

Planning • Building

#### MEMORANDUM

- TO: Laramie County Board of Commissioners
- FROM: Bryan Nicholas, Associate Planner
- DATE: February 6<sup>th</sup>, 2018
- TITLE: Review and action of a Subdivision Permit and Plat for Treadway Subdivision, a replat of Tracts 1-4, Ultrea Subdivision, Laramie County, WY.

#### EXECUTIVE SUMMARY

Steil Surveying Services, LLC, on behalf of Treadway Revocable Trust, and Matthew & Debra Treadway, has submitted an application for Subdivision Permit & Plat for "Treadway Subdivision", a replat of Tracts 1-4, Ultrea Subdivision.

#### BACKGROUND

The existing subdivision is located southeast of West Allison Road and Walterscheid Boulevard. The four existing tracts contain three residential structures addressed as 707 W. Allison Road, 713 W. Allison Road, and 712 Debbie Lane. The proposed subdivision would reconfigure the property to more closely align the lot boundaries with the existing uses.

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 4-2-104 of the Laramie County Land Uses Regulations governing the MR Medium Density Residential zone district.

### **DISCUSSION**

The Laramie County Comprehensive Plan identifies the area as Urban Rural Interface (URI). Within this area, higher density residential, intensive commercial, employment centers and industrial uses are recommended. Generally, these uses have access to public water and sewer services. The subject property is located within the South Cheyenne Water and Sewer District.

PlanCheyenne contemplates Urban Residential (UR) uses for this area. This category includes many of the Cheyenne Area's existing neighborhoods, with primary uses including a broader variety of residential types, such as single-family residences, duplexes, patio homes, townhomes, condominiums, and apartments.

The subject property is located within the MR – Medium Density Residential zone district, which requires a minimum lot size of 6,000 square feet for single-family residential use. The proposed lot sizes meet this requirement.

There is an existing ingress & egress easement from West Allison Road that Lots 2 & 3 share, which continues south, and provides an additional access route for Lot 1. The plat indicates the existing 12' mutual ingress/egress easement shall remain.

A development sign was posted and the adjacent neighbors were notified via certified email, and a notice for the public hearings was posted in the newspaper. No public comment was received.

Staff received confirmation that the plat is in process with the City, and agency comments regarding property ownership, and required mapping and clerical revisions to the plat.

The Laramie County Planning Commission held a public hearing of this application on January 11<sup>th</sup>, 2018. Seth Lloyd with the City of Cheyenne Planning Department confirmed the plat was currently under review by the City, and made himself available for questions. No public comment was received. The Planning Commission voted (5-0) to recommend approval to the Board with one condition. This condition was satisfied by submittal of a revised plat on January 24<sup>th</sup>, showing all required corrections.

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

Staff finds the proposed Subdivision Permit and Plat is in 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 MR Medium Density Residential zone district.

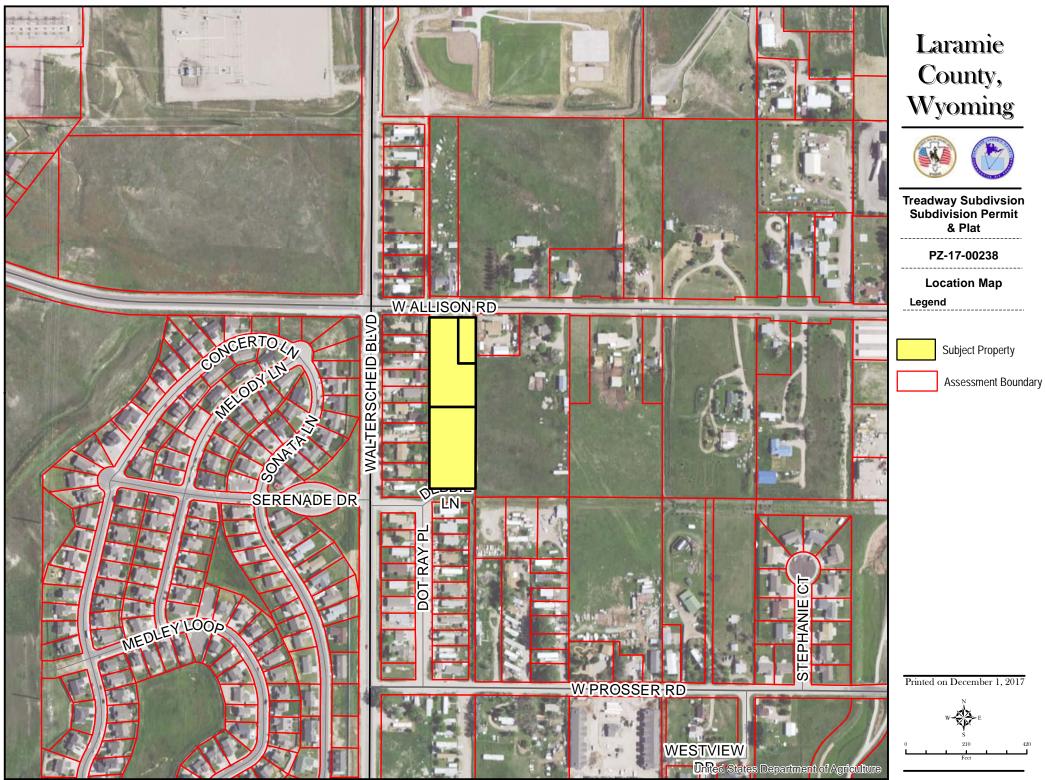
and that the Board approve the Subdivision Permit and Plat for Treadway Subdivision with no conditions.

#### PROPOSED MOTION

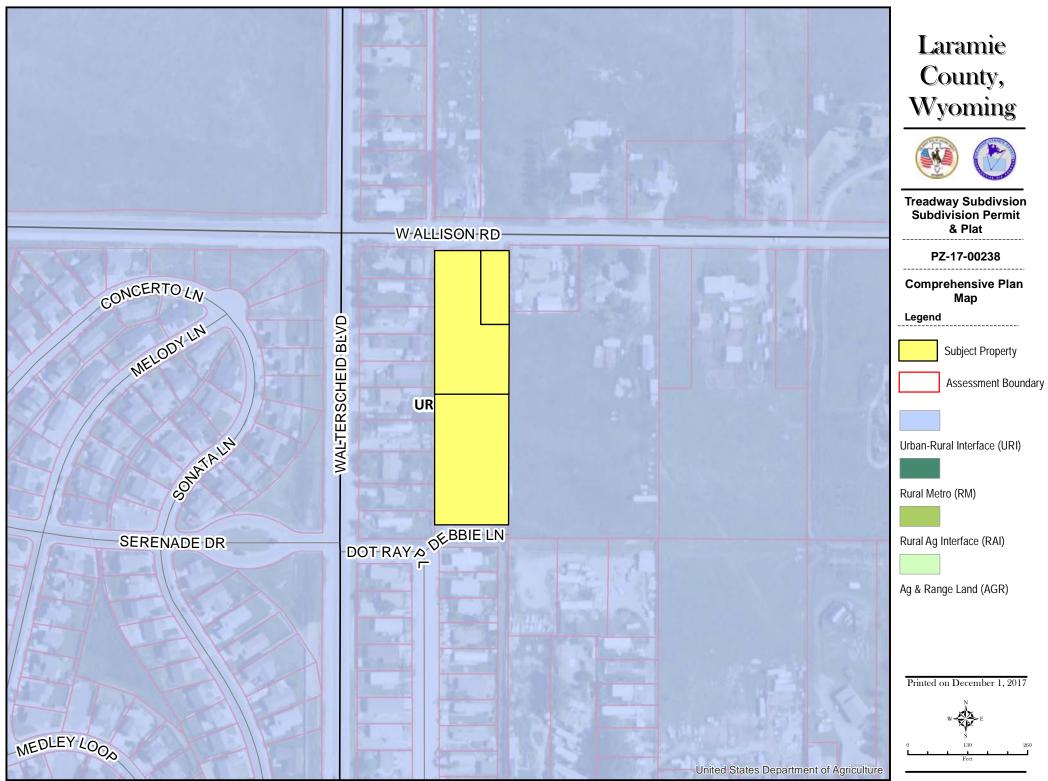
I move to approve the Subdivision Permit and Plat for Treadway Subdivision, and adopt the findings of facts a and b of the staff report.

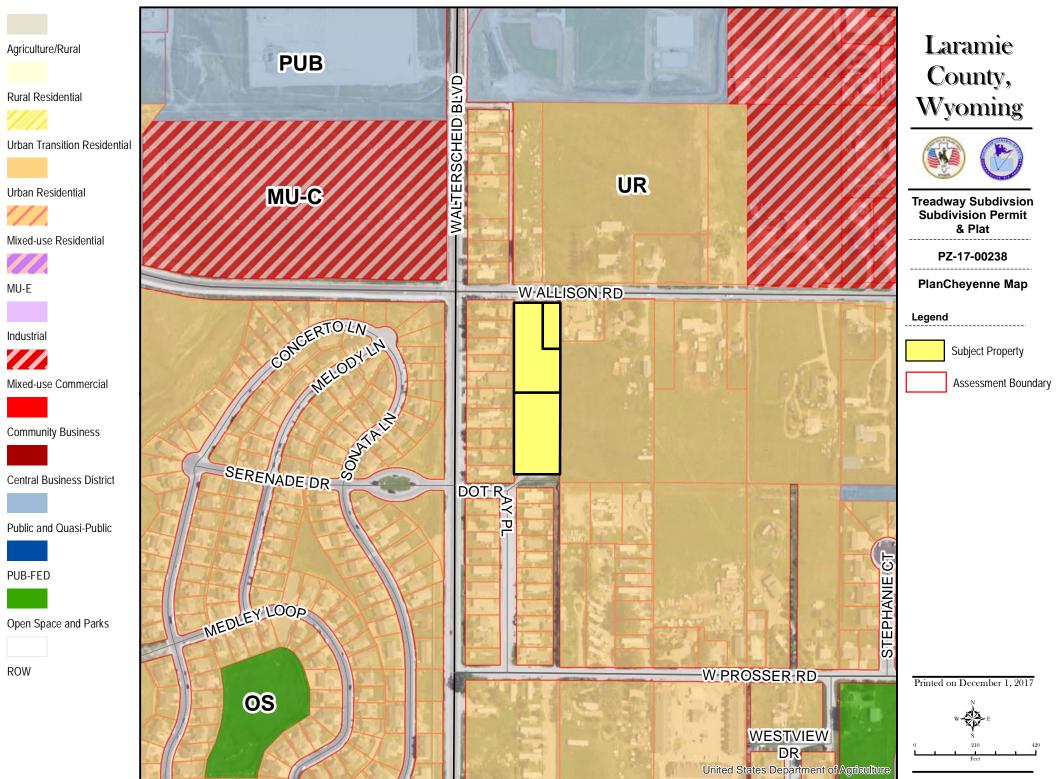
#### ATTACHMENTS

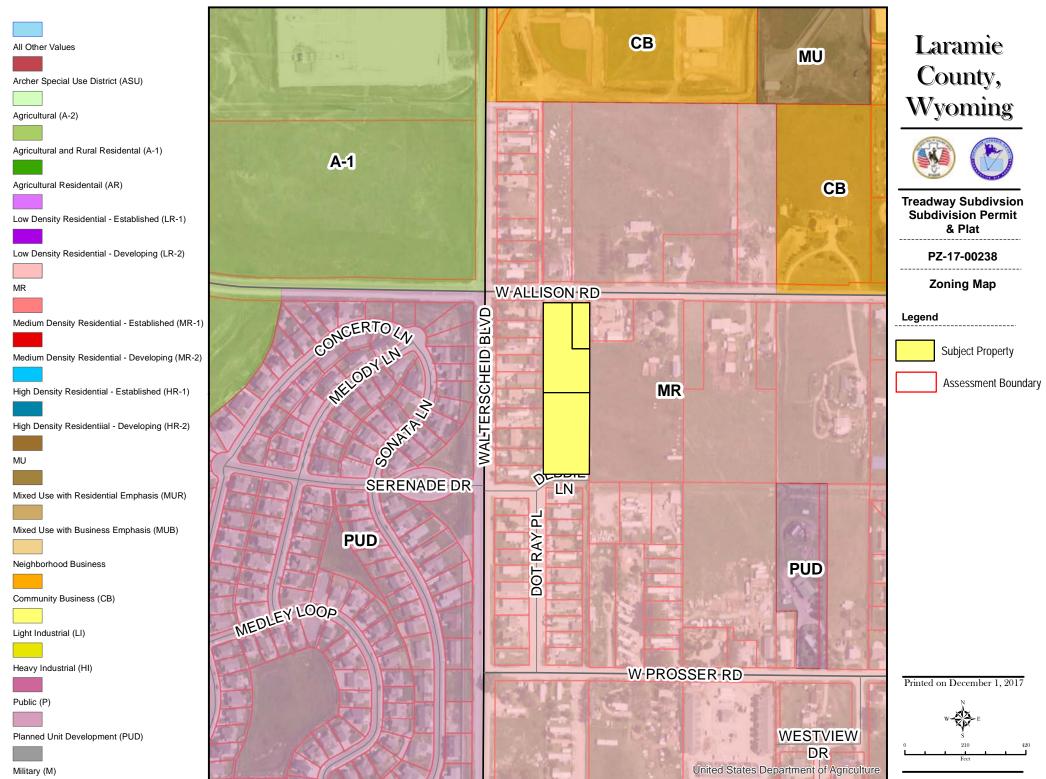
Attachment 1: Location Map Attachment 2: Aerial Map Attachment 3: Comprehensive Plan Map Attachment 3: Comprehensive Plan Map Attachment 4: PlanCheyenne Map Attachment 5: Zoning Map Attachment 5: Zoning Map Attachment 6: Agency Review Comments Attachment 7: Planning Commission Meeting Minutes – January 11, 2018 Attachment 7: Revised Plat 01.24.18 Attachment 9: Revised Plat 01.24.18 Attachment 10: Resolution











# PZ-17-00238 TREADWAY SUBDIVISION SUBDIVISION PERMIT

**Chevenne 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.

Additionally, there are some for technical changes to the map required.

# County Assessor: Clarice Blanton COMMENTS ATTACHED 12/07/2017

1.We will not transfer ownership based on the Note to Assessor. After plat recordation deeds will need to be recorded with the Laramie County Clerk transferring ownership based on the Note. Joint owners will be shown on Lots 1 and 3 until deeds are filed.

#### County Engineer: Scott Larson COMMENTS ATTACHED 12/19/2017

#### **Engineer Review**

1.I concur with the request for a waiver of a detailed Traffic Study and Drainage Study since neither will experience any significant changes or increases with this proposed action.

#### Surveyor Review

1.Plats require that dedication and acknowledgment statements must be executed by all owners of legal and equitable interests in the property being subdivided/developed. The DEDICATION includes the statement, "and do hereby dedicate the right-of-way to the public". It appears from the available public mapping on the County website that the only public right-of-way shown on the plat, DEBBIE LANE and ALLEY falling south of this subdivision, were dedicated on previously recorded adjoining plats. 2.Plats shall include the date of plat preparation, written and graphic scales, and north arrow designating true north. There are no written or graphic scales on the plat. 3. Plats require for subdivisions within one (1) mile of the city limits of Cheyenne, survey tie(s) by bearing/azimuth and the distance to two (2) of the City of the City of Chevenne's Horizontal Control Network monuments shall be accurately described on the plat. In addition, for the purposes of enhancing the City and County GIS Program framework, all public land survey corners on or within the subdivision boundary shall have field observation coordinates provided on the plat. These coordinates shall reference Wyoming State Plane Coordinate System, East Zone, U.S. Survey foot, NAD 1983(CORS96). The coordinates shall be observed and verified at the time of the plat survey. According to an email memo from Jack Studley, Cheyenne City Surveyor "the conversion of City Ordinance requirements from the City Ground Datum system to the Wyoming State Plane Coordinate system was recently approved" and all future filings in the City should have State Plane coordinates and a combined scale factor for the project. I am not sure exactly when that would take affect or if it would specifically apply to this plat. This plat provides coordinates on the City of Cheyenne Datum only.

### PLANNERS: Brad Emmons COMMENTS ATTACHED 12/18/2017

1. The 12' mutual ingress & egress easement could cause possible issues if future development or change of ownership were to occur.

2. The access provided by the 12' easement is not necessary from a planning standpoint based on the fact Lot 1 will be accessed from Debbie Lane.

**BUILDING DEPT:** Karen Moon COMMENTS ATTACHED 12/07/2017 NO COMMENTS AT THIS TIME. OWNER/APPLICANT IS ADVISED THAT UPON BUILDING APPLICATION SUBMITTAL, BUILDING CODE REQUIREMENTS SHALL BE ADDRESSED.

### AGENCIES WITH NO COMMENTS:

Cheyenne MPO Combined Communications Center County Public Works Department County Treasurer Environmental Health Department Sheriff's Office

# AGENCIES WITH NO RESPONSE:

Cheyenne Urban Planning Office County Attorney County Real Estate Office US Post Office Emergency Management Fire District No. 1 South Cheyenne Water & Sewer Cheyenne Engineering Services South Chey Community

# Minutes of the Proceedings TREADWAY 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.

**03** Review and action of a Subdivision Permit and Plat for Treadway Subdivision, a replat of Tracts 1-4, Ultrea Subdivision, Laramie County, WY.

Bryan Nicholas introduced the application to the board, and provided background.

Casey Palma of Steil Surveying Services provided testimony on the application and made himself available for questioning. Mr. Palma stated that the requirements and comments from the Planning Department would be address and had no issues with addressing those comments.

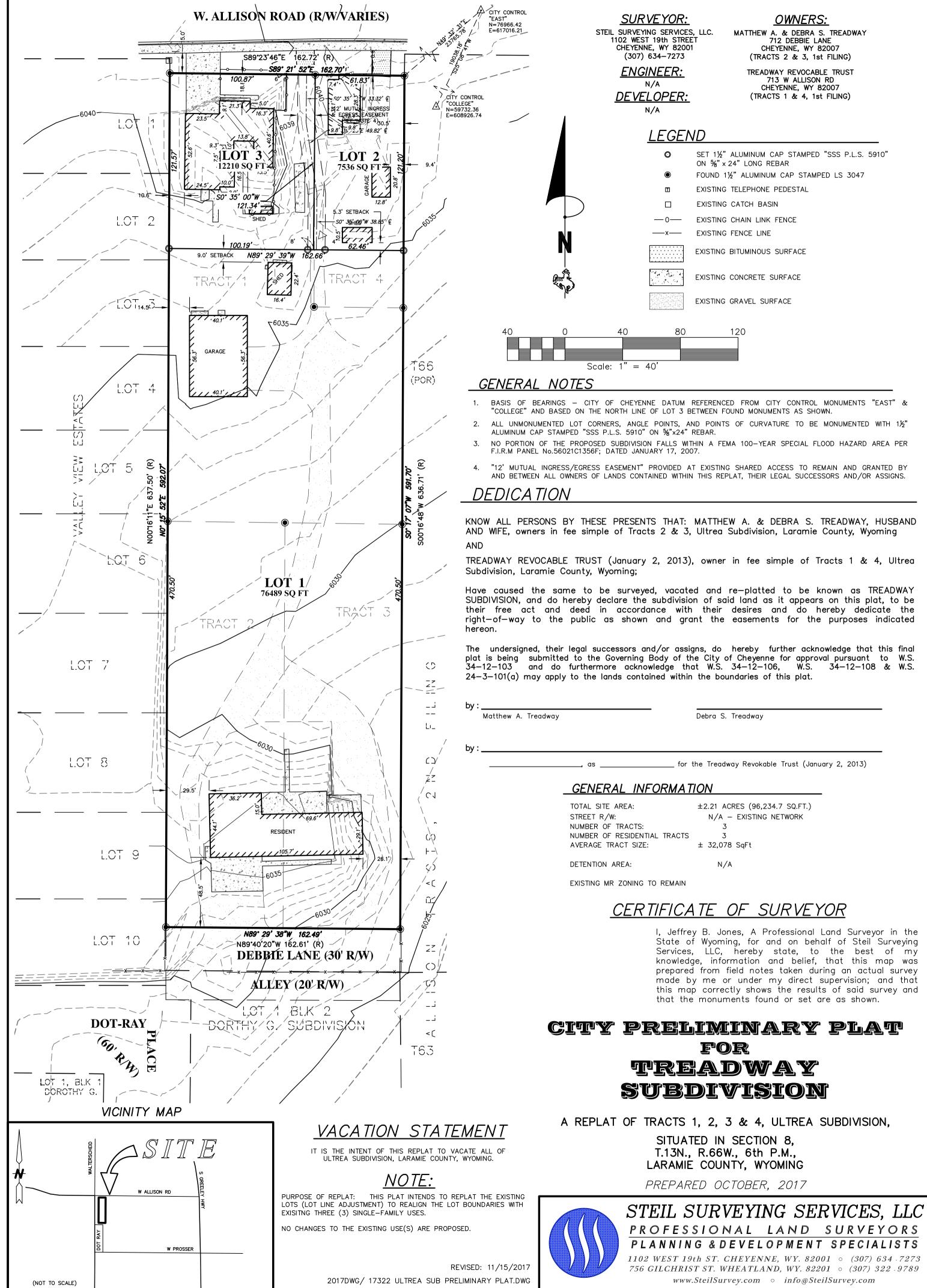
Seth Loyd- City of Cheyenne Planning & Development Dept. has stated it is in the review process for the City Conditions, and made himself available for questions.

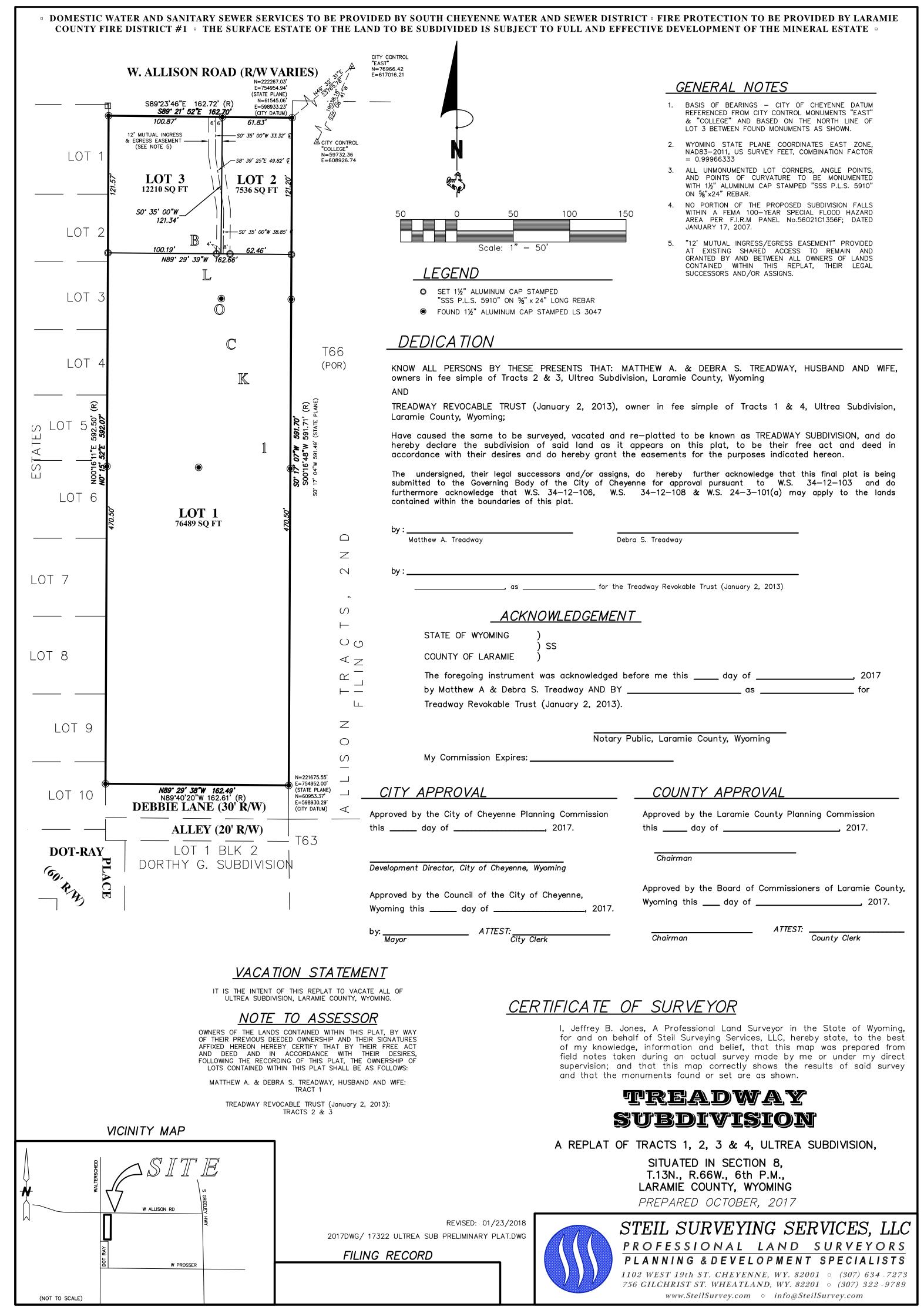
Commissioner Clark opened the discussion for public comment. No comments from the public.

Commissioner Macy moved to approve the application with no conditions.

The motion was seconded and approved 5-0.

**DOMESTIC WATER AND SANITARY SEWER SERVICES TO BE PROVIDED BY SOUTH CHEYENNE WATER AND SEWER DISTRICT • FIRE PROTECTION TO BE PROVIDED BY LARAMIE** COUNTY FIRE DISTRICT #1 • THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE •





© COPYRIGHT 2017 STEIL SURVEYING SERVICES, LLC ALL RIGHTS RESERVED

#### A RESOLUTION TO APPROVE A SUBDIVISION PERMIT AND PLAT FOR TREADWAY SUBDIVISION, A REPLAT OF TRACTS 1 - 4, ULTREA SUBDIVISION, 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 MR-Medium Density Residential zone district; and

WHEREAS, this resolution is the subdivision permit for Treadway 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.
- **b.** This application is in conformance with the MR Medium Density Residential zone district.

# and the Board approves the Subdivision Permit and Plat for Treadway Subdivision 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