

LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

Planning • Building

MEMORANDUM

TO: Laramie County Board of Commissioners

FROM: Marissa Pomerleau

DATE: December 3rd, 2019

TITLE: PUBLIC HEARING regarding a Subdivision Permit and Plat for Allison

Tracts, 4th Filing, the south 331.22' of Tract 22, Allison Tracts, 1st Filing,

Laramie County, WY.

EXECUTIVE SUMMARY

Steil Surveying Services, LLC, on behalf of Jennifer Hess, has submitted a Subdivision Permit and Plat application for Allison Tracts, 4th Filing, located southeast of the intersection of E. Jefferson Road and S. Greeley Hwy at 607 Avenue B-5. The application has been submitted for the purpose of subdividing the property into two residential-use lots.

BACKGROUND

The subject property has two residences and associated accessory structures located in the northern half of the property. These structures are to remain on both Tracts 1 and 2 of the proposed subdivision. The surrounding area consists of residential and commercial properties of varying acreage.

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 4-2-108 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). Properties with uses directed towards community services are encouraged here. The URI land use designation is designed to allow for more intensive land uses as well as a higher level of vehicular access.

PlanCheyenne categorizes this property as UR-Urban Residential, again emphasizing that this area is ideal for a wide variety of uses. These uses include single-family residences, duplexes, townhomes, and apartments, and possible Neighborhood Business Centers.

The subject property is located within the MR – Medium Density Residential zone district. The surrounding properties consist of MR zoned properties with varying acreage. This property is located within and is proposed to be serviced by the South Cheyenne Water and Sewer District.

A letter requesting waiver of traffic and drainage studies was submitted by the applicant, a copy of which is attached. The County Engineer has concurred with this request based on the justification provided in the letter. Agency comments pertained to access spacing and layout, drainage and utility easements, and clerical corrections to the plat. A revised plat, addressing these comments, has since been submitted and is currently under review.

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

A public hearing of this application was held on November 14^{th} , 2019 by the Laramie County Planning Commission. No public comment was received. The Planning Commission voted 4-0 to recommend approval of the application to the Board with two conditions.

On November 21st, a revised plat was submitted by the applicant and is currently under review by all pertinent agencies.

Staff finds this application 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 section 4-2-104 governing the MR Medium Density Residential zone district.

and that the Board approve the Subdivision Permit and Plat for Allison Tracts, 4th Filing with the following conditions:

- 1. All agency comments regarding corrections to the plat shall be addressed prior to recordation.
- 2. All agency comments regarding the plat's proposed access shall be addressed prior to recordation.

PROPOSED MOTION

I move to approve the Subdivision Permit and Plat for Allison Tracts, 4th Filing with two conditions, 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

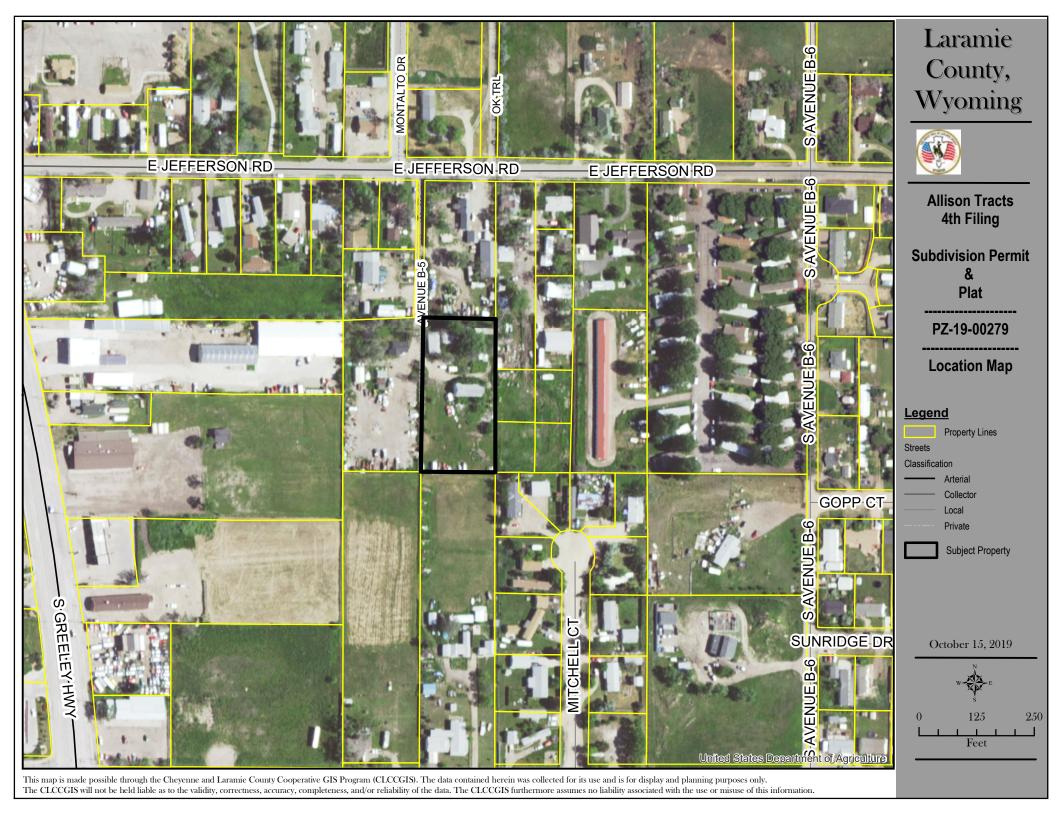
Attachment 4: PlanCheyenne Map Attachment 5: Current Zoning Map

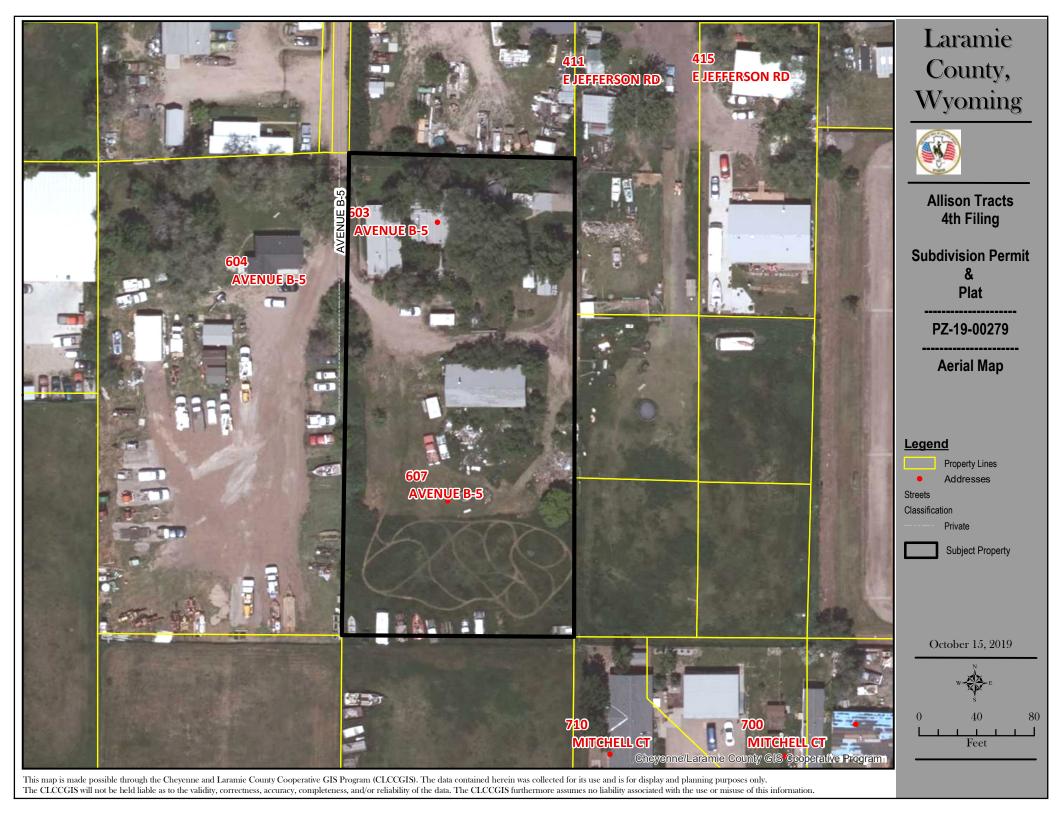
Attachment 6: Existing Conditions Map – Revised Novemer 21st, 2019 Attachment 7: Applicant Traffic/Drainage Study Waiver Request

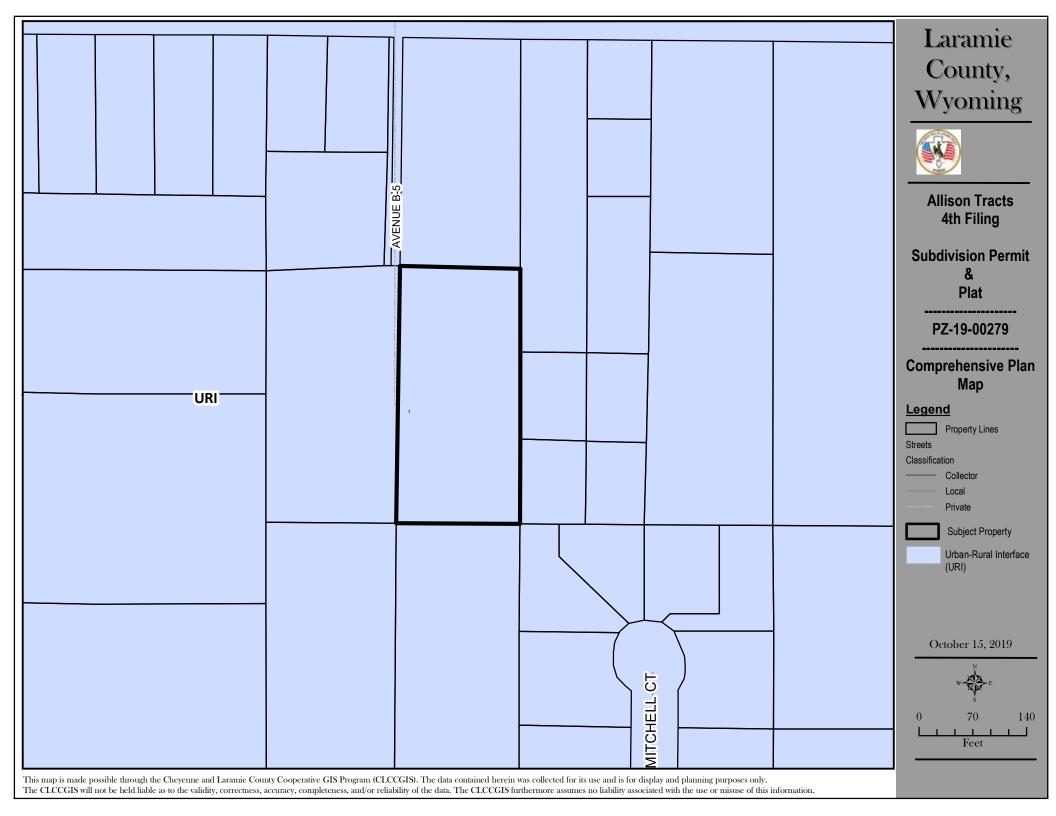
Attachment 8: Agency Comments Report

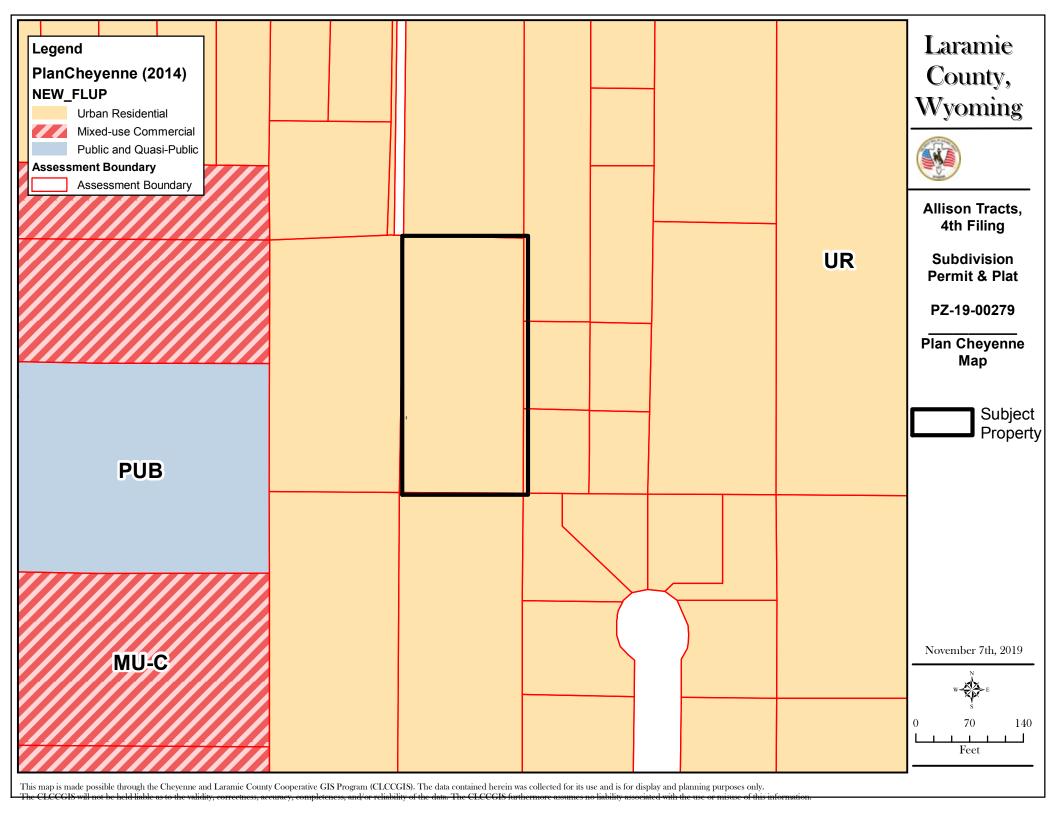
Attachment 9: Plat – Revised November 21st, 2019

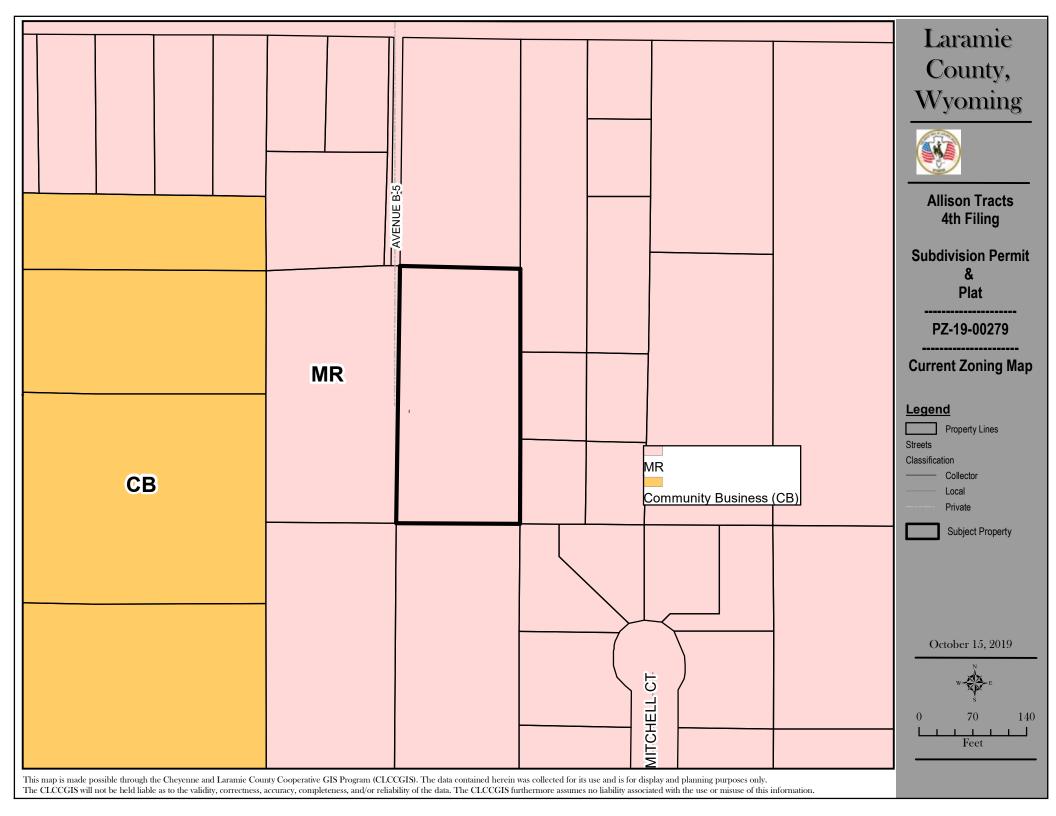
Attachment 10: Resolution

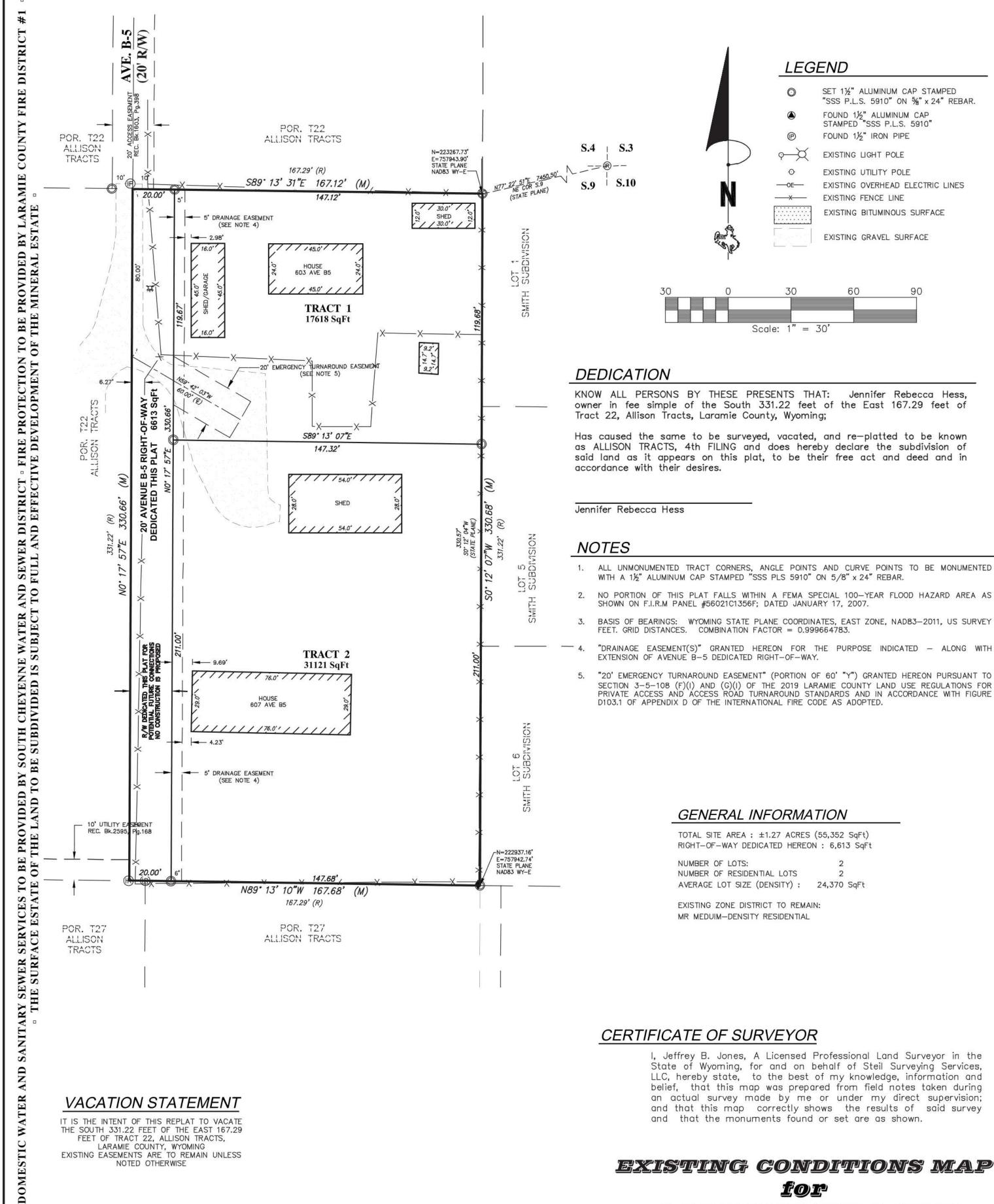












existing conditions map for ALLISON TRACTS 4th FILING

A REPLAT OF ALL OF THE SOUTH 331.22 FEET OF THE EAST 167.29 FEET OF TRACT 22, ALLISON TRACTS, LARAMIE COUNTY, WYOMING

PREPARED AUGUST 2019



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

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

W JEFFERSON RD E JEFFERSON RD N E ALLISON J W ALLISON RD ALICE 占 (NOT TO SCALE)

VICINITY MAP

REVISED: 11/21/2019 \2018 DWG\18151 TR22 ALLISON ESMT HESS LORENZ\18151 FINAL PLAT.dwg © COPYRIGHT 2019 STEIL SURVEYING SERVICES, LLC ALL RIGHTS RESERVED



COUNTY

OCT 0 4 2019

PLANNING & DEVELOPMENT
OFFICE

October 2, 2019

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

InRe: Request for waiver of the Traffic Study, Drainage Report & GESC requirements for a Final Plat, to be known as Allison Tract, 4th Filing, a subdivision of All of the South 331.22 feet of the East 167.29 feet of Tract 22, Allison Tracts, Laramie County, WY, (±1.27 acres)

Steil Surveying Services, agent for the owner, intends to plat the above-noted property into two (2) residential tracts; one for each of the existing residential uses. Following the pre-application meeting, this letter is submitted, on behalf of the owner, requesting a waiver from the requirements for a 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.

This development is a subdivision of an existing lot with two (2) existing residential uses established. The plat proposes to provide a fee-simple Lot for each of the residential uses with a platted ingress/egress easement to/from proposed lot 2 to Avenue B5 Right-of-Way.

No portion of the proposed subdivision falls within a FEMA 100-year Special Flood Hazard Area per F.I.R.M PANEL No. 56021C1356F; dated January 17, and given the lack of existing drainage/flood problems in the area and the minimal scope of proposed development, we are requesting a waiver from any detailed drainage study.

Preliminary traffic generation numbers are provided on the Existing Conditions Map as follows:

INGLE-FAMILY RURAL RESIDENTIA	AL .
AVERAGE DAILY TRIPS	
Existing use 2 Unit x 6 ADT	= 12
Proposed additional 0 Units x 6 ADT	= 0
TOTAL	12 AVERAGE DAILY TRIPS (ADT)
A.M./P.M. PEAK-HOUR TRIPS	
Existing platted lots 2 Units x 1.6/Unit	= 3.2
Proposed additional 0 Units x 1.6/Unit	= 0

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,

Casey L. Palma, AICP

Steil Surveying Services, LLC

CPalma@StailSurvey com

<u>Cheyenne MPO:</u> Cheyenne MPO, Nancy Olson COMMENTS ATTACHED 10/30/2019 1. The plat shows a 16' ingress/egress, Drainage & Utility easement on Tract 1. Why not provide a matching 10' right-of-way with 6' Drainage & Utility easement across both Tract 1 & 2 and using the 16' for ingress/egress until the property to the west provides 10' right-of-way in the future. This right-of-way extension would allow for future growth connection to the southern properties.

<u>County Attorney:</u> County Attorney, Mark Voss COMMENTS ATTACHED 10/29/2019 I don't know the future plans for this area but is three any need to dedicate an area for a potential extension of B-5 along tract 1 and 2?

<u>County Engineer:</u> County Engineer, Scott Larson COMMENTS ATTACHED 10/29/2019

Engineer Review

- 1. I concur with the request for a waiver of a detailed Drainage Study and Traffic Study. The proposed action will have a negligible impact on both.
- 2. A full 20' access easement should be carried down from the existing 20' access easement to Tract 2. This will require a 10' easement from the property owner to the west, but since the property owner to the west is currently using the existing joint access to access their property, they should be amenable to granting the easement to make a full 20' joint access easement for both properties. Also the easement should include a hammerhead at its terminus to allow for emergency vehicles to turn around.
- 3. The title does not include the section, township and range from the 6th principal meridian.

Surveyor Review

- 1. The DEDICATION indicates that Jennifer Rebecca Hess is the sole owner, therefore "do" should be "does" and "their" should be "her" twice in the body of the DEDICATION.
- 2. 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

Intraoffice: Planners, Marissa Pomerleau COMMENTS ATTACHED 10/31/2019

- 1. The language in note 5 needs to be changed to reference Tract 2 rather than "LOT 2, BLOCK 1"
- 2. Please see Engineer's comments regarding access.
- 3. The plat must show and note a proper fire access as well as a turnaround area, whether this be a cul-de-sac or something similar. Please see Section 3-5-108 (f)(i) and (g)(i) of the 2019 Laramie County Land Use Regulations for Private Access and Access Road Turnaround standards.

<u>Cheyenne Planning:</u> Cheyenne Development Services, Seth Lloyd COMMENTS ATTACHED 10/29/2019 See attached letter.

AGENCIES WITH NO COMMENT:

County Assessor
County Real Estate Office
County Public Works Department
Environmental Health
Fire District No 1
Intraoffice: Planners, Cambia McCollom

AGENCIES WITH NO RESPONSE:

Cheyenne Urban Planning Office
Cheyenne Development Services
County Treasurer
County Conservation District
Combined Communications Center
Emergency Management
Sheriff's Office
Black Hills Energy
CenturyLink
South Cheyenne Water & Sewer
South Chey Community Dev Assoc.
Laramie County Weed & Pest
Cheyenne Engineering Services



Planning and Development Department

2101 O'Neil Avenue, Suite 202, Cheyenne WY 82001 (Phone) 307-637-6282 (Fax) 307-637-6366

A COMMUNITY OF CHOICE

October 28, 2019

Board of County Commissioners 310 W 19th St #320 Cheyenne, WY 82001

RE: Allison Tracts, 4th Filing City Comments

Board of County Commissioners,

In compliance with W.S. 34-12-103 (b) the City hereby submits the following comments regarding the Allison Tracts, 4th Filing Plat:

1. The Subdivision conflicts with the goals of the City's Comprehensive Plan Policy 4.1.G [Interconnected Neighborhood Street, Bikeway, and Sidewalk Patterns] (pg. 72) regarding street connectivity. It states "Design new neighborhoods to contain street systems that encourage internal pedestrian, bike, and auto circulation as well as provide direct connections to the larger transportation network. Limit traffic volumes and speeds on neighborhood collector and local streets where houses front. Sidewalks should be installed on both sides of streets." The County Comprehensive Plan has the same language under Policy 4.1.E [Interconnected Neighborhood Street, Bikeway, and Sidewalk Patterns] (pg. 71).

To satisfy this objective, Avenue B-5 should be extended southward to allow future street connections. This can be accommodated by dedicating 28' of public right-of-way along the western edge of the plat to be utilized for future construction of Avenue B-5. An additional 28' of right-of-way would be expected to be dedicated by the property to the west. City regulations for residential streets in urban areas is a minimum 56' wide right-of-way.

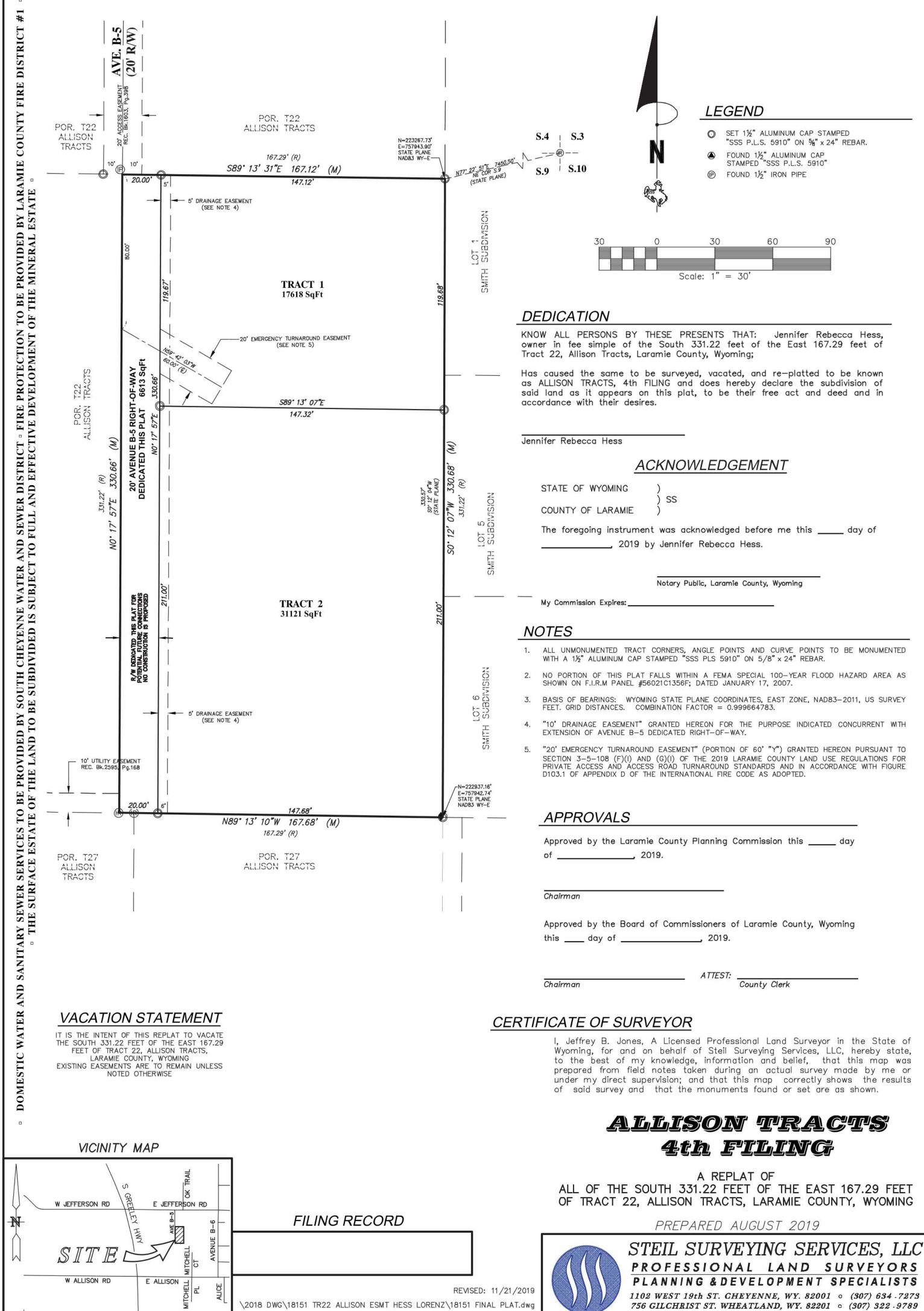
2. Future annexation of the property will prompt review by the City. Concurrent with annexation by petition, public improvements to streets may be required; driveway accesses will be reviewed for conformance with City standards and may require modification; and Community Facility Fees will be required to be paid to the City. The City defers timing of design and construction of public improvements to the County.

If item one (1) listed above is not resolved, the City requests a formal response by the Board of County Commissioners pursuant to W.S. 34-12-103-(b). I do not believe that there are any other items of disagreement that warrant a response by the Board of County Commissioners pursuant to W.S. 34-12-103-(b).

Thank you,

Charles W. Bloom, AICP

Planning and Development Director



\2018 DWG\18151 TR22 ALLISON ESMT HESS LORENZ\18151 FINAL PLAT.dwg

(NOT TO SCALE)

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

RESOLUTION NO.	

A RESOLUTION TO APPROVE A SUBDIVISION PERMIT AND PLAT FOR THE EAST 167.29' OF THE SOUTH 331.22' OF TRACT 22, ALLISON TRACTS, 1ST FILING, LARAMIE COUNTY, WY, TO BE RE-PLATTED AND KNOW AS "ALLISON TRACTS, 4TH 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, the application is in conformance with the MR – Medium Density Residential zone district; and

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

And the Board approves the Subdivision Permit and Plat for Allison Tracts, 4th Filing with the following conditions.

- 1. All agency comments regarding corrections to the plat shall be addressed prior to recordation.
- 2. All agency comments regarding the plat's proposed access shall be addressed prior to recordation.

PRESENTED, READ AND ADOPTE	CD 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	<u>></u>