



LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

Planning • Building

MEMORANDUM

TO: Laramie County Board of Commissioners

FROM: Bryan Nicholas, Associate Planner

DATE: March 5, 2019

TITLE: Review and action of a Subdivision Permit and Plat, for Greenwood Subdivision, a replat of Lot 1, Block 1, Busing Addition, Laramie County, WY.

EXECUTIVE SUMMARY

Steil Surveying Services, on behalf of Garrett Investment LLC, has submitted a Preliminary Development Plan and Subdivision Permit and Plat applications for this property located southwest of the West Prosser Road and Greenwood Place intersection. The application has been submitted to subdivide the property into eleven (11) residential lots: ten (10) lots intended for living units on each proposed lot, with the 11th lot preserving the existing single-family residential use at 417 W. Prosser Rd.

BACKGROUND

An existing single family residence, located in the north central portion of the property, will remain in place and will acquire ownership of Lot 6 of the proposed subdivision. The subject property is located within the South Cheyenne Water and Sewer District, with utility infrastructure in place. A 16' alley was dedicated to the public through the Busing Addition Plat, recorded in 1956. This subdivision is proposing to vacate the portion of the alley adjacent to the west property line, in which the land will be returned to the property owner.

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 indicated. Generally, these uses have access to public water and sewer services.

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, in which the proposed duplex development is a Use by Right. The proposed lot sizes on the plat meet the zone district minimum requirements for both single-family and duplex residential uses at 6,000 and 3,000 square feet per unit, respectively. The applicant's intent for development is to construct one structure onto two lots, with the property lines dividing each living unit. This proposed method meets the minimum property area of 3,000 square feet per unit per the MR zone district.

As stated prior, this subject property lies within the South Cheyenne Water and Sewer District, with public services being provided to the existing residence. Pursuant to W.S. 18-5-306, subdivisions within a public water/sewer district are exempt from a Wyoming DEQ Chapter 23 Review. Agency review comments were received regarding access spacing from West Prosser Road, fire district requirements for access, premises identification and fire protection, development modeling for public service establishment, and clerical corrections on the plat.

Per section 2-1-100 of the 2019 Land Use Regulations, a Preliminary Development Plan can be submitted concurrently with a Subdivision Permit and Plat. A letter requesting waiver of the traffic and drainage studies was received with the Subdivision Permit and Plat application, in which the County Engineer has concurred. An Environmental Services Impact Report was submitted to the Planning staff on February 20th, 2019, a copy of which is attached.

This project was submitted to the City of Cheyenne Planning and Development office for approval of an expedited Preliminary and Final Plat in December of 2018, due to the project being within one mile of the City limits. Effective January 1st, W.S. § 34-12-103 removed the requirement of City Council approval of the Plat, and instead delegated the authority of review to City staff. On February 14th, Planning Staff received a letter from the Applicant informing that they had withdrawn the application from City approval process.

Public notice was provided per Section 1-2-104 of the Land Use Regulations. No public comment was received regarding this project.

The Planning Commission held a public hearing for this project on February 14th, and unanimously recommended approval to the Board, with the condition of submitting a revised plat to address County Engineer comments prior to this public hearing. Staff received a revised plat on February 20th addressing all County Engineer comments. During public comment, the Planning Commission received comments addressing concerns of crime, drainage issues, public safety, and preserving the residential nature of the neighborhood. Upon approval by the Board, the Applicant will be required to submit a Site Plan application for Administrative Approval by the Planning Staff prior to any construction.

The attached resolution for the Subdivision Permit and Plat shall serve as the subdivision permit upon approval by the Board.

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 section 4-2-104 governing the MR – Medium Density Residential zone district.

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

PROPOSED MOTION FOR THE SUBDIVISION PERMIT & PLAT

I move to approve the Subdivision Permit and Plat for Greenwood 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 4: PlanCheyenne Map**
- Attachment 5: Current Zoning Map**
- Attachment 6: Project Narrative / Waiver Requests**
- Attachment 7: Drainage Worksheet**
- Attachment 8: Transportation Worksheet**
- Attachment 9: ESIR Letter – 2.20.19**
- Attachment 10: Applicant Withdrawal Memo – 2.14.19**
- Attachment 11: Agency Comments Report**
- Attachment 12: Plat – Revised 2.20.19**
- Attachment 13: Resolution**

Laramie County, Wyoming



**Greenwood
Subdivision**

**Sub Permit
& Plat**

PZ-19-00002

Location Map

 **Subject
Property**

 **Property Lines**

Streets

Classification

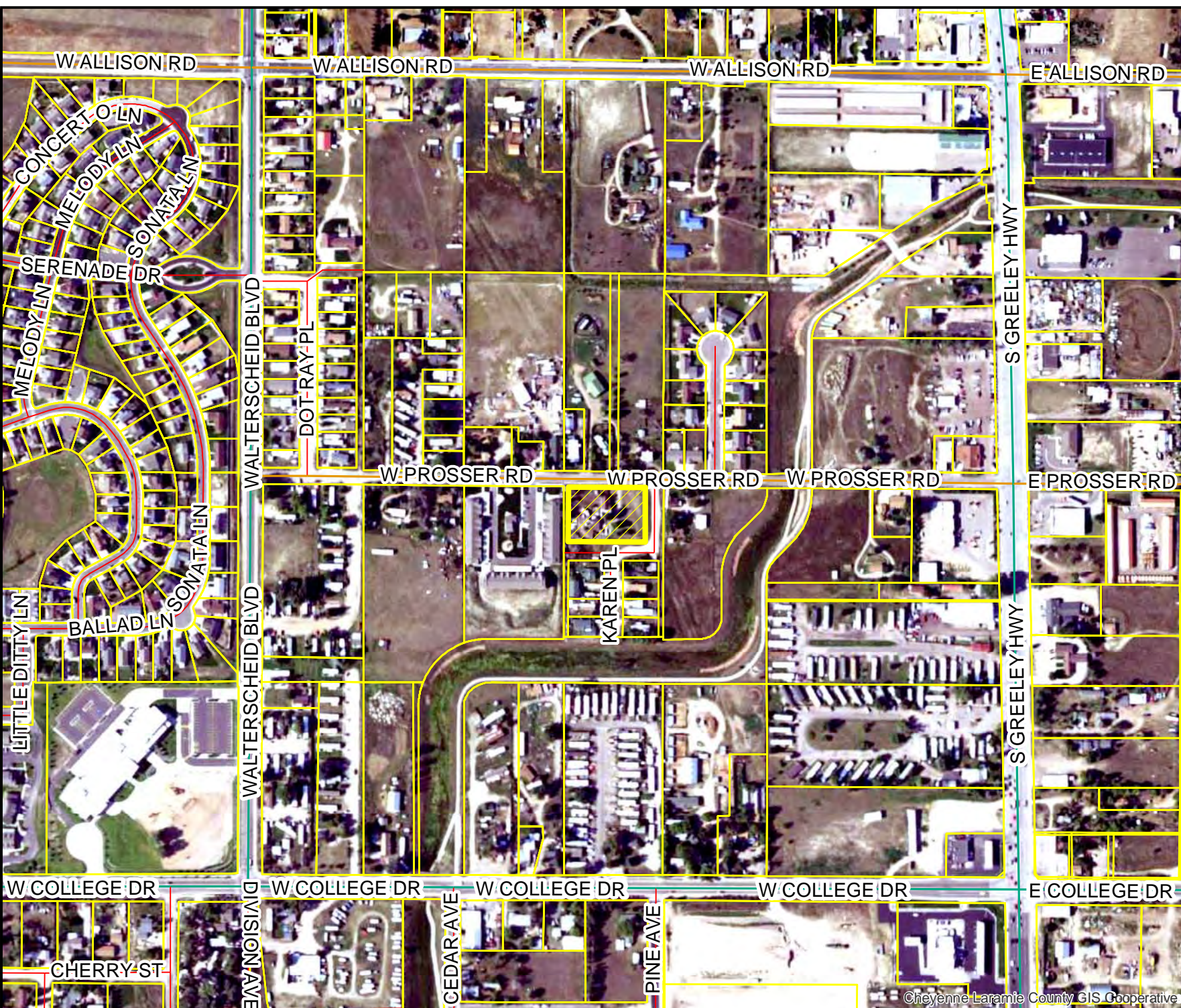
 Arterial
 Collector
 Local

January 2019



0 250 500
Feet

Cheyenne Laramie County GIS Cooperative



Laramie County, Wyoming



**Greenwood
Subdivision**

**Sub Permit
& Plat**

PZ-19-00002

Aerial Map

 **Subject
Property**

 **Property Lines**

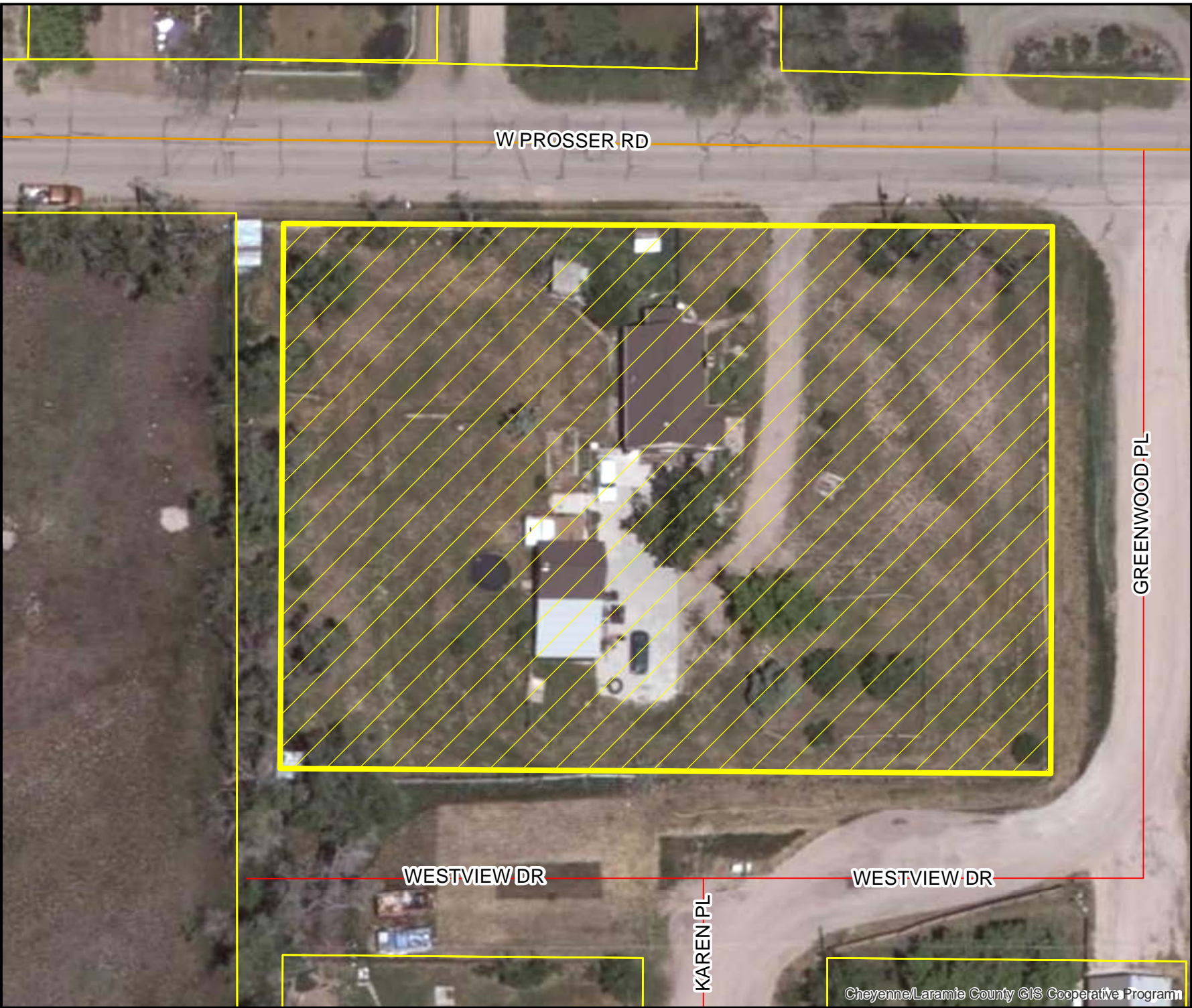
Streets
Classification
 **Collector**
 **Local**

January 2019



0 25 50
Feet

Cheyenne/Laramie County GIS Cooperative Program



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Laramie County, Wyoming



**Greenwood
Subdivision**

**Sub Permit
& Plat**

PZ-19-00002

**Comprehensive
Plan Map**

 **Subject
Property**

 **Property Lines**





Streets

Classification

 **Collector**
 **Local**

Future Land Use Districts

OTHER

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

January 2019



0 62.5 125
Feet

Cheyenne/Laramie County GIS Cooperative Program

Laramie County, Wyoming



Greenwood Subdivision

Sub Permit & Plat

PZ-19-00002

PlanCheyenne Map

 **Subject Property**

 **Property Lines**

Streets

Classification

 **Collector**
 **Local**

January 2019

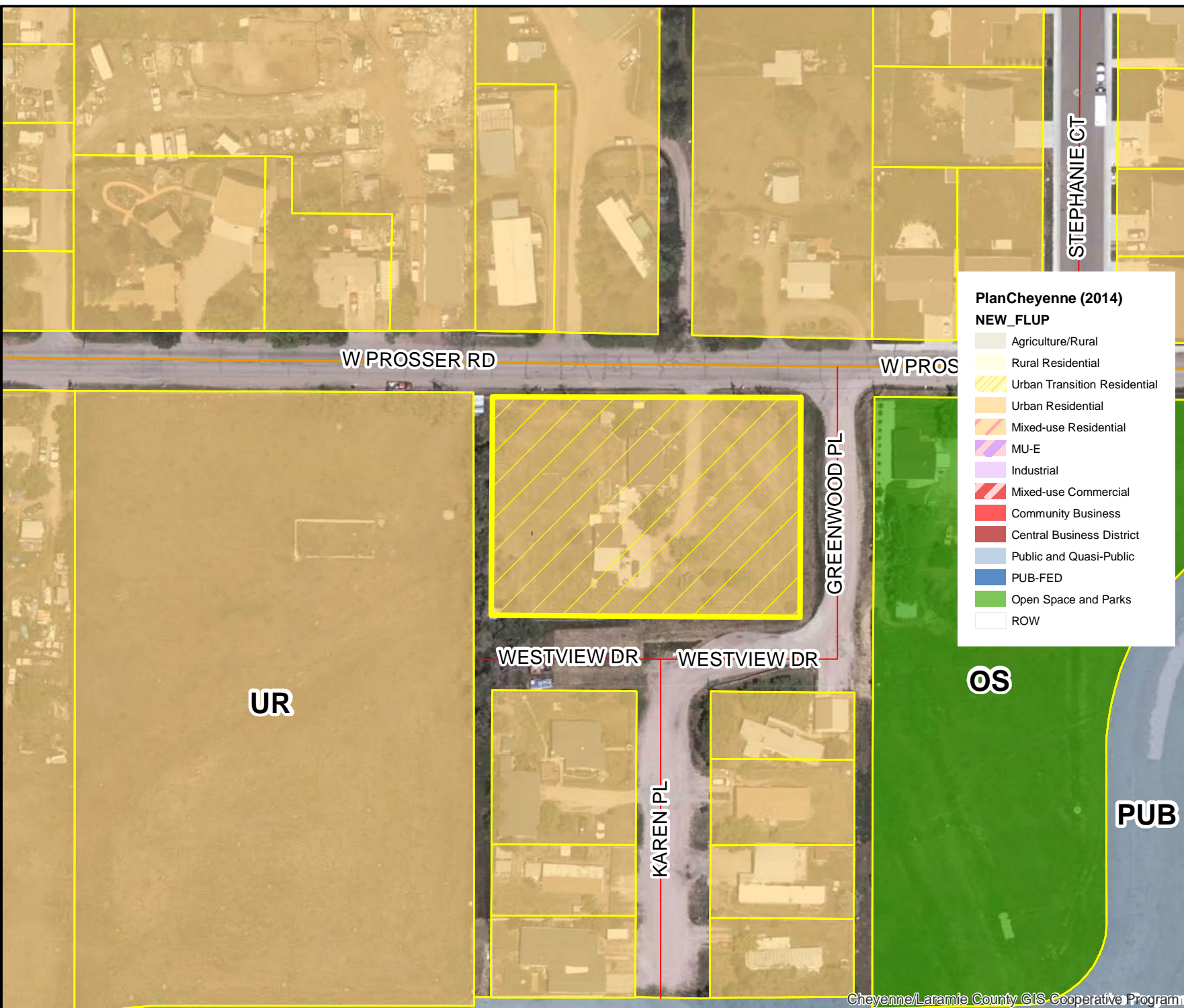


0 62.5 125
Feet

PlanCheyenne (2014)

NEW_FLUP

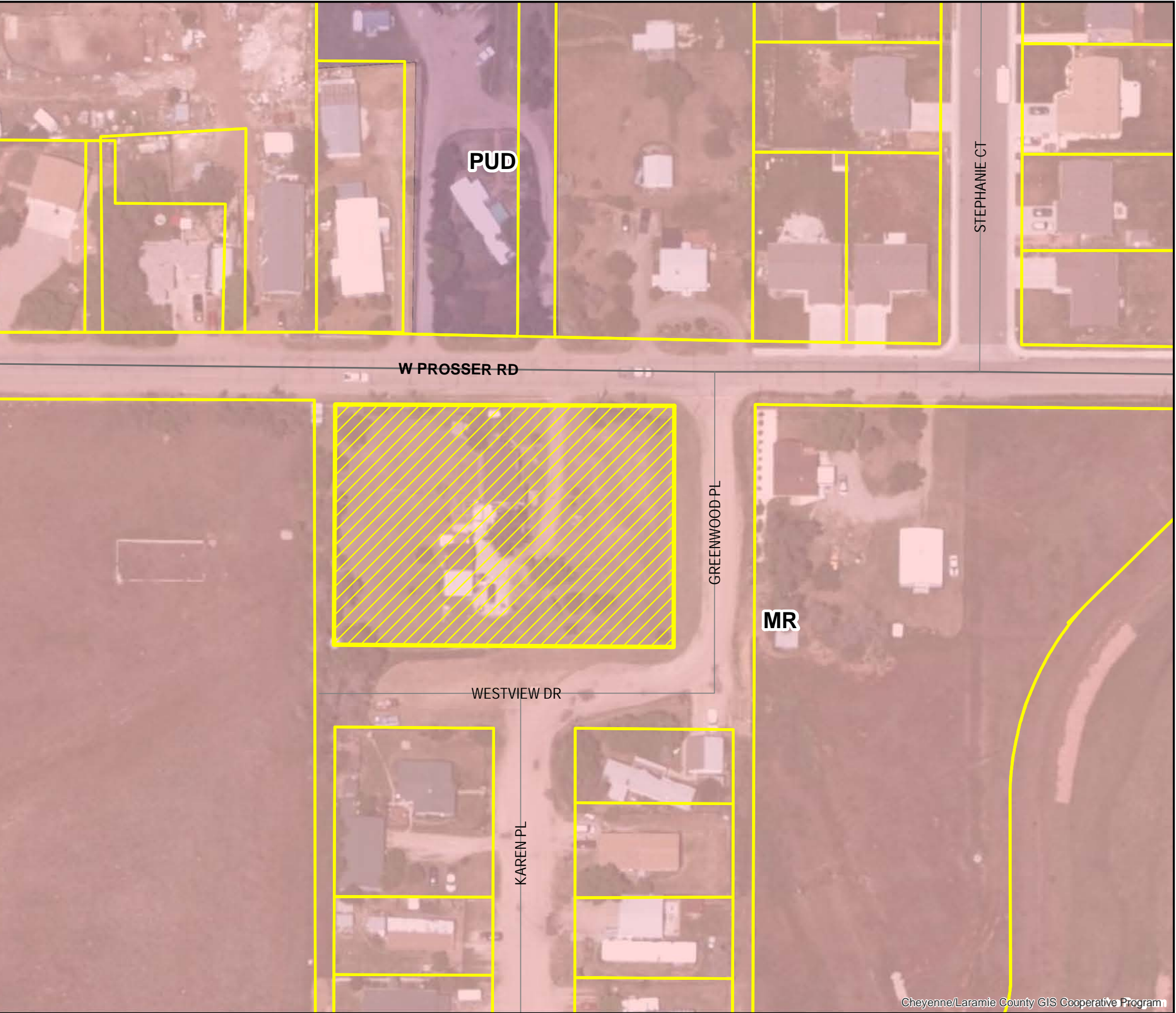
-  Agriculture/Rural
-  Rural Residential
-  Urban Transition Residential
-  Urban Residential
-  Mixed-use Residential
-  MU-E
-  Industrial
-  Mixed-use Commercial
-  Community Business
-  Central Business District
-  Public and Quasi-Public
-  PUB-FED
-  Open Space and Parks
-  ROW



Cheyenne/Laramie County GIS Cooperative Program

ZONING LEGEND

- Zoning Districts**
- 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)



Laramie County, Wyoming



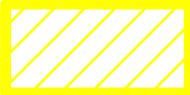
Greenwood Subdivision

Sub Permit & Plat

PZ-19-00002

Zoning Map

SUBJECT PROPERTY

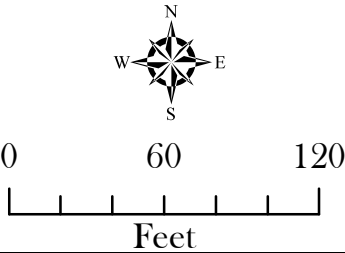


LEGEND

Streets
Classification

- Interstate
- Arterial
- Collector
- Local
- Platted, Not Built
- Private

Printed on Feb 4, 2019



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Steil Surveying Services

Professional Land Surveyors & Development Specialists

December 26, 2018

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

InRe: Request for waiver of the Preliminary Development Plan (PDP), Traffic Study, Drainage Report & GESC requirements for a Final Plat, to be known as GREENWOOD SUBDIVISION, a replat of All of Lot 1, Block 1, Busing Addition, Laramie County, WY (±47,309 SqFt)

Steil Surveying Services, agent for the owner Garrett Investments, LLC, intends to plat the above-noted property into eleven (11) residential lots: one (1) 6,508 SqFt single-family lot to encompass the existing residential use on the parcel and ten (10) duplex lots. Following the pre-application meeting, this letter is submitted, on behalf of the owner, requesting a waiver from the requirements for a PDP, Traffic Study, Drainage Report, and GESC Permit pursuant to Sections 2-1-100.b, 3-1-105, 3-5-105, and 3-2-102 of the Laramie County Land Use Regulations. As this land is within 1-mile of the corporate limits of the City of Cheyenne, the plat is being submitted to the Governing Body of the City of Cheyenne for approval pursuant to W.S.34-12-103 and City Transportation and Drainage Worksheets are attached to this letter.

This development is an infill project near the Allison Draw flood control project, however no portion of the proposed subdivision falls within a FEMA 100-year Special Flood Hazard Area per F.I.R.M PANEL No. 56021C1111F; dated January 17, 2007 and LOMR 12-08-0028P, effective date April 8, 2013. Given the mitigative effect of the Allison Draw flood control, the lack of existing drainage/flood problems in the area, the minimal scope of the development and the requirement for Civil Construction plans for improvements to existing adjacent rights-of-way and road extension, there does not appear to be a need for a detailed drainage study.

Preliminary traffic generation numbers provided on the City Preliminary Plat are for an 11-lot residential subdivision; traffic generation numbers for the proposed development are as follows:

TRAFFIC AND TRIP GENERATION BY USE			
SINGLE-FAMILY RURAL RESIDENTIAL			
AVERAGE DAILY TRIPS			
Existing use	1 Unit x 6 ADT	=	6
Proposed additional	10 Units x 6 ADT	=	60
TOTAL		66 AVERAGE DAILY TRIPS (ADT)	
A.M./P.M. PEAK-HOUR TRIPS			
Existing platted lots	1 Units x 1.6/Unit	=	1.6
Proposed additional	10 Units x 1.6/Unit	=	16
TOTAL		16.6 PEAK HOUR TRIPS	

The existing lot was platted in 1956 with frontages on all four sides: W. Prosser Road to the north, Greenwood Place to the east, Westview Drive to the south and a 16' Alley on the west (un-built). As the alley (adjacent to the parcel and the southerly extension adjacent to Block 3) was never constructed and as the property to the west was developed in 2015 as a 28-unit multi-family "townhome", the alley as platted is obsolete; the plat proposes to vacate the platted alley, returning the property to the owner, successor in title of the original dedicator.

Given these preliminary plans and analyses, prior reviews and approvals, limited surface runoff increases, and/or potential of significant traffic generation, or alternative transportation network connections, we respectfully submit this waiver request on behalf of the owner.

Please contact us with any questions or concerns.

Sincerely,

LARAMIE
COUNTY



DEVELOPMENT SERVICES – DRAINAGE WORKSHEET

Land development increases the ratio of impermeable to permeable surface area of a site due to an increase in surfaces such as roofs, driveways and parking areas. Therefore, disposal of surface water becomes increasingly important. As a result, drainage studies are a requirement on almost every development project in the City of Cheyenne. The primary responsibility for the planning, design and construction of drainage improvements shall be vested in the person or party who is developing the land.

Project Name: Greenwood Subdivision (county) Applicant: Casey Palma - Steil Surveying Services
Date: 12/26/2018 Title: Director of Planning Services
Address: 1102 W. 19th Street, 82001 Phone #: 307-637-4243
Fax #: 307-634-8360 E-mail: CPalma@SteilSurvey.com

Project Description:

Eleven (11) residential lots: one (1) 6,508 SqFt single-family lot to encompass the existing residential use on the parcel and ten (10) duplex lots

Property Address: 417 W. Prosser Road

Legal Description (Lot, Block, Subdivision):

Lot 1, Block 1, Busing Addition, Laramie County, Wyoming

For new developments of 20,000 square feet or larger in total site area, the applicant shall submit – along with the site plan - a detailed drainage study to the City Engineer for approval prior to the issuance of a Certificate of Review. Refer to *Stormwater Management Manual 1985* and Appendix H of the *Unified Development Code* for drainage study requirements.

LARAMIE
COUNTY

JAN -4 2019

PLANNING & DEVELOPMENT
OFFICE

For All Developments:

Provide the following information, to the best of your knowledge, for all projects:

- 1.) Has a previous drainage study been prepared for this site? Yes ☐ No ☒

If yes, provide date of study: _____

- 2.) What is the square footage of the total site area? 47,309

- 3.) What is the square footage of the site area to be disturbed? 47,309

- 4.) Is property located in a Special Flood Hazard Area? Yes ☐ No ☒

if yes, Chapter 13.24 of the Cheyenne City Code will apply to any development/redevelopment.

◦ ENGINEERING DEPARTMENT ◦

2101 O'Neil Avenue, Suite 206, Cheyenne, WY 82001 ◦ (Phone) 307-638-4315 ◦ (Fax) 307-637-6256



DEVELOPMENT SERVICES – DRAINAGE WORKSHEET

The City Engineer may waive the requirements for drainage study or runoff information upon determination of the following:

- 1.) Are there potential drainage problems at the site? Yes _____ No ☒ Explain:

This development is an infill project near the Allison Draw flood control project, however no portion of the proposed subdivision falls within a FEMA 100-year Special Flood Hazard Area per F.I.R.M PANEL No. 56021C1111F; dated January 17, 2007 and LOMR 12-08-0028P, effective date April 8, 2013. Given the mitigative effect of the Allison Draw flood control, the lack of existing drainage/flood problems in the area, the minimal scope of the development and the requirement for Civil Construction plans for improvements to existing adjacent rights-of-way and road extension, there does not appear to be a need for a detailed drainage study.

- 2.) Will the project result in an increase in the impermeable surface on the site?

Yes ☒ No _____

- 3.) Total pre-development impervious surface ±1.5%

- 4.) Total post-development impervious surface ±38%

Will the development create drainage problems in the area? Yes _____ No ☒ Explain:

This development is an infill project near the Allison Draw flood control project, however no portion of the proposed subdivision falls within a FEMA 100-year Special Flood Hazard Area per F.I.R.M PANEL No. 56021C1111F; dated January 17, 2007 and LOMR 12-08-0028P, effective date April 8, 2013. Given the mitigative effect of the Allison Draw flood control, the lack of existing drainage/flood problems in the area, the minimal scope of the development and the requirement for Civil Construction plans for improvements to existing adjacent rights-of-way and road extension, there does not appear to be a need for a detailed drainage study.

City Use Only - below this line

Detailed Drainage Study is required: _____

By: _____ Date: _____

Runoff Calculations are required: _____

By: _____ Date: _____

Drainage Study/Runoff Calculations are waived: _____

By: _____ Date: _____

APPENDIX C – TRANSPORTATION WORKSHEET

The following transportation Worksheet shall be filled out in association with Sections 3.1.1 and 3.1.2 of this Code.

Project Name: Greenwood Subdivision (county) By: Casey Palma

Date: 12/26/2018 Title: Dir. Planning Services

Property Address or Legal Description (lot, block, subdivision): Address: 417 W. Prosser Road
Lot 1, Block 1, Busing Addition, Laramie County, Wyoming

Phone: 307-634-7273

Fax: _____

Existing Zoning: MR - Medium-Density Residential (county)

E-mail: CPalma@SteilSurvey.com

Developer: TBD

**LARAMIE
COUNTY**

JAN - 4 2019

**PLANNING & DEVELOPMENT
OFFICE**

Part One: All Developments

Provide the following information, to the best of your knowledge, for all projects:

1. Has a previous Transportation Impact Study (TIS) been prepared for the site? Yes ☐ No ☒
2. Are there proposed street intersections included with this development? Yes ☐ No ☒
3. Are there existing intersections affected by the development action(s)? Yes ☒ No ☐
 If yes, which? Westview Drive & Karen Place
4. What is the proposed year of build-out? 2019
5. Will the project be phased? Yes ☐ No ☒
 If yes, what is the proposed phasing plan? _____
6. Are there other proposed developments in the study area? NO
7. Are there other committed roadway improvements in the area? NO
8. Are there proposed roadway improvements to be provided by the Applicant with this project? NO
9. Are there bicycle and pedestrian attractions near the development? (Existing or imminent within 1320' of the site. This distance may be increased up to 1.5 miles for residential projects near existing or proposed school sites.)
 Yes ☐ No ☒

Part Three: Residential Development

Fill out the table below and indicate in the table the number of dwelling units or access changes proposed for the type(s) of residential development included in your development. If the number of dwelling units and changes in access are less than the thresholds established above and if peak hour and/or daily traffic counts demonstrate that the existing traffic plus the site generated traffic volumes are within the limits set by City policy, you (the applicant) may request a waiver from the TIS requirement by signing your name below. Provide the following information, to the best of your knowledge, for all residential projects:

NUMBER	RESIDENTIAL DEVELOPMENT TYPE
0	Single-family detached/dwelling units
10	Multi-family dwelling units in duplex, tri-plex, or four-plex structures
	Multi-family dwelling units in structures containing five or more units
no	Access changes onto a collector or arterial roadway

Signature: 

Date: 12/26/2018

Transportation Impact Study Required: _____	Transportation Impact Assessment Required: _____	TIS Waived: _____
By: _____		Date: _____

LARAMIE
COUNTY
JAN -4 2019
PLANNING & DEVELOPMENT
OFFICE

Environment & Services Impact Report

for

Greenwood Subdivision

A replat of All of Lot 1, Block 1,
Busing Addition, Laramie County, WY

Prepared by:



**Steil
Surveying
Services**

Professional Land Surveyors & Development Specialists

1102 W 19th Street, Cheyenne, WY 82001

www.SteilSurvey.com

A. GENERAL DESCRIPTION

LOCATION: The proposed twinhome residential subdivision comprises all of Lot 1, Block 1, Busing Addition, Laramie County, WY., containing approximately 47,309 square feet. The property is south of and adjacent to Prosser Road $\pm 1/4$ -mile east of Walterscheid Boulevard, and $\pm 1/4$ -mile west of South Greeley Highway (I-180). The current lot is bounded by public right-of-way on four sides; the unbuilt alley along the west boundary is vacated by the proposed plat. The site is bordered to the south by seven single-family residential properties and Allison Draw flood control project, to the West by a 48-unit multi-family residential project, to the west by a ± 2.5 -acre single-family residential property (& Allison Draw beyond), and to the north, across Prosser Road by three residential properties (averaging approximately 1-acre each).

PROJECT: The project proposes eleven single-family residential lots; ten of which are in a duplex/twinhome configuration, with the eleventh lot (Lot 6 on proposed plat) being reserved to encompass the existing single-family residential use.

EXISTING FEATURES: The site is typical quasi-urban infill and contains unmaintained vegetation and ground cover with some mature trees. The existing garage is located on proposed Lot 7 and will likely be demolished. Generally, the property slopes from west to east. Elevation benchmarks and elevation extremes are identified on the *Preliminary Development Plan (PDP) and Land Analysis Map*. No significant historic structures, cultural features, threatened or endangered wildlife, or noxious or endangered plant life; has been identified on or near the property. There are no known hazardous materials or uses on or near the property; nor is there any record or evidence that there has historically been any of the same.

PROPOSED CHANGES TO SITE: The scope of rural single-family development proposed with this project does not significantly alter the natural landscape or create significant pollution or hazard to the human or natural environment.

B. UTILITIES AND BASIC SERVICES

STORMWATER MANAGEMENT: Industry-standard best practices will be utilized during construction. No portion of the proposed subdivision falls within a FEMA 100-year Special Flood Hazard Area per F.I.R.M panel No. 56021c1111f; dated January 17, 2007 And LOMR 12-08-0028p, Effective Date April 8, 2013.

More detailed analysis will be provided with civil improvement documents. Please see attached *Request for waiver of the Preliminary Drainage Plan and Preliminary Traffic Study* dated December 26, 2018.

WATER AND SEWER SERVICES: There is an existing residence on the property to be platted as Lot 6 which currently uses public water & sewer infrastructure. The project will be served by public water and sewer networks via the South Cheyenne Water & Sewer District.

TRANSPORTATION: Preliminary Traffic Generation estimates show insufficient trips to require detailed study and will access existing constructed roadways. Preliminary Trip Generation numbers are provided on the PDP/Land Analysis Map as follows:

TRAFFIC AND TRIP GENERATION BY USE			
SINGLE-FAMILY RURAL RESIDENTIAL			
AVERAGE DAILY TRIPS			
Existing use	1 Unit x 6 ADT	=	6
Proposed additional	10 Units x 6 ADT	=	60
TOTAL		66 AVERAGE DAILY TRIPS (ADT)	
A.M./P.M. PEAK-HOUR TRIPS			
Existing platted lots	1 Units x 1.6/Unit	=	1.6
Proposed additional	10 Units x 1.6/Unit	=	16
TOTAL		16.6 PEAK HOUR TRIPS	

ENERGY AND UTILITIES SERVICES: Electric and Gas Services will be provided by Cheyenne Light, Fuel & Power from existing adjacent overhead power and underground gas lines. Developer will coordinate with utilities provider(s) to determine the preferred alignment(s) and scope of new mains and primary service lines. Utilities will primarily be extended/provided through the new rights-of-way or easements as shown on the plat and will be specifically detailed in the civil improvement plans.

BASIC SERVICES:

Access to basic services are summarized as follows:

CRITICAL HEALTH CARE:

Stitches Acute Care - 1919 Central Ave (2.5 miles)

SCHOOLS:

Cole Elementary School - 615 W 9th St (1.7 miles)

Johnson Junior High School - 1236 W Allison Rd (1.2 miles)

South High School - 1213 W Allison Rd (1.1 miles)

FIRE PROTECTION:

Fire District #1, Laramie County Fire District - 207 E Allison Rd (0.6 miles)

PARK:

Big Sky Park - S Parsley Blvd (1.9 miles)

David R. Romero South Cheyenne Community Park - 1317 Parsley Blvd (2.4 miles)

Holliday Park - 19th & Morrie Ave (3.1 miles)

GREEWAY ACCESS:

(@ ±133 W Prosser Rd) (±480 feet)

PUBLIC SERVICES: There is currently no significant local criminal presence or high crime incidence in the area and there is no reason to anticipate any change with regards to crime with this development. The area is under the jurisdiction of the Laramie County Sherriff's Office and current forces should be sufficient to meet any increased demand.

Regarding fire protection and prevention, the area is currently served by Laramie County Fire District #1 - this development will not create an excessive additional demand on existing fire protection services.

C. SUMMARY

In conclusion, this Environment and Services Impact Report provides sufficient base data to conclude that this project will not contribute to any significant level of negative impact on the area and that several benefits will be realized for the stakeholders, agencies, rural county landowners and the public at-large.



**Steil
Surveying
Services**

Professional Land Surveyors & Development Specialists

February 13, 2019

TO: Seth Lloyd, Staff Planner II, City of Cheyenne Development Office

InRe: WITHDRAWAL of Final Plat application (expedited Preliminary/Final) for Greenwood Subdivision, County Plat (UDC-19-00005)

Dear Mr. Lloyd,

On January 4, 2019, Steil Surveying Services, agent for the owner Garrett Investments, LLC submitted an application for a final plat to the Laramie County Planning & Development Office. The land being re-platted falls within 1-mile of the corporate limit of the City of Cheyenne, and pursuant to W.S.§34-12-103 [Effective January 1, 2019], the plat was not required to be submitted to the Governing Body of the City of Cheyenne;

HOWEVER, due to the adopted statutory provision W.S.§34-12-103**(b)** (*The board shall consider the city or town's comments that are received by the board at least twenty (20) business days prior to the scheduled final consideration of the plat proposal*), and the fact that the City did not have a delegatory mechanism in place to facilitate this level of expediency in "Governing Body" review & comment, both the agent and the applicant/owner thought it important to formally submit the application to the City to allow for the statutory provisions to be met.

The delegation of review authority was approved on Monday, February 11, allowing the City's official comments and recommendations to be received by the County Commissioners in regards to the application before the 20-day deadline and as such, this letter is hereby submitted **formally requesting that the application to replat Lot 1, Block 1, Busing Addition, Laramie County, Wyoming be withdrawn from consideration.**

We acknowledge that any application or other fees paid to-date in facilitation of the above-described review are forfeited by this request.

Please contact me with any questions or concerns.

Thank you,

Casey L. Palma, AICP
Steil Surveying Services, LLC
CPalma@SteilSurvey.com

cc (email): Owner, Garrett Investments, LLC
Brad Emmons, Bryan Nicholas / Laramie County Planning & Development Office
Kris Jones, Alessandra McCoy Fakelman / City of Cheyenne
Charles Bloom, Planning & Development Director / City of Cheyenne

Cheyenne MPO: Nancy Olson COMMENTS ATTACHED 01/17/2019

1. West Prosser Rd.'s functional classification is minor collector. Access spacing per the 2019 Laramie County Land Use Regulations (LCLUR) (3-5-107, c., 3. iii, B.) is 150 ft.
2. LCLUR 2019 3-5-107, c., 3. iii, D calls for joint access. It is recommended following this if access spacing is not followed per comment #1 above.

County Assessor: Clarice Blanton COMMENTS ATTACHED 01/15/2019

There are existing improvements on the property which appear to be on proposed Lots 6 and 7.

County Engineer: Scott Larson COMMENTS ATTACHED 01/21/2019*Engineer Review*

1. I concur with the request for waivers of a detailed Traffic Study and Drainage Study based on the information provided.
2. On the Plat Drawing, all of the dates (i.e. year) shown for all signatures show the year 2018. They all should be changed to 2019.

Surveyor Review

1. The ACKNOWLEDGEMENT serves as required documentation to be attached to or reference the DEDICATION and therefore should be placed as near as possible to the DEDICATION. A little rearrangement of the LEGEND and North Arrow would make this possible.
2. In the 3rd line of the ACKNOWLEDGEMENT, "THEIR" should be "HIS".
3. The LEGEND symbols are very difficult to distinguish on the map of the subdivision, making them slightly larger would probably help.
4. There are 5 corner monument symbols in the LEGEND, but there are only 4 types of monuments described.
5. The VICINITY MAP is very small and it is very difficult to read the street names. The SITE arrow barely shows up on the scan provided for review.
6. It would be beneficial to add the Section, Township and Range data, which is required to be shown in the Title Block, to the VICINITY MAP, with enough detail to indicate the location of the subdivision within the Section.

County Public Works Department: David Bumann COMMENTS ATTACHED 01/28/2019

W. Prosser road acts as a local street as it does not meet the traffic volumes to be considered a collector at this time.

Fire District No. 1: Darrick Mittlestadt COMMENTS ATTACHED 01/16/2019

2018 IFC

Chapter 5

Section 503, Fire Apparatus Access roads, all

Section 505, Premises ID, all

Section 507, Fire Protection hydrant locations

South Cheyenne Water & Sewer: Dena Hansen COMMENTS ATTACHED 01/24/2019
Please contact office for fee schedules and development modeling.

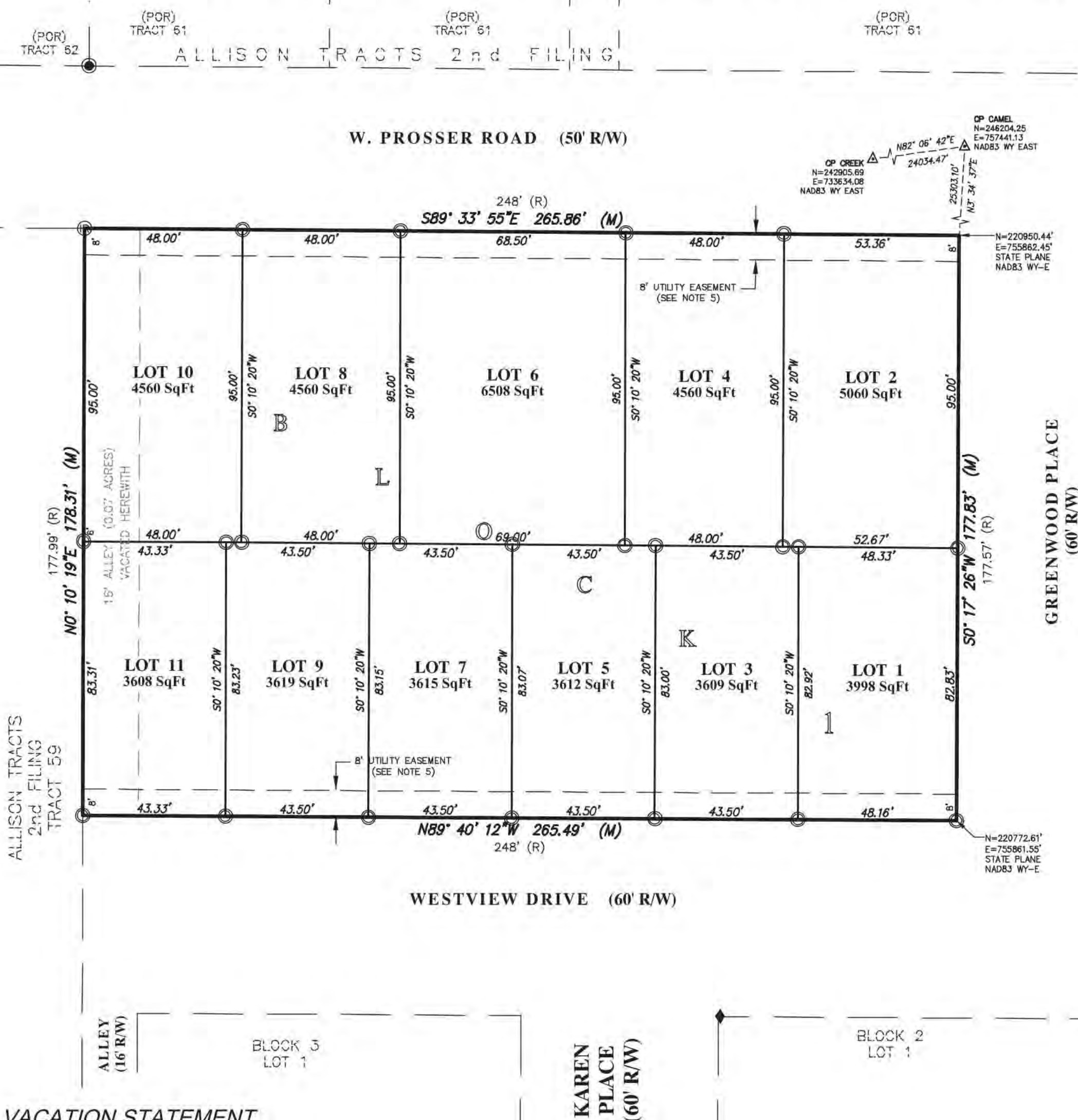
Planners: COMMENTS ATTACHED 01/31/19

1. The FEMA 500-year floodplain appears to cover most (if not all) of proposed Lot 1, and portions of proposed Lots 2 and 3.
2. Clerical corrections on the plat, per County Engineer/Surveyor comments, shall be addressed prior to the Board public hearing scheduled for March 5, 2019.
3. The City approval signature block on the plat shall be removed.

Agencies responding with No Comment: Black Hills Energy, Building Dept.

Agencies not responding: County Real Estate Office, County Treasurer, County Conservation District, Laramie County School District No. 1, US Post Office, Combined Communications Center, Emergency Management, Sheriff's Office, South Cheyenne Community Development, Charter Cable Services, Cheyenne Development Services, Cheyenne Urban Planning Office.

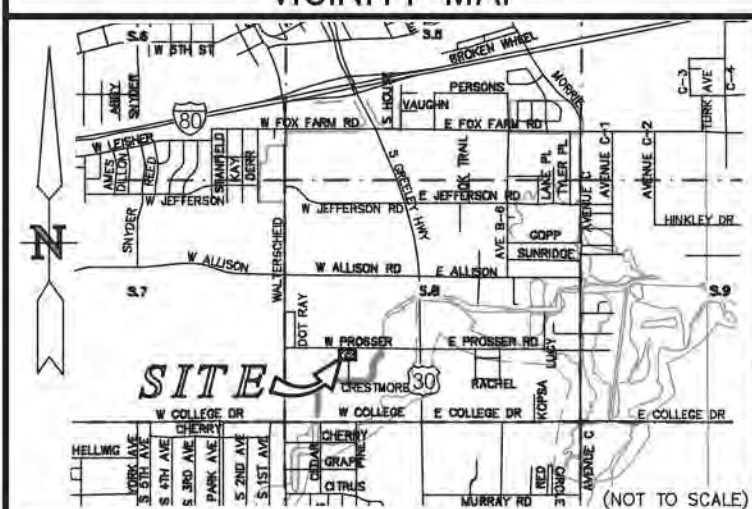
DOMESTIC WATER & SANITARY SEWER PROVIDED BY SOUTH CHEYENNE WATER & SEWER DISTRICT FIRE PROTECTION TO BE PROVIDED BY FIRE DISTRICT #1
THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE



VACATION STATEMENT

IT IS THE INTENT OF THIS REPLAT TO VACATE ALL OF LOT 1, BLOCK 1, BUSING ADDITION, INCLUDING ALL LOT LINES AND EASEMENTS OF RECORD; AND ALONG WITH THAT ADJACENT 16' ALLEY R/W, LARAMIE COUNTY, WYOMING.

VICINITY MAP



NOTES

1. BASIS OF BEARINGS - WYOMING STATE PLANE COORDINATES, EAST ZONE - NAD83-2011. US SURVEY FEET, DISTANCES ARE GRID DISTANCES. ELEVATIONS: NAVD88, BENCHMARK C-90. SITE COMBINATION FACTOR = 0.9996637913
2. ALL UNMONUMENTED TRACT CORNERS, ANGLE POINTS AND CURVE POINTS TO BE MONUMENTED WITH 1/2" ALUMINUM CAP STAMPED "SSS PLS 5910" ON 5/8" x 24" REBAR.
3. NO PORTION OF THE PROPOSED SUBDIVISION FALLS WITHIN A FEMA 100-YEAR SPECIAL FLOOD HAZARD AREA PER F.I.R.M. PANEL NO 56021C1111F; DATED JANUARY 17, 2007 AND LOMR 12-08-0028P, EFFECTIVE DATE APRIL 8, 2013.
4. DOMESTIC WATER AND SANITARY SEWER SERVICES TO BE PROVIDED BY SOUTH CHEYENNE WATER AND SEWER DISTRICT (SCWSD).
5. "B" UTILITY EASEMENT TO CLF&P" GRANTED TO CHEYENNE LIGHT FUEL & POWER, THEIR LEGAL SUCCESSORS AND/OR ASSIGNS FOR THE PURPOSE OF LOCAL UTILITY(IES) SERVICE LINES.

FILING RECORD

DEDICATION

KNOW ALL PERSONS BY THESE PRESENTS THAT: GARRETT Investment, LLC, owners in fee simple of All of Lot 1, Block 1, Busing Addition, City of Cheyenne, Laramie County, Wyoming;

Has caused the same, along with that adjacent 16' alley R/W, to be surveyed, vacated and re-platted to be known as GREENWOOD SUBDIVISION, and do hereby declare the subdivision of said land as it appears on this plat, to be their free act and deed in accordance with their desires.

The undersigned, their legal successors and/or assigns, do hereby further acknowledge that this final plat is being submitted to the Governing Body of the City of Cheyenne for approval pursuant to W.S. 34-12-103 and do furthermore acknowledge that W.S. 34-12-106, W.S. 34-12-108 & W.S. 24-3-101(a) may apply to the lands contained within the boundaries of this plat.

and furthermore, by appropriate signature(s) affixed hereon, does hereby grant the easements as shown and described to the specified grantee(s).

by: Robert Geringer as Managing Member of Windmill Associates, LLC,
Managing Member of Garrett Investments, LLC

ACKNOWLEDGEMENT

STATE OF WYOMING)
COUNTY OF LARAMIE) SS

Before me, a Notary Public in and for the state and county aforesaid, the foregoing instrument was executed by Robert Geringer as Managing Member for Windmill Associates, LLC, Managing Member for Garrett Investment, LLC for the purposes therein contained, by signing his name as such officer.

Witness my hand and official seal this _____ day of _____, 2019.

Notary Public, Laramie County, Wyoming

My Commission Expires: _____

LEGEND

- SET 1/2" ALUMINUM CAP STAMPED "SSS PLS 5910" ON 5/8" x 24" REBAR
- FOUND 1/2" ALUMINUM CAP STAMPED "LS 9063"
- FOUND SURVEY SPIKE
- FOUND 5/8" REBAR

CERTIFICATE OF SURVEYOR

I, Jeffrey B. Jones, A Licensed Professional Land Surveyor in the State of Wyoming, for and on behalf of Steil Surveying Services, LLC, hereby state, to the best of my knowledge, information and belief, that this map was prepared from field notes taken during an actual survey made by me or under my direct supervision; and that this map correctly shows the results of said survey and that the monuments found or set are as shown.

APPROVALS

Approved by the Laramie County Planning Commission this _____ day of _____, 2019.

Chairman

Approved by the Board of Commissioners of Laramie County, Wyoming this _____ day of _____, 2019.

Chairman

ATTEST: County Clerk

REVISED: 2/19/2019

BUSING\18301 L1B1 BUSING REPLAT.dwg

GREENWOOD SUBDIVISION

A REPLAT OF ALL OF LOT 1, BLOCK 1, BUSING ADDITION AND A PORTION OF THAT ADJACENT 16' ALLEY R/W SITUATED IN THE SW1/4 OF SECTION 8, T.13N, R.66W., 6TH P.M. LARAMIE COUNTY, WYOMING

PREPARED DECEMBER 2018

STEIL SURVEYING SERVICES, LLC
PROFESSIONAL LAND SURVEYORS
PLANNING & DEVELOPMENT SPECIALISTS

1102 WEST 19th ST. CHEYENNE, WY. 82001 (307) 634-7273
756 GILCHRIST ST. WHEATLAND, WY. 82201 (307) 322-9789
www.SteilSurvey.com info@SteilSurvey.com

RESOLUTION NO. _____

**A RESOLUTION TO APPROVE A SUBDIVISION PERMIT AND PLAT FOR
GREENWOOD SUBDIVISION, A REPLAT OF LOT 1, BLOCK 1, BUSING ADDITION,
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 application is in conformance with the MR – Medium Density Residential zone district; and

WHEREAS, this resolution is the subdivision permit for Greenwood 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 section 4-2-104 governing the MR – Medium Density Residential zone district.

And the Board approves the Subdivision Permit and Plat for Greenwood Subdivision.

PRESENTED, READ AND ADOPTED THIS _____ DAY OF

_____, 2019.


LARAMIE COUNTY BOARD OF COMMISSIONERS

Linda Heath, Chairman

ATTEST:

Debra K. Lee, Laramie County Clerk

Reviewed and approved as to form:



Mark T. Voss, Laramie County Attorney