application is in conformance with the A1 – Agricultural and Rural Residential zone district.

and that the Board approve the Subdivision Permit and Plat for Cheyenne Hills Church Subdivision, 2nd Filing with no conditions.

PROPOSED MOTION

I move to approve the Subdivision Permit and Plat for Cheyenne Hills Church Subdivision, 2nd Filing, and adopt the findings of facts a and b of the staff report.

ATTACHMENTS

- Attachment 1: Location Map**
- Attachment 2: Aerial Map**
- Attachment 3: Comprehensive Plan Map**
- Attachment 4: PlanCheyenne Map**
- Attachment 5: Zoning Map**
- Attachment 6: Agency Review Comments Report**
- Attachment 7: Planning Commission Meeting Minutes – January 11, 2018**
- Attachment 8: Proposed Site Design Plan**
- Attachment 9: Revised Plat – January 24, 2018**
- Attachment 10: Resolution**

United States Department of Agriculture

This map is made possible through the Cheyenne and Laramie County Cooperative GIS Program (CLCCGIS). The data contained herein was collected for its use and is for display and planning purposes only. The CLCCGIS will not be held liable as to the validity, correctness, accuracy, completeness, and/or reliability of the data. The CLCCGIS furthermore assumes no liability associated with the use or misuse of this information.

Laramie County, Wyoming




**CHEYENNE HILLS
CHURCH, 2ND FILING**

**Subdivision Permit
and Plat**

PZ-17-00249

Aerial Map



 Subject Property

Legend

 Property Lines

Cities & Towns

TOWN

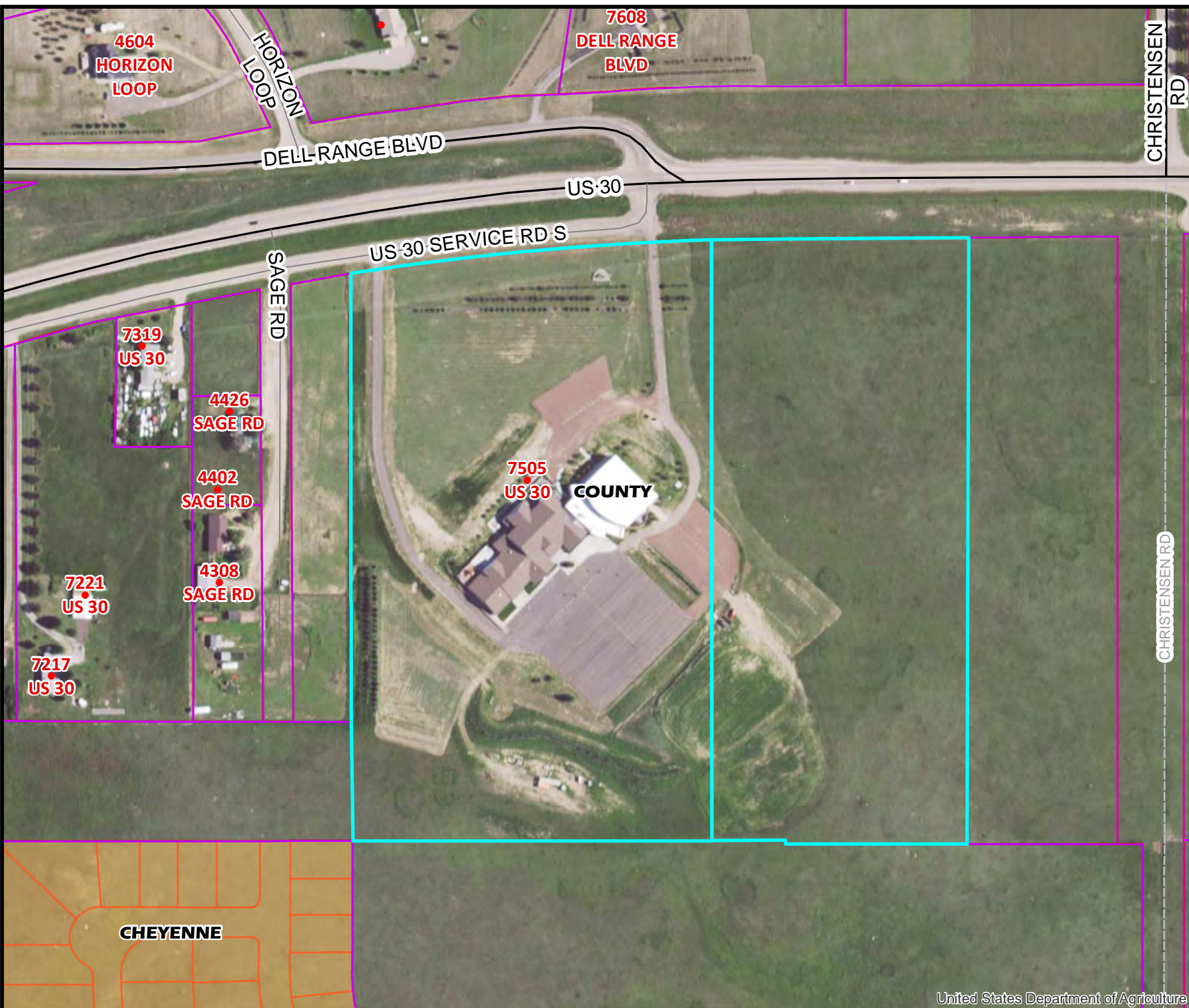
- | | |
|---|-------------|
|  | ALBIN |
|  | BURNS |
|  | CHEYENNE |
|  | PINE BLUFFS |

Printed on Dec 06, 2017



0 150 300
Feet

United States Department of Agriculture



Laramie County, Wyoming




CHEYENNE HILLS CHURCH, 2ND FILING

Subdivision Permit and Plat

PZ-17-00249

Comprehensive Plan Map





 Subject Property

Legend

 Property Lines

Future Land Use Districts

OTHER

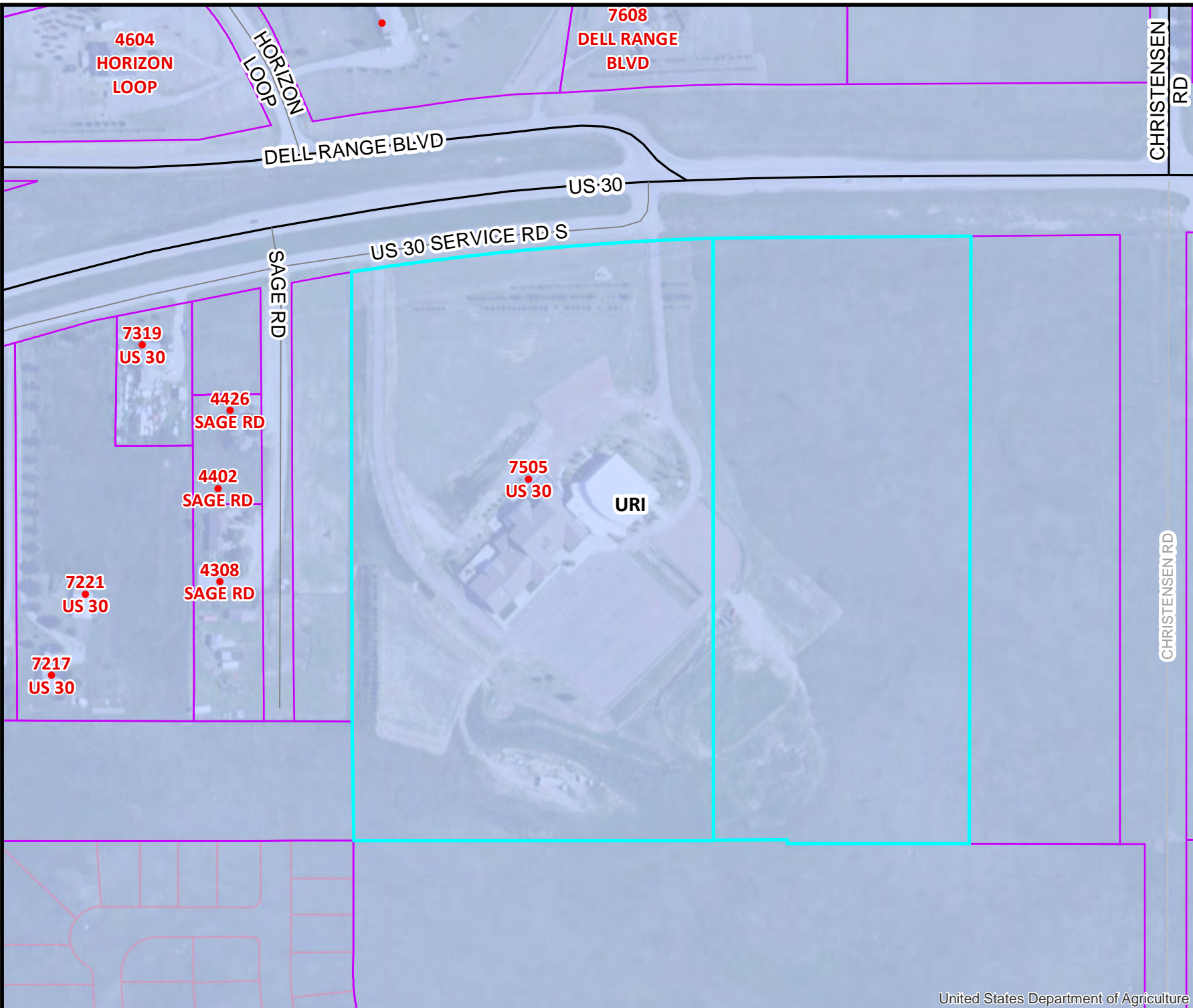
-  Urban-Rural Interface (URI)
-  Rural Metro (RM)
-  Rural Ag Interface (RAI)
-  Ag & Range Land (AGR)

Printed on Dec 06, 2017



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United States Department of Agriculture



Laramie County, Wyoming



CHEYENNE HILLS CHURCH, 2ND FILING

Subdivision Permit and Plat

PZ-17-00249

PlanCheyenne Map

 Subject Property

Legend

 Property Lines

PlanCheyenne (2014)

NEW_FLUP

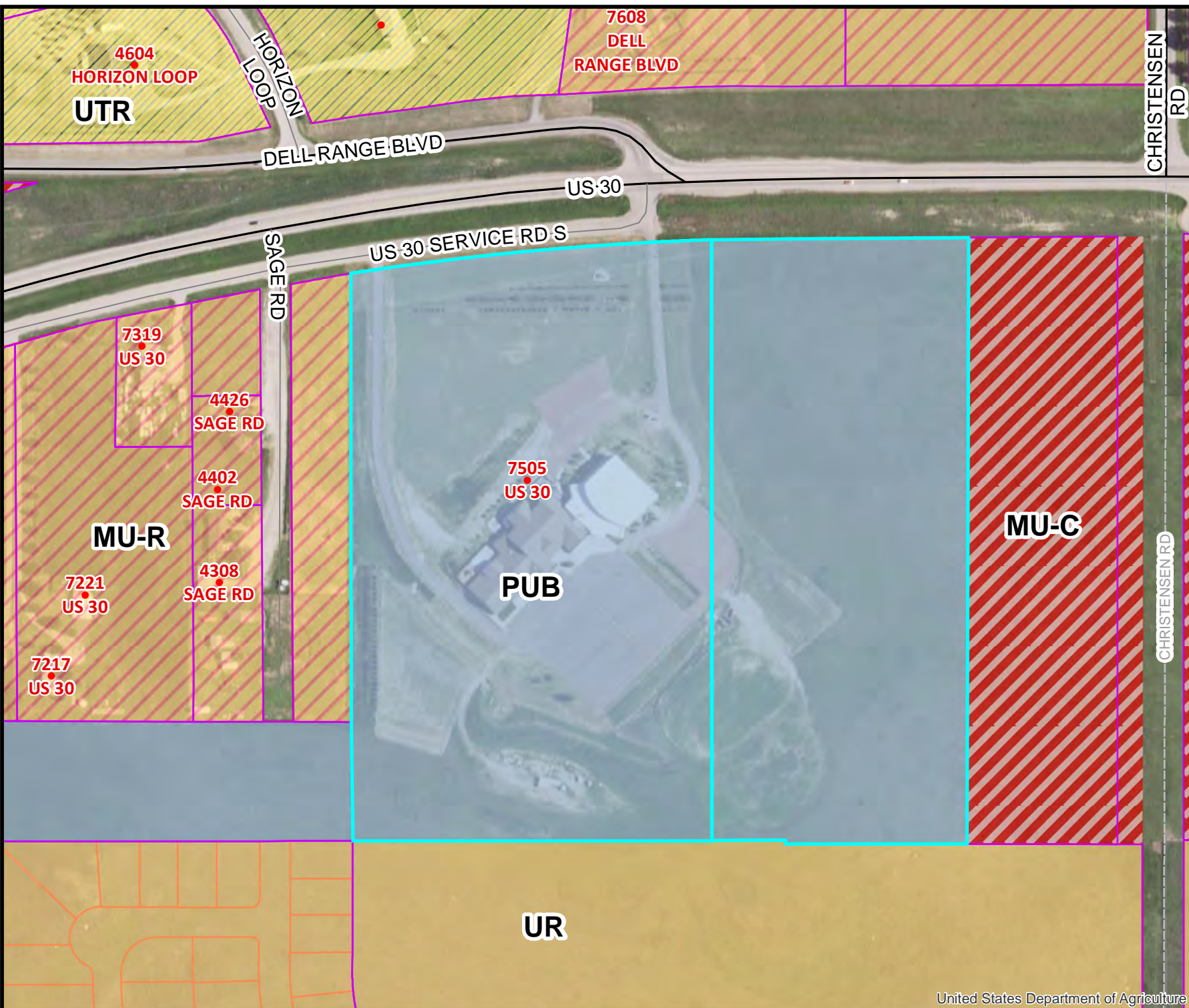
-  Agriculture/Rural
-  Rural Residential
-  Urban Transition Residential
-  Urban Residential
-  Mixed-use Residential
-  MU-E
-  Industrial
-  Mixed-use Commercial
-  Community Business
-  Central Business District
-  Public and Quasi-Public
-  PUB-FED
-  Open Space and Parks
-  ROW

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Feet

United States Department of Agriculture



Laramie County, Wyoming




CHEYENNE HILLS CHURCH, 2ND FILING
























Subdivision Permit and Plat

PZ-17-00249

Zoning Map

 **Subject Property**

Legend

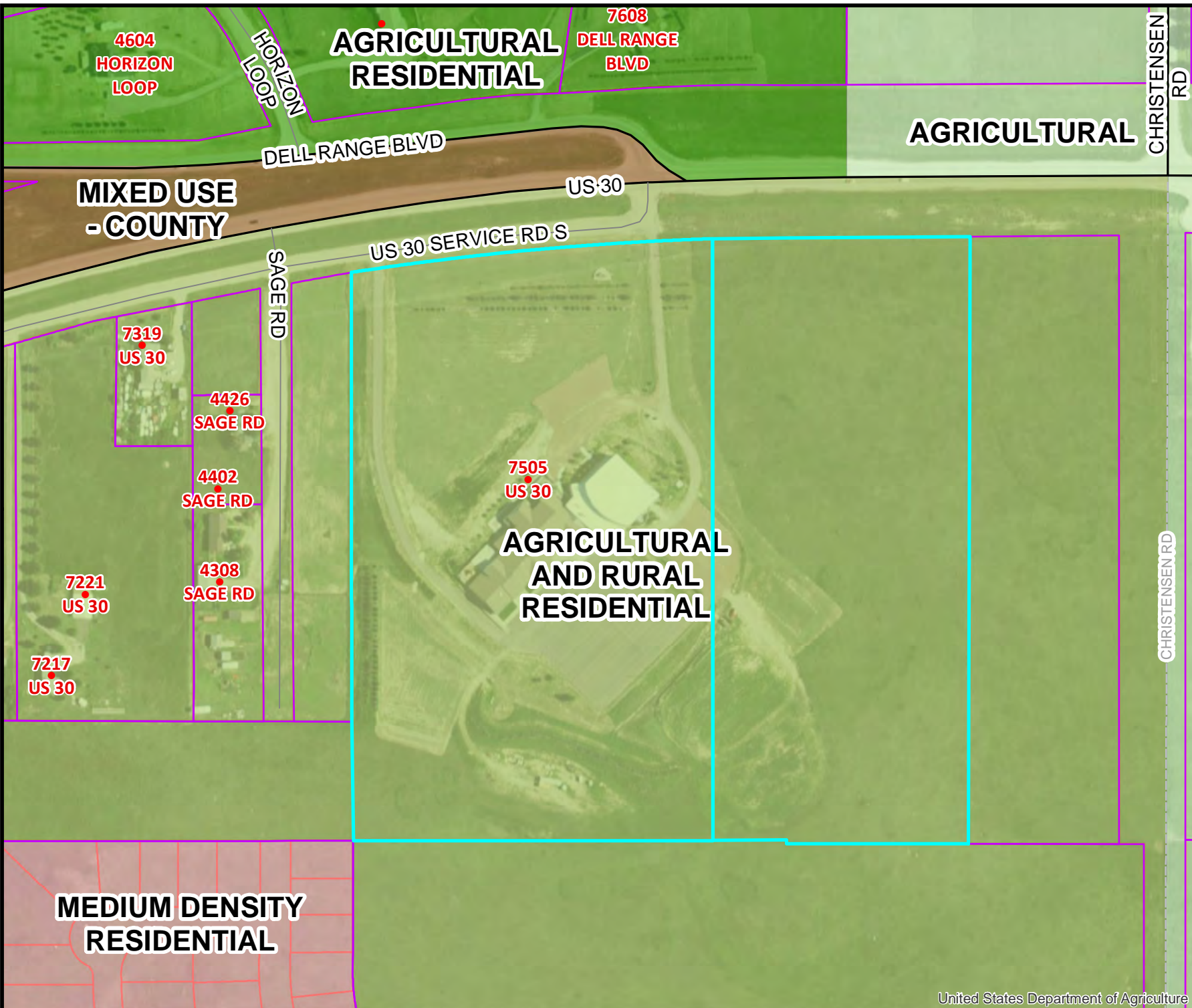
-  Property Lines
-  All Other Values
-  Archer Special Use District (ASU)
-  Agricultural (A-2)
-  Agricultural and Rural Residential (A-1)
-  Agricultural Residential (AR)
-  Low Density Residential - Established (LR-1)
-  Low Density Residential - Developing (LR-2)
-  MR
-  Medium Density Residential - Established (MR-1)
-  Medium Density Residential - Developing (MR-2)
-  High Density Residential - Established (HR-1)
-  High Density Residential - Developing (HR-2)
-  MU
-  Mixed Use with Residential Emphasis (MUR)
-  Mixed Use with Business Emphasis (MUB)
-  Neighborhood Business
-  Community Business (CB)
-  Light Industrial (LI)
-  Heavy Industrial (HI)
-  Public (P)
-  Planned Unit Development (PUD)
-  Military (M)

Printed on Dec 06, 2017



0 150 300
Feet

United States Department of Agriculture



Cheyenne Development Services: Lisa Pafford COMMENTS ATTACHED 12/13/2017

This subdivision is occurring within a mile of the City and requires Governing Body review (W.S. 18-5-308(b) and approval. This plat has been submitted to the City and is processing concurrently with the County.

County Assessor: Clarice Blanton COMMENTS ATTACHED 12/11/2017

The Re-plat description should include 'Lot 1, Block 1'(of Cheyenne Hills Subdivision), and a re-plat of a portion of the North 1/2 of the Northeast 1/4 of Section 25, T14N, R66W.

County Engineer: Scott Larson COMMENTS ATTACHED 12/28/2017**Engineer Review**

1. Plat Note number 2 indicates that there are portions of this platted area that fall within a FEMA Special Flood Hazard Area. The applicant should verify this is correct because it does not appear there is any flood hazard area within the platted area. If the applicant does indeed determine this note is correct, then the FEMA Flood Hazard Area needs to be shown on the plat and the plat resubmitted.
2. The Drainage Study submitted indicates it is Preliminary. Since it has been through the Site Plan process, grading permit process, etc. there should be a Final Drainage Study completed by now and should be submitted with this plat. The Drainage Study also needs to be signed/stamped by a PE.
3. The letter requesting a waiver of a Traffic Study indicates one will be addressed with the Site Plan process. This site has already been through the Site Plan process so the Traffic Study should already be completed and should be submitted with this plat.

Surveyor Review

1. Plats require the location and dimensions, with boundary ties, for all existing and proposed utility, drainage, access, or other easements be shown. The utilities easements boundary ties/dimensions shown near the center of the North boundary of the subdivision are a little difficult to read as they are overlaid amongst the easement boundary lines.
2. Plats require the right-of-way lines, widths and names of all streets or roads within and adjacent to the proposed subdivision/development be shown. The approximately 100 foot wide strip of land falling just south of the South boundary of the subdivision is labeled as "Saddle Ridge, 12th Filing" on the west side and "Unplatted" just below the subdivision. A division line showing the location of the 2 separate entities should be shown.
3. Plat layouts shall include such additional information as may be required to adequately describe proposed utility systems, street improvements and easements or reservations contemplated within the area to be subdivided. There are a number of "UTILITY EASEMENTS" shown on the plat. It is not clearly shown or noted/specified which utilities are allowed to utilize which easements. Can any utility use any easement or are there any restrictions?

4. Plats require any recorded easements or restrictions applicable to the subdivision shall be noted by reference to Register's book and page number. The County will not be involved in the enforcement of deed restriction or covenant instruments. There are number of "UTILITY EASEMENTS" shown on the plat. The plat does not identify, on the face of the plat or within the DEDICATION STATEMENT, whether these easements are all pre-existing or if some of them are being created as a result of this plat. None of the easements refer to the Register's book and page number.

County Public Works Department: David Bumann COMMENTS ATTACHED
12/18/2017

See County Engineer's comments

Wyoming State Engineer's Office: Lisa Lindemann COMMENTS ATTACHED
12/11/2017

Cheyenne Hills Church has two adjudicated water rights:

1) Permit No. U. W. 111428 allows 15 gallons per minute to be used for Miscellaneous uses (i.e., "potable and sanitary supply in a church") located in the NENE, Section 25, T14N, R66W.

2) Permit No. U.W. 202353 is an enlargement of Permit No. U.W. 111428 for expanded use, volumetric quantity and additional points of use. Permit No. U. W 202353 allows an additional 1 acre-foot of water to be used from Cheyenne Hills Church No.1 well for lawn and landscape watering around the church (specifically in the NENE, Section T14N, R66W).

If Cheyenne Hills Church requires additional groundwater not authorized by these permits, they must submit an "Application for Permit to Appropriate Ground Water", or Form U. W. 5 to the State Engineer's Office for review and approval (W.S. 41-3-930 through 41-3-938).

Planner: Nancy Trimble COMMENTS ATTACHED 12/18/2017

A Site Plan Application was submitted for review on 12/18/17. Approval of the site plan is dependent upon approval and recordation of the subdivision permit and plat.

Building Dept: Karen Moon COMMENTS ATTACHED 12/11/2017

No comments at this time. Owner/applicant is advised that upon building application submittal, building code requirements shall be addressed.

Agencies responding with No Comment: Board of Public Utilities, Cheyenne MPO, Environmental Health Dept., Combined Communications Center, Fire District No. 2, Sheriff's Office.

Agencies not responding: County Real Estate Office, County Treasurer, WYDOT, Emergency Management.

Minutes of the Proceedings
CHEYENNE HILLS CHURCH, 2ND FILING SUBDIVISION PERMIT & PLAT

Laramie County Planning Commission
Prepared by the Laramie County Planning & Development Office

Laramie County Wyoming

Thursday, January 11, 2018

180111 00 The Laramie County Planning Commission met in regular session on Thursday, January 11th, 2018, at 3:30 p.m.

The members in attendance were Commissioner Jody Clark, Chairwoman; Commissioners Jason Caughey, Bert Macy, Pat Moffett, and Joe Patterson; Dave Bumann, Assistant Director; Nancy Trimble, Associate Planner; Bryan Nicholas, Associate Planner. Rauchelle Meredith, Senior Permit Technician; Antony Pomerleau, Chief Building Official.

The meeting register was signed by:
Kim Wallace, 1808 South 5th Ave
Kenneth Farrar, 1411 Lampman Ct.
Brad Emmons, 1103 Old Town Lane
Carroll Nickerson, 1816 York Ave.
Cassie Wright, 1429 Lampman Ct.
Robert Herb, 1424 Lampman Ct.
Casey Palma, 1102 West 19th St.
Nancy Olson, 615 West 20th St.
Guy Boulier, 2212 Draper Rd.
Seth Lloyd, 2101 O'Niel Ave.
Fred Skorcz, 1520 Sunny Hill Dr.
Bonita Gamble, 1430 Plum St.

02 Review and action of a Subdivision Permit and Plat for Cheyenne Hills Church, 2nd Filing, a replat of a portion of Lot 1, Block 1, Cheyenne Hills Church Subdivision and a portion of the N1/2, NE1/4, Section 25, T.14N., R.66W., Laramie County, WY.

Nancy introduced the application to the board, and provided background. Brad Emmons representing AVI gave testimony about the Subdivision. Brad provided testimony and made himself available to the commissioner. Commissioner Moffett asked about the adjacent land to the east and ownership. Brad stated it is owned by another party.

Nancy provided the overview of the staff report. Staff found the Subdivision Plat was in conformance with the plans and policies of the LC Comp Plan, and LCLUR, supported recommendation of approval 2 conditions.

Commissioner opened the application to the public.

Seth Loyd- City of Cheyenne Planning & Development Dept. has stated it is in the review process for the City Conditions, and made himself available for questions.

Commissioner Clark opened the discussion for public comment. No comments from the public.

Public comments was closed.

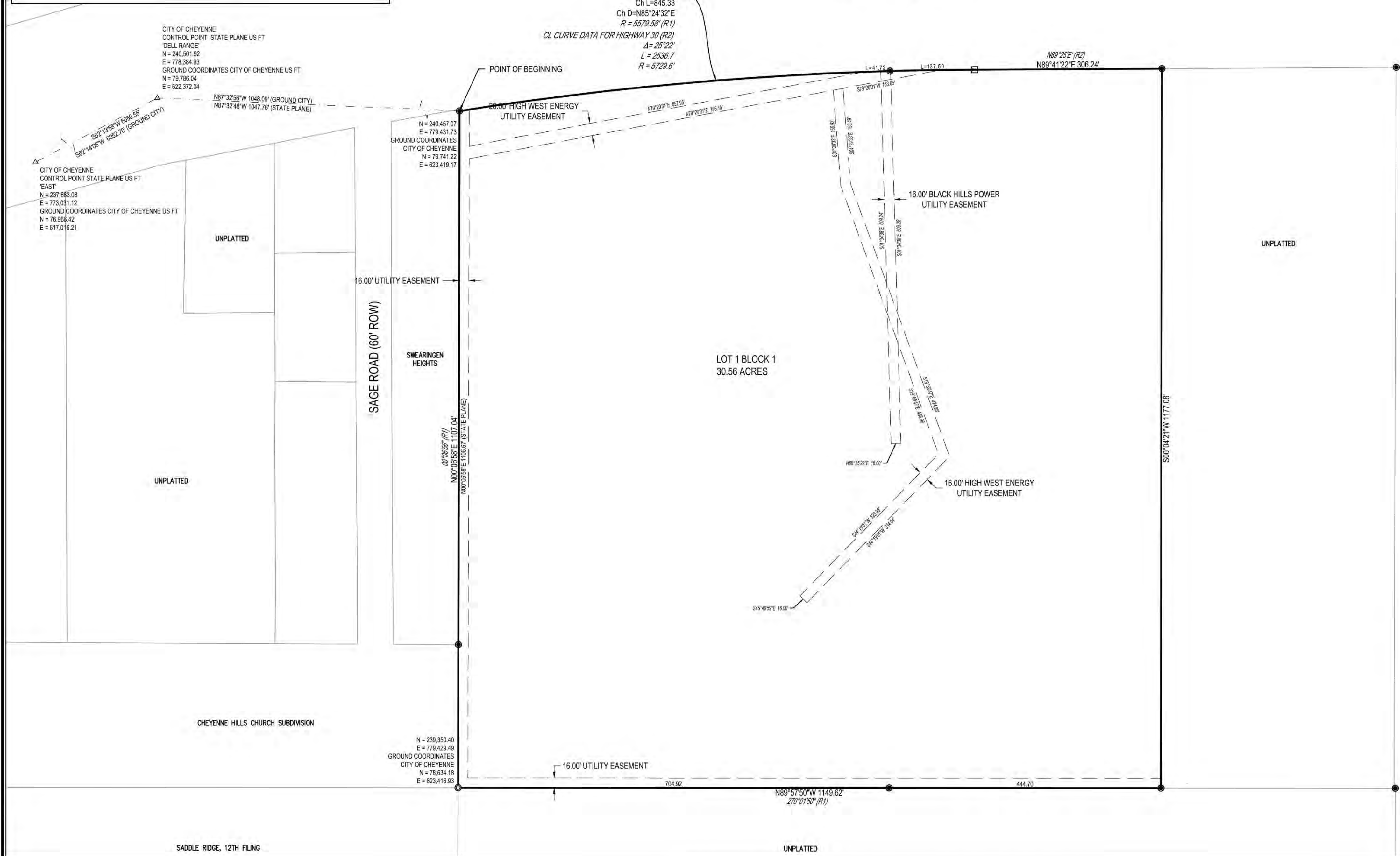
Commissioner Moffett asked a question about County Engineer comments on traffic and density of traffic at certain times. Brad stated a report of traffic would be provided from past reports.

Commissioner Jason Caughey moved to approve the application with the conditions.

Motion was seconded and approved 5-0

LEGEND

●	FOUND ALUMINUM CAP
□	FOUND WYDOT RIGHT OF WAY
●	SET ALUMINUM CAP AVI PC WY PLS 12045
(M)	MEASURED DATA THIS PLAT
(R1)	RECORD DATA FROM CHEYENNE HILLS SUBDIVISION
(R2)	RECORD DATA FROM ROW EASEMENT BK 548 PG 515
-----	EASEMENT LINES
—————	PLAT BOUNDARY



LEGAL DESCRIPTION

THE FOLLOWING IS A LEGAL DESCRIPTION FOR A PARCEL OF LAND BEING SITUATED IN A PORTION OF THE NORTH ONE-HALF OF THE NORTHEAST ONE QUARTER OF SECTION 25, TOWNSHIP 14 NORTH, RANGE 66 WEST OF THE SIXTH PRINCIPAL MERIDIAN, LARAMIE COUNTY WYOMING, A REPLAT OF A PORTION OF LOT 1 BLOCK 1 OF CHEYENNE HILLS CHURCH SUBDIVISION AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT FOUND ALUMINUM CAP, SAID POINT BEING AT THE NORTHEAST CORNER OF
SWEARGEN HEIGHTS AND ON THE SOUTHERLY RIGHT OF WAY OF STATE HIGHWAY 30 AND
THE BEGINNING OF A CURVE TO THE RIGHT; SAID CURVE HAVING A RADIUS OF 5579.58 FEET, A CHORD
BEARING OF N85°24'32"E, A CHORD DISTANCE OF 845.33 FEET AND A CENTRAL ANGLE OF 08°41'20",
THENCE ALONG SAID SOUTHERLY RIGHT OF WAY AND THE ARC OF SAID CURVE A DISTANCE OF
846.14 FEET TO A FOUND WYDOT RIGHT OF WAY MARKER; THENCE CONTINUING ALONG SAID
SOUTHERLY RIGHT OF WAY W/ N89°41'22"E A DISTANCE OF 306.24 FEET TO A FOUND ALUMINUM CAP;
THENCE S00°04'21"W A DISTANCE OF 1177.08 FEET TO A FOUND ALUMINUM CAP; THENCE
N89°57'50"W A DISTANCE OF 1149.62 FEET TO A POINT; THENCE N06°05'58"E A DISTANCE OF 1107.04
FEET MORE OR LESS TO THE POINT OF BEGINNING.

SAID PARCEL OF LAND CONTAINS 30.56 ACRES MORE OR LESS AND IS SUBJECT TO ALL EASEMENTS OF RECORD WHETHER SHOWN OR NOT.

PLAT NOTES:

1. A 5/8" REBAR 24" LONG WITH A 2" ALUMINUM CAP STAMPED AVI PC PLS 12045 WILL BE PLACED AT ALL PROPERTY BOUNDARY CORNERS DENOTED TO BE SET, INCLUDING BUT NOT LIMITED TO POINTS OF CURVATURE, POINTS OF TANGENCY AND ANGLE POINTS.
2. THE PLATTED BOUNDARY LIES WITHIN FEMA DESIGNATED ZONE 'X' (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN).
3. FIRE PROTECTION IS PROVIDED BY LARAMIE COUNTY FIRE DISTRICT NO. 2
4. NO PUBLIC WATER OR SEWER SYSTEMS.

VACATION STATEMENT

THIS PLAT VACATES ANY AND ALL LOT AND BLOCK AND EASEMENT LINES WITHIN THE BOUNDS OF
THIS PLAT.

BASIS OF BEARINGS:

COORDINATES ARE GROUND COORDINATES BASED ON US STATE PLANE 1983, WYOMING STATE PLANE EAST PIZPONE 4901.
TO CONVERT TO STATE PLAN COORDINATES ADD 200,000 FT TO THE NORTHING AND 700,000 FT TO THE EASTING AND MULTIPLY BY A PROJECT SCALE FACTOR OF 0.9996658.
EXAMPLE POINT 100
GROUND NORTHING = 61979.187
GROUND EASTING = 48199.569
 $N = (61979.187 + 200000)'SF = 261891.634$
 $E = (48199.569 + 700000)'SF = 747949.521$
STATE PLANE NORTHING = 261891.634
STATE PLANE EASTING = 747949.521

APPROVALS

APPROVED BY THE CHEYENNE PLANNING COMMISSION THIS ____ DAY
OF _____, 20__.

DEVELOPMENT DIRECTOR

APPROVED BY THE CITY COUNCIL OF THE CITY OF CHEYENNE, THIS ____ DAY OF _____, 20__.

MAYOR _____ CITY CLERK _____

APPROVALS

APPROVED BY THE LARAMIE COUNTY PLANNING COMMISSION THIS ____ DAY
OF _____, 20__

CHAIR PERSON FOR THE PLANNING COMMISSION

APPROVED BY THE COUNTY COMMISSIONERS OF LARAMIE COUNTY, WYOMING THIS _____
DAY OF _____, 20____.

CHAIR PERSON, BOARD OF COUNTY COMMISSIONERS COUNTY CLERK

CERTIFICATE OF SURVEYOR

I ADAM E. DESCHLER, A PROFESSIONAL LAND SURVEYOR LICENSED IN THE STATE OF WYOMING, HEREBY STATE THAT THIS SURVEY WAS PREPARED FROM THE RECORDS AND FIELD NOTES OF A FINAL PLAT SURVEY CONDUCTED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT THE MONUMENTS ARE SET OR FOUND AS SHOWN AND THAT THIS PLAT CORRECTLY REPRESENTS SAID SURVEY OF THE LAND DEPICTED HEREON TO THE BEST OF MY KNOWLEDGE.



FINAL PLAT
FOR
CHEYENNE HILLS CHURCH
SUBDIVISION, 2ND FILING

A REPLAT OF A PORTION OF LOT 1 BLOCK 1 OF CHEYENNE HILLS CHURCH
SUBDIVISION AND A REPLAT OF A PORTION OF N $\frac{1}{2}$ NE $\frac{1}{4}$ SECTION 25 TOWNSHIP
14 NORTH, RANGE 66 WEST AND BEING SITUATED IN A PORTION OF THE N $\frac{1}{2}$
NE $\frac{1}{4}$ SECTION 25 TOWNSHIP 14 NORTH, RANGE 66 WEST
OF THE SIXTH PRINCIPAL MERIDIAN,
LARAMIE COUNTY, WYOMING
PREPARED NOVEMBER 2017

[illegible]

PREPARED FOR:
CHEYENNE HILLS CHURCH
7505 US HIGHWAY 30
CHEYENNE, WY 82009

ECT: CHEYENNE HILLS CHURCH SUBDIVISION, 2ND FILING

FINAL PLAT



307.637.6017
1103 OLD TOWN LANE, SUITE 101
CHEYENNE, WY 82009
AVI@AVIPC.COM

DATE: Jan 24, 2018

DRAWN BY: CRJ

DESIGNED BY:

CHECKED BY:

	AED

JOB NO.: 3969

DRAWING NO. 1 OF 1

RESOLUTION NO. _____

**A RESOLUTION TO APPROVE A SUBDIVISION PERMIT AND PLAT FOR
CHEYENNE HILLS CHURCH SUBDIVISION, 2ND FILING,
A REPLAT OF A PORTION OF LOT 1, BLOCK 1, CHEYENNE HILLS CHURCH
SUBDIVISION AND A PORTION OF THE N1/2, NE1/4, SECTION 25, T.14N., R.66W.,
LARAMIE COUNTY, WY**

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 proposed subdivision is in conformance with the plans and policies of the A1 – Agricultural and Rural Residential zone district.; and

WHEREAS, this resolution is the subdivision permit for Cheyenne Hills Church Subdivision, 2nd Filing.

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.
- b. This application is in conformance with the A1 - Agricultural and Rural Residential zone district.

And the Board approves the Subdivision Permit and Plat for Cheyenne Hills Church Subdivision, 2nd Filing with no conditions.

PRESENTED, READ AND ADOPTED THIS _____ DAY OF _____, 2018.

LARAMIE COUNTY BOARD OF COMMISSIONERS

Buck Holmes, Chairman

ATTEST:

Debra K. Lee, Laramie County Clerk

Reviewed and approved as to form:



Mark T. Voss, Laramie County Attorney