



LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

Planning • Building

MEMORANDUM

TO: Laramie County Board of Commissioners

FROM: Bryan Nicholas, Associate Planner

DATE: October 15th, 2019

TITLE: PUBIC HEARING regarding a Subdivision Permit and Plat for Saddleback Acres, 2nd Filing, a re-plat of Lot 1, Saddleback Acres, Laramie County, WY.

EXECUTIVE SUMMARY

Western Research and Development, on behalf of Steve and Karla McGlothlin of 13180 East Four Mile Road, has submitted a Subdivision Permit and Plat application for Saddleback Acres, 2nd Filing, located northwest of East Four Mile Road and Road 215. The application has been submitted for the purpose of re-platting Lot 1, Saddleback Acres into two residential lots.

BACKGROUND

An existing residence and associated structures are located in the northwest portion of the current Lot 1. Based on the Project Narrative submitted by the Applicant, the owners intend to keep the existing residence and sell Lot 2. Surrounding properties consists of rural-residential and agricultural properties of varying acreages. Currently there are three accesses off County Road 215, with Lot 1 keeping the two northern accesses, and Lot 2 using the southernmost access.

Pertinent Regulations

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

DISCUSSION

The Laramie County Comprehensive Plan designates the area as Rural Ag Interface (RAI). Within this designation, residential uses are preferable, with service-orientated commercial and retail uses being generally limited to major intersections. Examples of such uses includes gas stations, repair shops, lodging, and restaurants. If existing residential uses exist, buffering may be appropriate. All development is encouraged to be located near existing public roads. The RAI designation also states that when development applications are submitted, proximity to community and emergency services should be evaluated. Additionally, important for consideration is existing topography, reliable water resources and availability, public lands access, cultural resource preservation, and connectivity.

Neither PlanCheyenne or the Zoned Boundary reach this subject property, and therefore have no regulatory or developmental governance. Under the Section 2-1-103(c)(i), "Lot size shall be determined by the requirements of the applicable zone district, where zoning exists, or by the density designations found in the AMEC Memo and within Zones 2 and 4 to be 5.25 acres gross,..". Based on the Plat, the proposed lots meet this requirement. Due to the density of the plat, it is exempt from a Department of Environmental Quality Chapter 23 Review per Section 2-1-101(c)(v) and Wyoming State Statute 18-5-306.

The applicant has requested waivers of the traffic and drainage studies, which the County Engineer has concurred with. Through the County agency review, comments were received pertaining to clerical issues on the plat and requirements of small wastewater systems.

The Planning Commission held a public hearing for this project on September 26th, in which the Planning Staff recommended approval with the condition that the Applicant submit a revised Plat to the Planning Staff addressing agency comments prior to this public hearing. A revised Plat was received on September 24th. The Plat was reviewed by the County Agencies, and additional comments have been provided to the applicant, a copy of which is attached.

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

Staff finds this application is in conformance with the plans and policies of Laramie County. The attached resolution 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.

and that the Board approve the Subdivision Permit and Plat for Saddleback Acres, 2nd Filing with the following condition:

1. The revised Plat shall address the remaining comments of the Laramie County Real Estate and County Engineer Offices prior to recordation.

PROPOSED MOTION

I move to approve the Subdivision Permit and Plat for Saddleback Acres, 2nd Filing with condition 1, and adopt the findings of fact a of the staff report.

ATTACHMENTS

- Attachment 1: Location Map**
- Attachment 2: Aerial Map**
- Attachment 3: Comprehensive Plan Map**
- Attachment 4: Applicant Project Narrative**
- Attachment 5: Applicant Traffic/Drainage Study Waiver Request**
- Attachment 6: Agency Comments Report**
- Attachment 7: Plat – September 24th, 2019**
- Attachment 8: Resolution**

Laramie County, Wyoming



Saddleback Acres
2nd Filing

Subdivision Permit
&
Plat

PZ-19-00235

Location Map

LEGEND

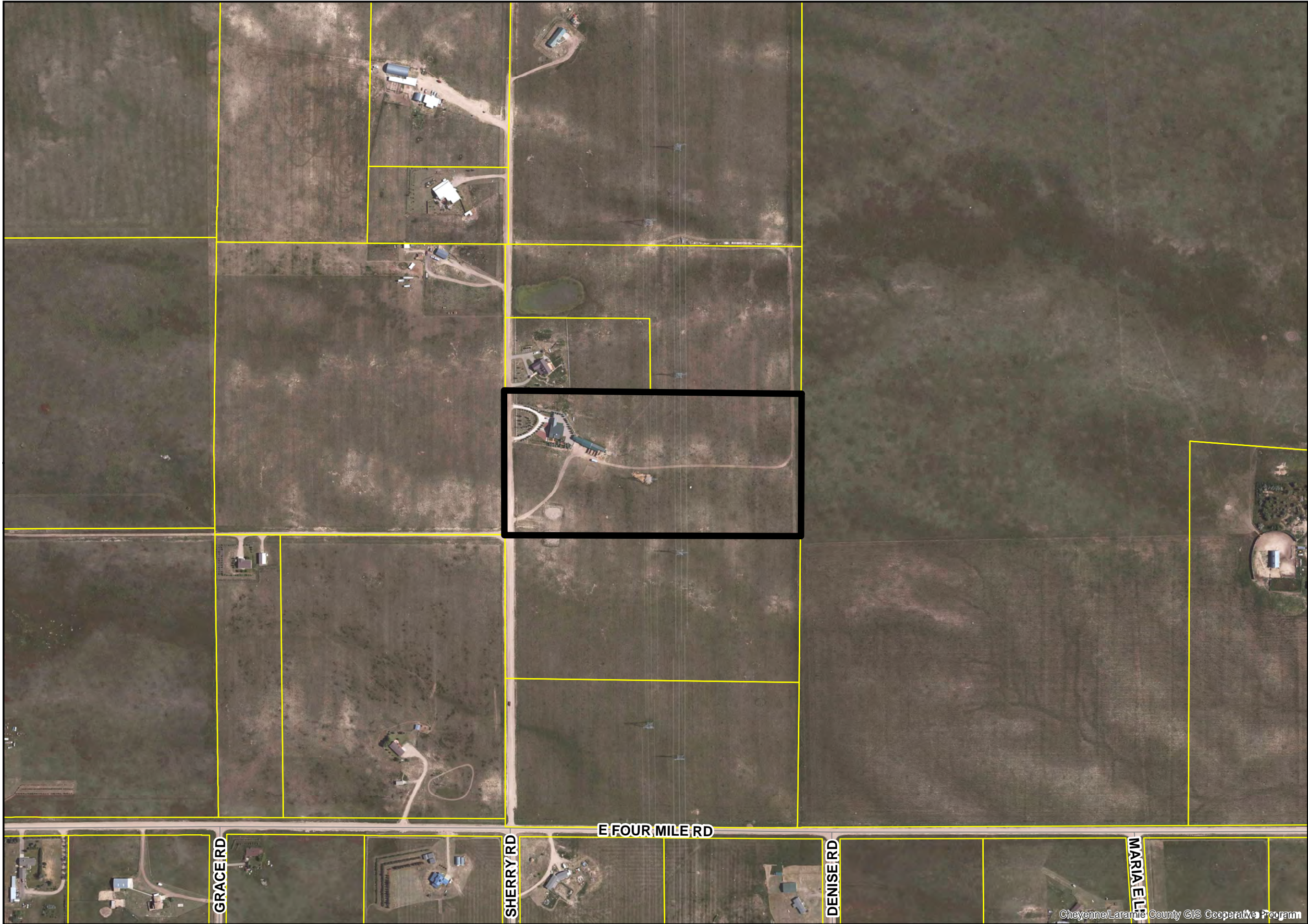
 Property Lines

 Subject Property

Printed on August 20th, 2019



0 345 690
Feet



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Laramie County, Wyoming



Saddleback Acres
2nd Filing

Subdivision Permit
&
Plat

PZ-19-00235

Aerial Map

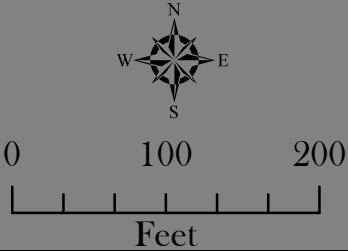
LEGEND

 Property Lines

 Addresses

 Subject Property

Printed on August 20th, 2019



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Laramie County, Wyoming



Saddleback Acres
2nd Filing

Subdivision Permit
&
Plat

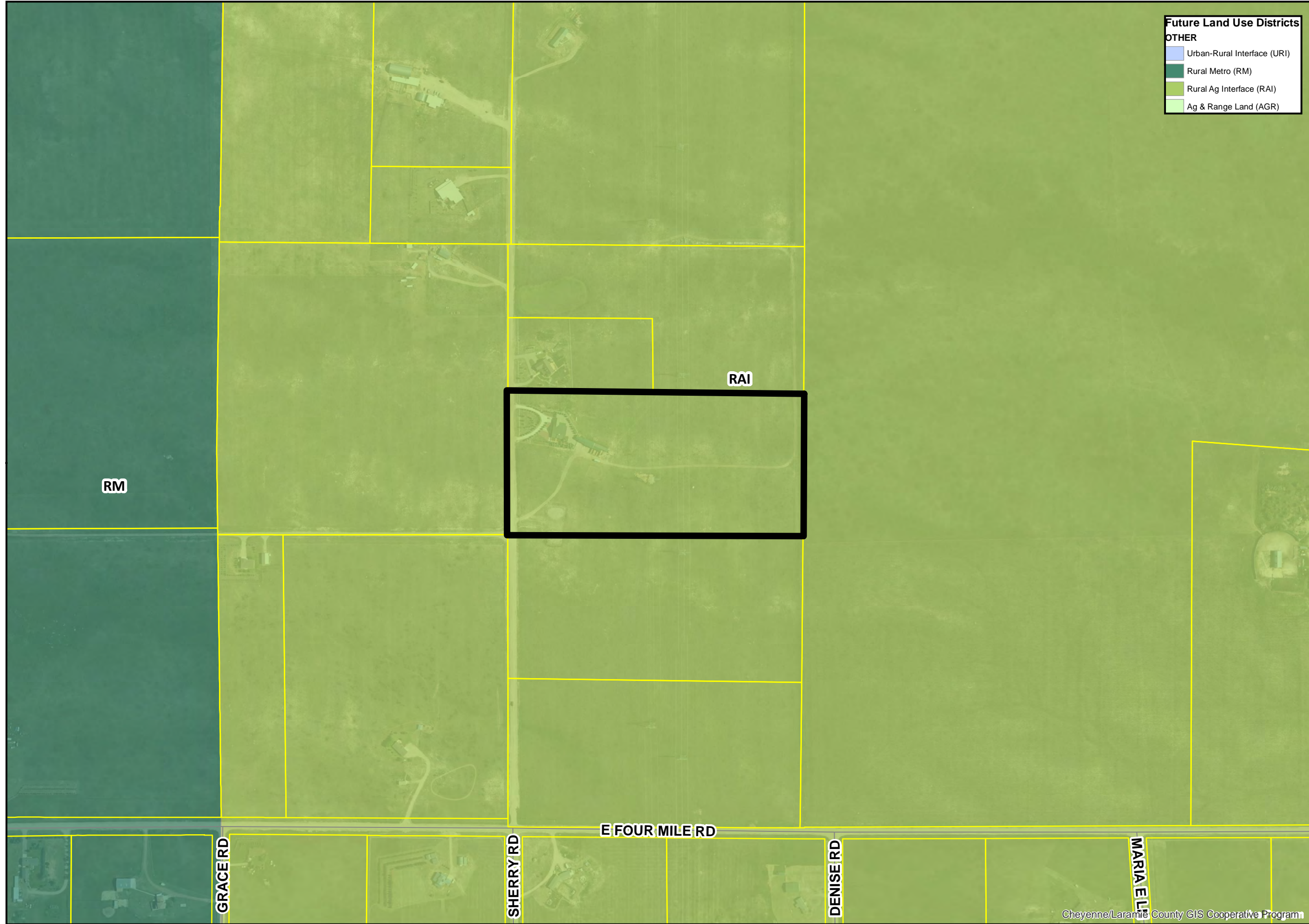
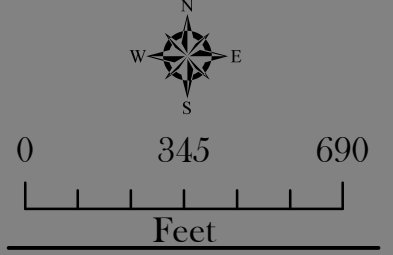
PZ-19-00235

Comprehensive Plan
Map

LEGEND

- Property Lines
- Subject Property

Printed on August 20th, 2019



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Western

Civil Engineers

Research & Development, Ltd.

Land Surveyors

August 9, 2019

Re: **Project Narrative Letter**

**LARAMIE
COUNTY**

AUG 09 2019

**PLANNING & DEVELOPMENT
OFFICE**

To Whom It May Concern,

The property located below is:

Lot 1 SADDLEBACK ACRES, A PORTION OF THE NORTHEAST QUARTER
OF THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 14 NORTH,
RANGE 65 WEST, 6TH PRINCIPAL MERIDIAN, LARAMIE COUNTY, WYOMING.

The Owners of the above property are Steve and Annie McGlothlin

Total acreage of this parcel is 15.0 acres

The parcel will be divided into 1 Lot of 5.3 acres with the Owner retaining the remainder
of lot 1 and Lot 2 will be put up for sale.

This Project Narrative is to describe what the Scope will be for the above property.



Western

Civil Engineers

Research & Development, Ltd.

Land Surveyors

**LARAMIE
COUNTY**

AUG 09 2019

**PLANNING & DEVELOPMENT
OFFICE**

August 9, 2019

Attn: **Laramie County Engineer**

RE: **Waiver Request for Traffic Study and Drainage Study for Buckskin Acres**

To Whom It May Concern;

We are requesting for a Waiver for the Drainage Study and the Traffic Study for the above Subdivision. The Subdivision will create only one lot which will not create to much more Traffic and the Drainage will be addressed on the lot at the time when the lot is developed.

Sincerely,

Terry D. Sanders

Terry D. Sanders, PLS

Survey Manager

tsanders@ wrd-ltd.com

County Real Estate Office: Laura Pate COMMENTS ATTACHED 08/27/2019

In the notary acknowledgement the McGlothlin's names need to be printed in after the "BY"

County Engineer: Scott Larson COMMENTS ATTACHED 09/03/2019

Engineer Review

1. I concur with the request for a waiver of a detailed Drainage Study and Traffic Study given the fact this development will have negligible impact on both.
2. The plat drawing shows a 125' wide easement running north and south through the platted area that is not identified.
3. There needs to be a signature line above where it states "Planning Commission Chairman, Laramie County, Wyoming.
4. In the Title Block, it states "...A PROTION..." which should read "...A PORTION...".
5. In the Legal Description, it states "...Monumented by a rebar with aluminum cap LS# 4295...". However, on the drawing, it is labeled as LS# 4259.

Surveyor Review

1. The CERTIFICATE OF SURVEYOR part of the name of the subdivision should not be part of the TITLE BLOCK.
2. In the ACKNOWLEDGEMENT, "...before this..." should be "...before me this...".
3. In the LEGAL DESCRIPTION, the bearing of the second course is "S89°49'49"W", on the drawing this bearing is shown as "S89°49'49"E".
4. Should Lot 1 of SADDLEBACK ACRES be Vacated before, or at the same time as, it is being replatted as SADDLEBACK ACRES 2ND FILING?
5. Ownership of subdivision tract is described on the plat as "LOT 1, BUCKSKIN ACRES".
6. Is the West 40' EASEMENT FOR INGRESS, EGRESS AND UTILITIES, shown as part of Lots 1 and 2, to be part of Sherry Road? Is the total width 80'?
7. There are no boundary ties shown to locate beginning and ending points of the 125' wide and the 150' wide easements traversing north-south through the subdivision.
8. The Vicinity Map would be easier to read and it would be more useful to the 'lay public' if one were to add some information such as, at a minimum, the Section, Township and Range data with enough detail to indicate the location of the subdivision within the Section. It would also make the LEGAL DESCRIPTION easier to follow.

Environmental Health Department: Roy Kroeger COMMENTS ATTACHED

08/23/2019

Laramie Co Small Wastewater System Regulations

A copy of the signed final plat shall be submitted to this office prior to any application for a small wastewater system permit.

Lot/Tract 1 is already developed. Lot/Tract 2 shall complete a perc test and 10' deep site hole prior to application for any small wastewater system permit.

Wyoming Game & Fish: Meghan Lockwood COMMENTS ATTACHED 08/27/2019
See attached.

Planners: Bryan Nicholas COMMENTS ATTACHED 09/03/2019

1. This subdivision lies outside of the Zoned Boundary. The minimum lot area is within Zone 2 of the AMEC Recharge Zone Map. A minimum of 5.25 is required.
2. An 80' access easement connecting to E Four Mile Road, labeled "Sherry Road", is providing access to Lot 2. Any new access will have to be approved by and built to Laramie County Public Works standards.
3. Per State Statute 18-5-306(a)(iv)(D), the statement "NO PROPOSED CENTRAL WATER SYSTEM" shall be stated on the Plat.
4. Per State Statute 18-5-306(d) the statement "THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE" shall be shown on the Plat.
4. The legal description of the subdivision should be condensed to only reflect the portion of land that is being re-platted, being Lot 1 of Saddleback Acres, 1st Filing. The legal should not state "less than five acres", which implies that the five acres to the north owned by Tracy Ferguson is involved within the plat boundary. The land being platted is the S1/2 NE1/4 SW1/4, Section 10, T.14N., R.65W., of the 6th P.M., Laramie County, WY.

AGENCIES WITH NO COMMENTS:

County Assessor, County Public Works Department, Laramie Co School Dist. No. 1, WYDOT.

AGENCIES WITH NO RESPONSE:

County Treasurer, County Conservation District, Department of Energy (WAPA), Wyoming State Engineer's Office, Wyoming DEQ, US Post Office, Combined Communications Center, Emergency Management, Fire District No. 2, Sheriff's Office High West Energy, CenturyLink, RT Communications, Kaiser-Frontier Midstream, Laramie County Weed & Pest.



WYOMING GAME AND FISH DEPARTMENT

5400 Bishop Blvd. Cheyenne, WY 82006

Phone: (307) 777-4600 Fax: (307) 777-4699

wgfd.wyo.gov

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MIKE SCHMID

August 27, 2019

WER 4502.150
Laramie County Planning and Development Office
PZ-19-00235
Saddleback Acres, Second Filing
Laramie County

Bryan Nicholas
Laramie County Planning and Development Office
3966 Archer Parkway
Cheyenne, WY 82009

Dear Mr. Nicholas,

The staff of the Wyoming Game and Fish Department (Department) has reviewed the proposed PZ-19-00235 - Saddleback Acres, Second Filing located in Laramie County. We have no terrestrial wildlife or aquatic concerns pertaining to this proposal.

Thank you for the opportunity to comment.

Sincerely,

Amanda Withroder
Habitat Protection Supervisor

AW/rh/ml

cc: U.S. Fish and Wildlife Service
Bobby Compton, Wyoming Game and Fish Department
Chris Wichmann, Wyoming Department of Agriculture, Cheyenne

2nd Review

County Real Estate Office: Laura Pate COMMENTS ATTACHED 10/03/2019

1. The owners signatures and the Notary Acknowledgements need to be together. The acknowledgement needs to directly follow the signatures that they are notarizing.
2. The Acknowledgement still needs to have the name printed/typed in for the owners after the "by".

County Engineer: Scott Larson COMMENTS ATTACHED 10/04/2019

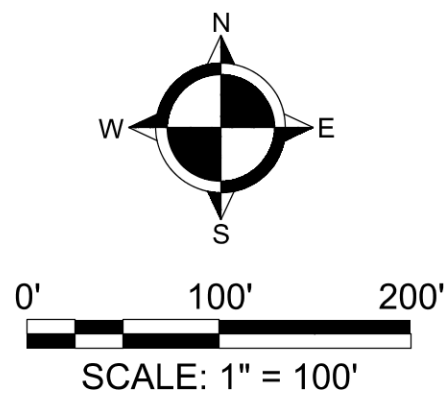
Review of Revised/Updated Plat

Engineer Review

1. In Miscellaneous Notes number 10, "LOAND" should be "LAND".
2. The 125 foot electric transmission line easement needs to include the Book and Page number for the recorded easement.
3. In the Certificate of Surveyor it indicates "that this Map of Survey..." and it should read "that this Final Plat..."

Surveyor Review

1. Is the West 40' EASEMENT FOR INGRESS, EGRESS AND UTILITIES, shown as part of Lots 1 and 2, PROPOSED to be all or part of Sherry Road? If it is, it should be labeled SHERRY ROAD and the TOTAL width of the road right-of-way should be shown on the plat.
2. The East boundary of the 125.00' wide ELECTRIC TRANSMISSION LINE EASEMENT (running North-South) located approximately in the middle of the subdivision is shown as falling on the line between 2 survey monuments, LS #9283 at the North end and LS #12061 at the South end. However, there are no boundary ties shown for the 150.00' wide ELECTRIC TRANSMISSION LINE EASEMENT and it is not specifically tied to the overlapping 125.00' wide ELECTRIC TRANSMISSION LINE EASEMENT.
3. Generally the ACKNOWLEDGEMENT for the DEDICATION is located immediately adjacent to or under the DEDICATION.



LEGAL DESCRIPTION

A REPLAT OF LOT 1, SADDLEBACK ACRES, LOCATED IN THE SOUTH HALF OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 14 NORTH, RANGE 65 WEST, 6TH PRINCIPAL MERIDIAN, LARAMIE COUNTY, WYOMING.

SADDLEBACK ACRES 2ND FILING BOUNDARY DESCRIPTION, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE CENTER-NORTH SOUTHWEST 1/64TH CORNER OF SECTION 10 MONUMENTED BY A REBAR WITH ALUMINUM CAP LS# 4259; THENCE S89°38'47"E A DISTANCE OF 671.00 FEET TO A FOUND REBAR WITH ALUMINUM CAP LS# 9283; THENCE S89°49'49"E A DISTANCE OF 670.94 FEET TO THE CENTER NORTH SOUTH 1/64TH CORNER WHICH IS A FOUND REBAR WITH ALUMINUM CAP LS# 4259; THENCE S00°14'38"W A DISTANCE OF 663.49 FEET TO THE CENTER SOUTH SIXTEENTH CORNER OF SECTION 10 WHICH POINT IS MONUMENTED BY A FOUND REBAR WITH ALUMINUM CAP LS# 2500; THENCE N89°38'19"W A DISTANCE OF 667.20 FEET TO THE CENTER EAST SOUTHWEST 1/64 CORNER OF SECTION 10 WHICH POINT IS MONUMENTED BY A FOUND REBAR WITH ALUMINUM CAP LS# 12061; THENCE N 89°38'21"W A DISTANCE OF 667.21 FEET TO THE SOUTHWEST 1/16 CORNER OF SECTION 10 WHICH POINT IS MONUMENTED BY A FOUND REBAR; THENCE N00°24'31"W A DISTANCE OF 661.22 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 20.3 ACRES, MORE OR LESS AND IS SUBJECT TO ANY AND ALL EASEMENTS AND/OR RIGHTS-OF-WAY THAT MAY HAVE BEEN LEGALLY ACQUIRED.

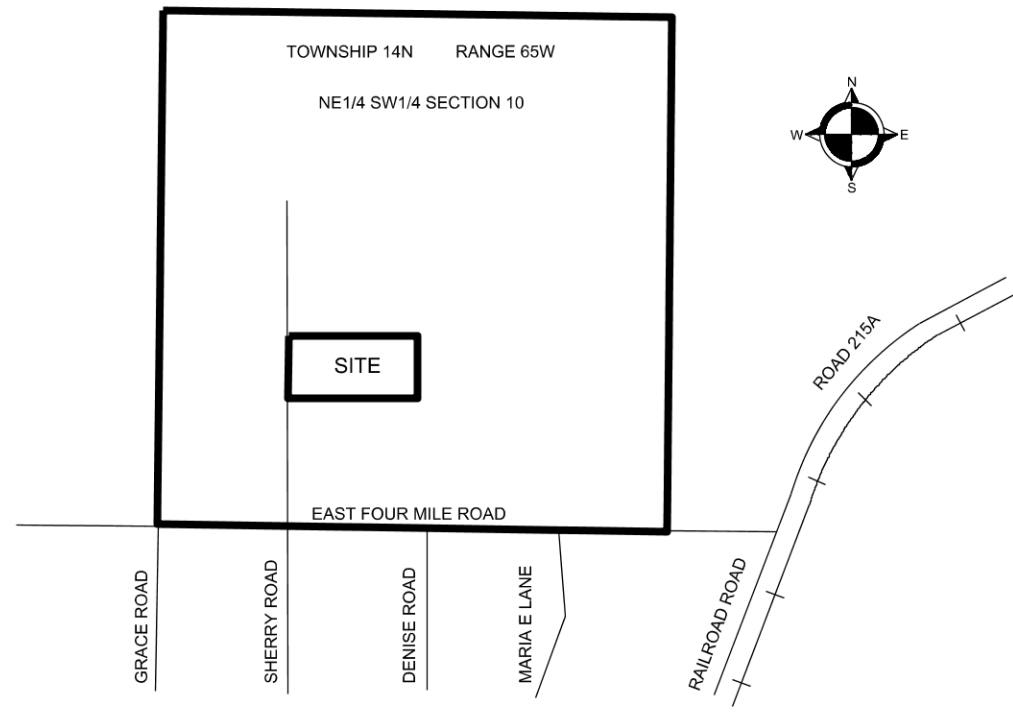
DEDICATION

Know All Men by These Presents:

Steve K. McGlothlin, Karla A. McGlothlin, owners in fee simple of the lands embraced within this plat of Saddleback Acres 2nd filing do hereby declare that the platting of these lands as they appear on this plat, to be their free act and deed and in accordance with their free and voluntary wishes and desires and do hereby grant any and all easements as hereon shown for the purposes as indicated.

Steve K. McGlothlin, Karla A. McGlothlin, owners in Fee Simple.

VICINITY MAP - NOT TO SCALE



FILING RECORD

The State of Wyoming }
County of Laramie } SS

This instrument was filed for record

County Clerk & Ex-Officio Registrar of Deeds

ACKNOWLEDGEMENT

STATE OF WYOMING }
COUNTY OF LARAMIE } SS

The foregoing instrument was acknowledged before me this _____ day of _____ 2019, by

Notary Public, Laramie County, Wyoming

APPROVALS

Approved by the Laramie County Planning Commission

this _____ day of _____ 2019.

Planning Commission Chairman, Laramie County, Wyoming

Approved by the Laramie County Board of Commissioners

this _____ day of _____ 2019.

Board of Commissioners Chairman, Laramie County, Wyoming

County Clerk

CERTIFICATE OF SURVEYOR

State of Wyoming }
County of Laramie } ss

I, Gary N. Grigsby, a Professional Engineer and Land Surveyor registered in the State of Wyoming do hereby certify that this Map of Survey was prepared from the records and field notes of a survey conducted under my supervision during the month of July, 2019, and that all dimensions and other details are correct to the best of my knowledge and belief.

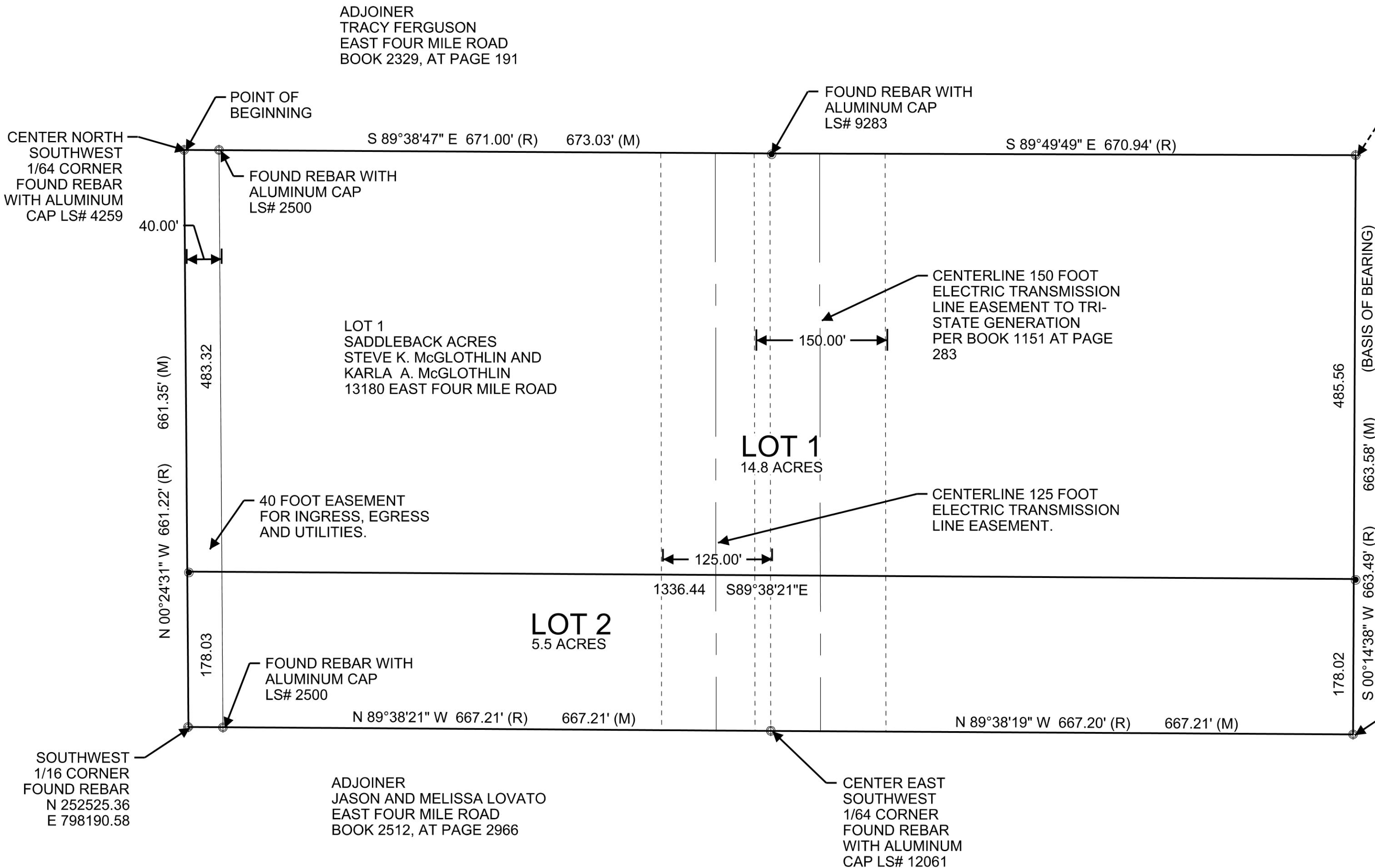
Gary N. Grigsby, Wyoming PE & PLS # 9283
August 15, 2019 (Job 110-1796-701A)
For and on behalf of Western Research & Development, Ltd.

FINAL PLAT

for
SADDLEBACK ACRES 2ND FILING

A REPLAT OF LOT 1, SADDLEBACK ACRES, LOCATED IN THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 14 NORTH, RANGE 65 WEST, 6TH PRINCIPAL MERIDIAN, LARAMIE COUNTY, WYOMING.

REVISED 9/24/2019



MISCELLANEOUS NOTES

1. BASIS OF BEARING: BEARINGS ARE BASED ON THE EAST LINE OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 10 BEING S00°14'38"W. SAID LINE BEING MONUMENTED BY A FOUND REBAR WITH ALUMINUM CAP LS# 4259 ON THE NORTH END AT THE CENTER NORTH SOUTH 1/64 CORNER AND BY A FOUND REBAR WITH ALUMINUM CAP LS# 2500 ON THE SOUTH END AT THE CENTER SOUTH 1/16 CORNER.
2. SURVEY DATUM FOR THIS PROJECT IS BASED ON STATE PLANE COORDINATES NAD 83, WYOMING EAST ZONE WITH DISTANCES SHOWN IN U.S. SURVEY FEET AND WITH ELEVATIONS BASED ON NAVD 88 USING GEOID 12B.
3. DATE OF FIELD WORK: JULY, 2019.
4. NO CENTRAL WATER SYSTEM IS PROPOSED FOR THE PROPERTY.
5. THIS PROPERTY LIES WITHIN FIRE DISTRICT #2.
6. THE WATER SOURCE FOR LOT 1 IS A 200 FOOT DEEP WELL.
7. THE SEWER IS A 1,000 GALLON SEPTIC SYSTEM FOR LOT 1.
8. THE SYSTEM HAS BEEN INSPECTED BY ENVIRONMENTAL HEALTH DEPARTMENT.
9. LOT 2 WILL HAVE A SEPARATE WELL AND SEPTIC SYSTEM.
10. THE SURFACE ESTATE OF THE LOAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE.

LEGEND OF SYMBOLS & ABBREVIATIONS

	PROPERTY BOUNDARY
	RIGHT OF WAY
	EASEMENT
(R)	RECORD DISTANCE
(M)	MEASURED DISTANCE
●	SET 3/8" X 24" REBAR WITH 2" ALUMINUM CAP STAMPED "PELS 9283"
○	FOUND MONUMENTS AS NOTED

FLOOD NOTE

BY GRAPHIC PLOTTING ONLY, THIS PROPERTY IS IN ZONE X OF THE FLOOD INSURANCE RATE MAP, COMMUNITY NO. 560029, MAP NUMBER 56021C1110F WHICH BEARS AN EFFECTIVE DATE OF JANUARY 17, 2007 AND IS NOT IN A SPECIAL FLOOD HAZARD AREA, AS SHOWN ON THE FEMA WEBSITE (HTTP://MSC.FEMA.GOV) WE HAVE LEARNED THIS COMMUNITY DOES CURRENTLY PARTICIPATE IN THE PROGRAM. NO FIELD SURVEYING WAS PERFORMED TO DETERMINE THIS ZONE.

CLIENT INFORMATION

KARLA A. MCGLOTHLIN
13180 EAST FOUR MILE ROAD
CHEYENNE, WY 82009

DRAWING TITLE

FINAL PLAT OF
SADDLEBACK ACRES
2ND FILING

DATE:

August, 2019

SCALE:

1" = 100'

DRAWN/CHECKED BY:

DRAWING PATH

SHEET NUMBER

1 of 1

Western
RESEARCH & DEVELOPMENT, LTD.
5908 YELLOWSTONE ROAD, SUITE B CHEYENNE, WY. 82009 (307) 632-5656

RESOLUTION NO. _____

**A RESOLUTION TO APPROVE A SUBDIVISION PERMIT AND PLAT FOR
A RE-PLAT OF LOT 1, SADDLEBACK ACRES, LARAMIE COUNTY, WY,
TO BE KNOWN AND REPLATTED AS
“SADDLEBACK ACRES, 2ND FILING”**

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, this resolution is the subdivision permit for Saddleback Acres, 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.

And the Board approves the Subdivision Permit and Plat for Saddleback Acres, 2nd Filing with the following condition:

1. The revised Plat shall address the remaining comments of the Laramie County Real Estate and County Engineer Offices prior to recordation.

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:



Laramie County Attorney's Office