



LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

Planning • Building

MEMORANDUM

TO: Laramie County Planning Commission

FROM: Marissa Pomerleau, Planner

DATE: January 14, 2021

TITLE: PUBLIC HEARING regarding a Subdivision Permit & Plat for Meadowlark Airpark, located at Govt. Lots 1, 2, 3, and 4 less a portion, and all of the NW1/4 SE1/4 less a portion, Sec. 6, T.14N., R.64W., of the 6th P.M., Laramie County, WY.

EXECUTIVE SUMMARY

Jones Land Surveying, Inc., on behalf of Phillip and Marium Trefren of 3660 Road 215, has submitted a Subdivision Permit and Plat application for Meadowlark Airpark located southwest of the intersection of Road 137 and Aviator Court. The application has been submitted for the purpose of subdividing four parcels into 27 residential-use tracts.

BACKGROUND

The three eastern properties are undeveloped with the most western and fourth parcel having an existing cell tower in its southwest corner. The surrounding area consists of rural residential and agricultural properties of varying acreage. The Skyview Estates Airport and associated private airplane hangars are located to the north. On October 22nd, 2020, the Laramie County Planning Commission acknowledged the Preliminary Development Plan with 3 recommendations.

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 identifies the area as Ag and Range Land (AGR). 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.

The subject properties are located outside of both the PlanCheyenne and zoning boundaries and therefore cannot be impacted by these regulations.

According to the Order of the State Engineer for the Laramie County Control Area dated April 1, 2015, this property lies within the Conservation Area, in which the well spacing requirements for new permits are indicated at one (1) well for domestic use per each lawfully subdivided lot or one (1) per each ten (10) acres of any other legal parcel of land.

A subdivision of more than five lots requires submittal of a Chapter 23 study to the Wyoming Department of Environmental Quality (DEQ). Approval from DEQ, in the form of a “Non-Adverse Recommendation”, is required prior to recordation of the plat. The Planning Department is awaiting this recommendation letter to be submitted.

The subdivision will be accessed primarily from Road 215 with a secondary point of access from Road 137. An 80-foot access easement- Earhart Drive will extend north from Road 215 through the subdivision to Aviator Court. Sky Train Court shall extend east to County Road 137. The plan shows a previously recorded 40-foot access easement along the northern boundary of the development, this easement in conjunction with the existing Aviator Court easement allows for an 80-ft access easement to County Road 137.

A letter requesting waivers of detailed traffic and drainage studies was submitted with the application. The County Engineer has concurred with the waiver request for a drainage study, but has stated that one will be required to be submitted at the time of road construction. As requested by the County Engineer and Public Works Director during the PDP review, a detailed traffic study is required to be submitted with the subdivision application. The Planning Department is awaiting the Traffic Study to be submitted.

Agency comments pertained to the required traffic study and DEQ Chapter 23 study, road construction requirements, and clerical corrections to the plat. The applicant is currently working towards addressing these comments.

Public notice was provided per Section 1-2-104 of the Land Use Regulations. A public comment regarding the subdivision’s proposed access points and roads was received and is attached.

On October 22nd, 2020 a Preliminary Development Plan for this subdivision was heard before this Planning Commission. The Commissioners provided three recommendations to be addressed with the Subdivision Permit & Plat application:

1. A complete Traffic Study for the subdivision shall be submitted with the Subdivision Permit & Plat application.
2. Evidence of submittal of the Chapter 23 Study to DEQ shall be provided with the Subdivision Permit & Plat application, with proof of DEQ approval required prior to plat recordation.
3. Indicate and address proposed airpark on the Plat exhibit and in project narrative.

As the County Planning Department has not received plans for an Airpark development within the subdivision, recommendation 3 is not required. If an Airpark is proposed in the future, a Pre-Application meeting with the Planning Department will be required to discuss all requirements for the development.

RECOMMENDATION and FINDINGS

Based on the evidence provided for the Subdivision Permit & Plat, staff has provided two possible motions to the Planning Commission.

Recommended Motion 1:

The Planning Commission does not accept the traffic study waiver request letter and the project shall be postponed until the January 28th, 2021 Public Hearing.

Recommended Motion 2:

The Planning Commission accepts the traffic study waiver request with the knowledge that a Traffic Study is required to be submitted, reviewed and approved prior to the February 2nd, 2021 BOCC Public Hearing and recommends approval of the Subdivision Permit & Plat with the following three conditions:

1. A complete Traffic Study for the subdivision shall be submitted, reviewed and approved prior to the February 2nd, 2021 BOCC Public Hearing.
2. Evidence of submittal of the Chapter 23 Study to DEQ shall be provided with proof of DEQ approval prior to plat recordation.
3. All agency comments regarding clerical corrections to the plat shall be addressed prior to plat recordation.

PROPOSED MOTIONS

Motion 1:

I move to postpone the Subdivision Permit & Plat for Meadowlark Airpark to the January 28th, 2021 Planning Commission Public Hearing.

Motion 2:

I move to recommend approval of the Subdivision Permit and Plat for Meadowlark Airpark to the Laramie County Board of Commissioners, with three conditions 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 Traffic/Drainage Study Waiver Request**
- Attachment 7: Agency Comments Report**
- Attachment 8: Public Comment Letter**
- Attachment 9: Draft Resolution**
- Attachment 10: Plat**

Laramie County, Wyoming



Meadowlark Airpark

Subdivision Permit & Plat

PZ-20-00330

Location Map

Subject Properties



January 2021



0 700 1,400
Feet

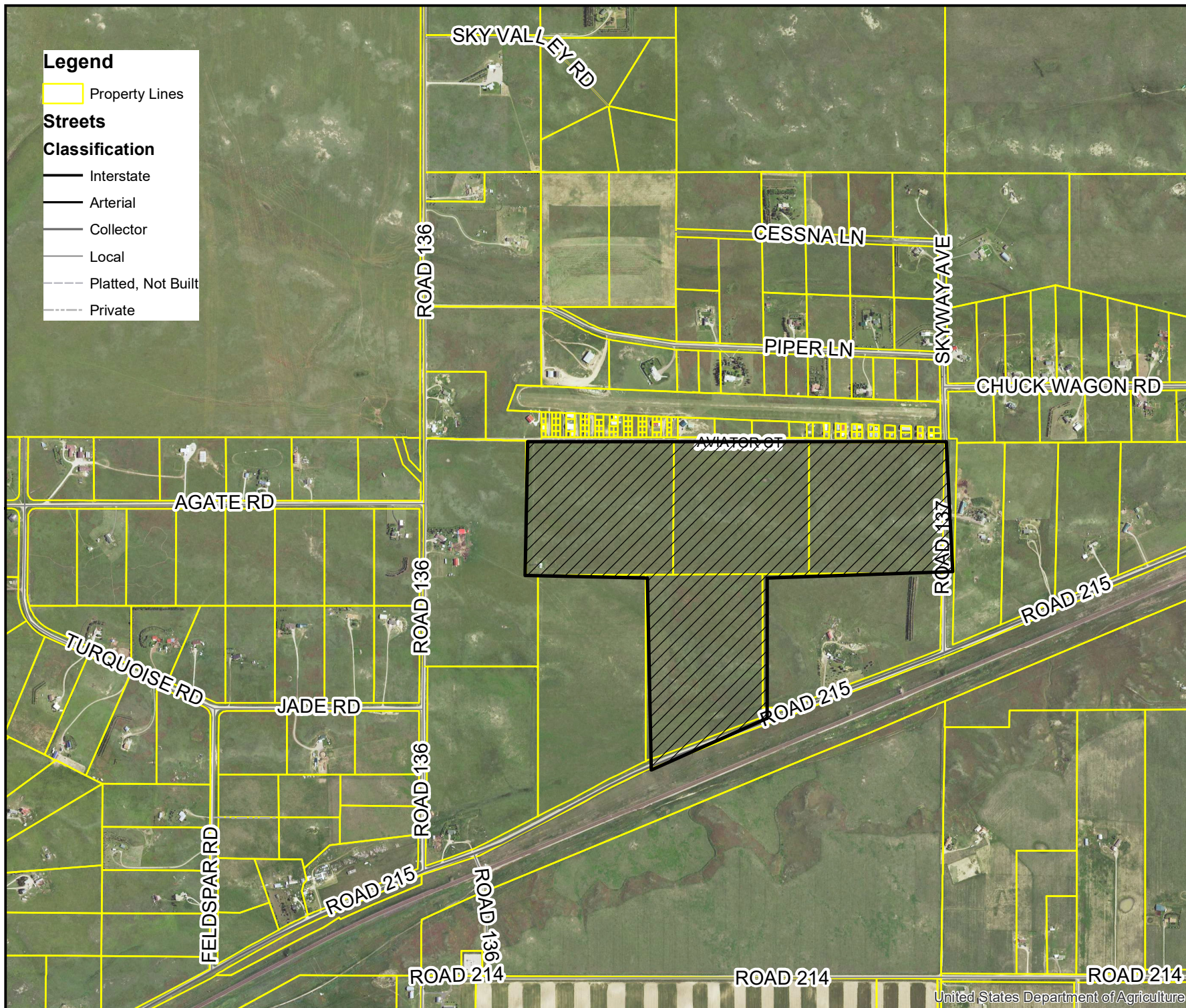
Legend

Property Lines

Streets

Classification

Interstate
 Arterial
 Collector
 Local
 Platted, Not Built
 Private



United States Department of Agriculture

Laramie County, Wyoming



**Meadowlark
Airpark**

**Subdivision
Permit & Plat**

PZ-20-00330

Aerial Map

**Subject
Properties**



December 2020



0 600 1,200
Feet

United States Department of Agriculture

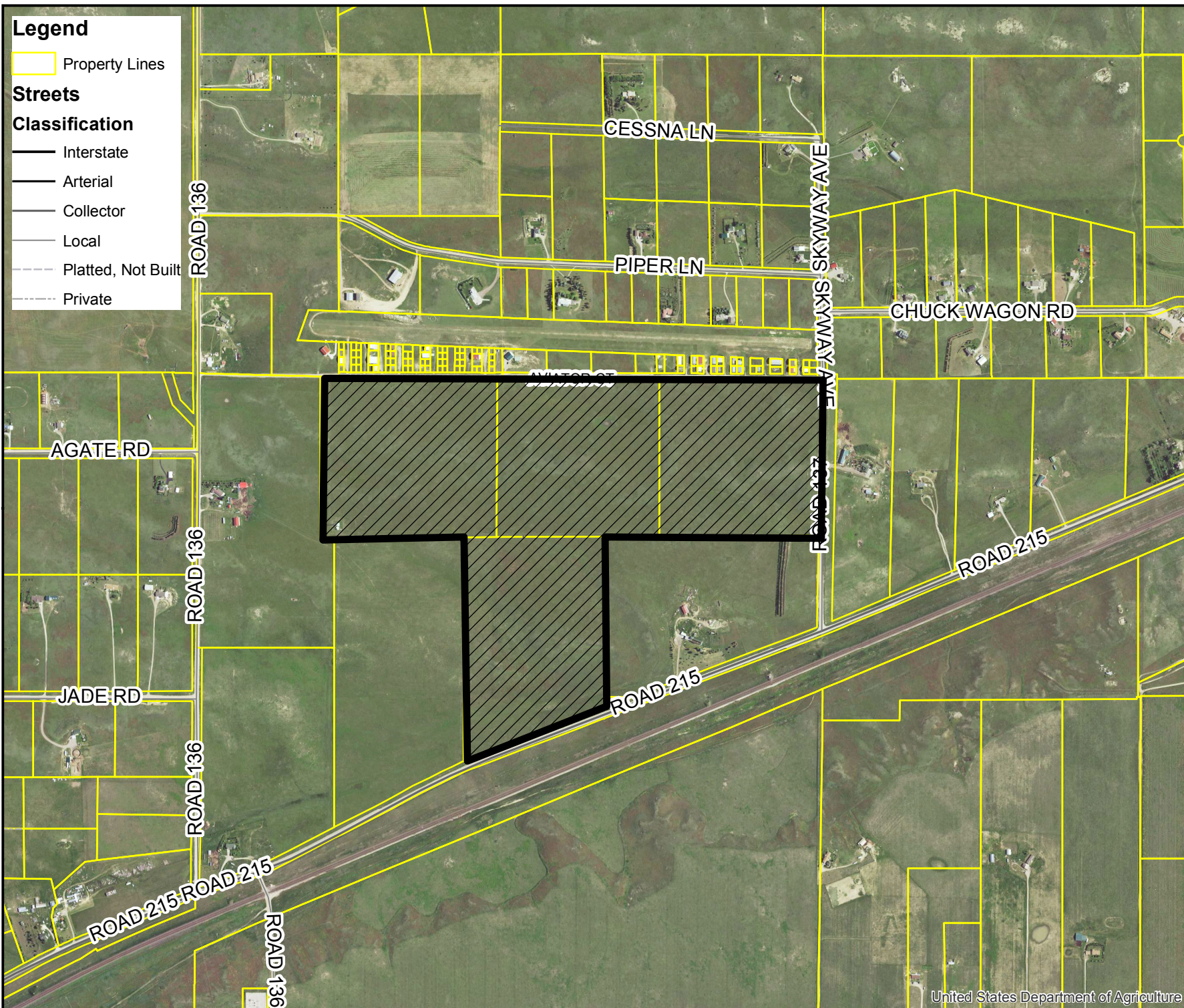
Legend

Property Lines

Streets

Classification

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





Legend


 Property Lines

Future Land Use Districts

OTHER

 Urban-Rural Interface (URI)

 Rural Metro (RM)

 Rural Ag Interface (RAI)

 Ag & Range Land (AGR)

Laramie County, Wyoming



**Meadowlark
Airpark**

**Subdivision
Permit & Plat**

PZ-20-00330

**Comprehensive
Plan Map**

**Subject
Properties**



January 2021



0 600 1,200
Feet

United States Department of Agriculture



December 1, 2020

Mr. Paul Whalen
Laramie County Planning
3931 Archer Parkway
Cheyenne, WY 82009

RE: Meadowlark Airpark Final Plat Traffic & Drainage Study Waiver Request

Mr. Whalen,

Jones Land Surveying, Inc. would like to request a waiver for providing a detailed Traffic Impact Study for the above-referenced development. As part of Phase 1 only 9 tracts will be developed and will have less than 200 trips per day to which standards the proposed internal rights-of-way will be constructed. The two proposed access points, one connecting to the existing County Road 215 (Railroad Road) right-of-way, and the other connecting to an existing 40' right-of-way access easement adjoining Aviator Court with most of the traffic expected to exit and enter from County Road 215.

We would also like to request a waiver for a Drainage Plan and Study at this time. The proposed development will be single-family rural residential. Impacts to the existing terrain will be minimal, with most of the grading to occur for the residential structures, associated structures and driveways. All pertinent Floodplain Development Permits, Right-of-Way and GESC Permits will be submitted to the Laramie County Planning and Development Office prior to the start of construction.

If you have any questions or would like to discuss this project in greater detail, please contact our office.

Sincerely,

A handwritten signature in black ink, appearing to read 'Cotton D. Jones'.

Cotton D. Jones, P.L.S.

Building Dept.: Building Dept., Antony Pomerleau Comments Attached 12/22/2020
All roads indicated on final plat shall be constructed for full subdivision access for emergency services regardless of phasing.

All fire apparatus access roads shall be in accordance with 2018 IFC chapter 5.

Advise Laramie County has adopted the 2018 I-codes and the 2017 NEC (2020 enforced 1-1-2021).

Building permits shall be required for all new construction.

County Assessor: County Assessor, Kaycee Eisele Comments Attached 12/28/2020
In the title block, Airpark is one word, which is what our records will reflect but in the dedication it is 2 words.

County Engineer: County Engineer, Scott Larson Comments Attached 12/29/2020
Engineer Review

1. As mentioned in the comments during the PDP submittal, a detailed Traffic Study is required according to the LCLUR since this development, as a whole, will generate more than 200 vehicles per day. Since this plat is for all of the lots/property and not just for Phase I, the Traffic Study needs to be done now. If the plat was only for the first Phase that only has 9 tracts/lots, then we could possibly consider a waiver until the plat for the remaining lots is submitted. Once this plat is approved for all the tracts/lots, then there is nothing the County could do to insure the traffic study is provided at a later date.
2. I concur with the request for a detailed Drainage Study at this time. However, one will need to be provided with the construction plans for the roadways when they are submitted to the County for review and approval. All roadways (i.e., Sky Train Court, Sky Train Drive, Earhart Drive, and CR 137) will need to be designed to meet the LCLUR and the plans submitted to the County for review and approval.
3. A Floodplain Development Permit will be required for the construction of Earhart Drive that crosses the floodplain. The roadway will need to be designed such that it will not impact the base flood elevation.
4. The Curve Table on the plat does not show the information for C6 and C7 that are called out on the drawing.
5. The Line Table on the plat does not show the information for L10 and L11 that are called out on the drawing.
6. The dates on the plat for approvals show 2020 and these should be changed to 2021.

Surveyor Review

1. In the first line of the last paragraph of the DEDICATION "HAS" should be "HAVE", in the second line of the same paragraph "THERE" should be "THEIR" and in the third line of the same paragraph "THERE" should be "THEIR".

2. The dimension arrow indicating the north boundary of SKY TRAIN COURT, shown along the south boundary of TRACT 2, is drawn/connected to the north boundary of the 10' UTILITY EASEMENT, not to the north boundary of SKY TRAIN COURT.
3. Along the east boundary of TRACT 4, the text identifying the 40' ACCESS EASEMENT is overlapping the dimension of the east boundary of TRACT 4.
4. What is the purpose/function of the "WEST 80' SECTION 5-BOOK 955, PAGE 541" labeled east of the southeast corner of TRACT 20?

County Public Works Department: County Public Works Department, David Bumann
Comments Attached 12/23/2020

Although roads will be "private Easements", construction drawings will have to be submitted prior to development of roads showing that they will be designed to county standards per LCLUR

Environmental Health: Environmental Health Department, Jennifer Escobedo No
Response 12/30/2020

WASTEWATER PERMITS ARE REQUIRED FOR EACH LOT. ALL SMALL WASTEWATER SYSTEMS MUST HAVE A 50' SETBACK FROM ALL PROPERTY LINES AND DRAINAGE EASEMENTS AND MUST BE INSTALLED ON A SLOPE LESS THAN 15%. A COMPLETE SIGNED FINAL PLAT SHALL AND DEQ CHAPTER 23 SUBDIVISION REVIEW MUST BE SUBMITTED TO THIS OFFICE PRIOR TO APPLICATION FOR ANY PERMITS.

Wyoming Game & Fish Dept: Wyoming Game & Fish, Wyoming Game and Fish Dept
Comments Attached 12/21/2020

See attached Letter.

Intraoffice: Planners, Cambia McCollom Comments Attached 12/17/2020

The existing cell Tower has an address of 3627 Aviator CT. That will need to change to reflect the changes to access that will occur with this plat. The Operating Company should contact the County Building Department to coordinate the change once the subdivision permit is approved.

Intraoffice: Planners, Marissa Pomerleau Comments Attached 12/28/2020

1. In the first and fourth paragraphs of the dedication, the subdivision is referred to as "Meadowlark Air Park", but in the title is is referred to "Meadowlark Airpark". Please revise.
2. The third paragraph of the dedication should also be updated to say "Said parcels" not "Said parcel".
3. The approval blocks must be placed directly next to the right or bottom border of the plat.
4. Approval Dates in the signature blocks must be updated to read 2021 rather than

2020.

5. Please label the property directly to the east of proposed tracts 24-27 as unplatted for continuity purposes.

6. Please add a note stated that the proposed roads will be privately maintained and will not be maintained by Laramie County.

7. Please update the Curve and Line Tables to show all Curve #'s and Line #'s as some are missing.

8. The acknowledgments signatures block will be signed in 2021, please update year.

9. The Wyoming DEQ Chapter 23 Study for this subdivision must be submitted prior to approval.

AGENCIES WITH NO COMMENTS:

High West Energy

WYDOT

Combined Communications Center

AGENCIES WITH NO RESPONSE:

Century Link

County Attorney

County Real Estate Office

County Treasurer

County Conservation District

Laramie Co School Dist No 2

US Post Office

WY State Engineer's Office

Wyoming DEQ

Emergency Management

Sheriff's Office

Fire District No 6

Laramie County Weed & Pest

Laramie County Planning
Senior Planner, Paul Whalen

3966 Archer Pkway
Cheyenne, WY 82009

Planning Commission:

This letter concerns Mr. Trefren's subdivision for the 9 single-family tracks south of Aviator Ct. As my wife and I are the only ones that live on Aviator Ct, it would good for us to have access to the planned road, which would provide better access to Railroad Rd. Currently, Aviator Ct is a private easement and for the ten years that we have lived here, has not been maintained. During winter months, due to the snow and drifting, Fed-EX, UPS, and sanitation trucks are unable to get to our home – let alone the fire truck or ambulance.

For this reason alone, better access to Railroad Rd via the new subdivision would benefit the three residential lots on the south side of runway 8-26.

Thank You
Jack Terrill
3652 Aviator Ct
Cheyenne Wy 82009
Ph 307-701-0606



RESOLUTION NO. _____

**A RESOLUTION TO APPROVE A SUBDIVISION PERMIT AND PLAT FOR
GOVT. LOTS 1, 2, 3, AND 4 LESS A PORTION, AND ALL OF THE NW1/4 SE1/4
LESS A PORTION, SEC. 6, T.14N., R.64W., OF THE 6TH P.M.,
LARAMIE COUNTY, WY,
TO BE PLATTED AND KNOWN AS “MEADOWLARK AIRPARK”.**

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 Meadowlark Airpark.

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 Meadowlark Airpark with the following conditions:

1. A complete Traffic Study for the subdivision shall be submitted, reviewed and approved prior to the February 2nd, 2021 BOCC Public Hearing.
2. Evidence of submittal of the Chapter 23 Study to DEQ shall be provided with proof of DEQ approval prior to plat recordation.
3. All agency comments regarding clerical corrections to the plat shall be addressed prior to plat recordation.

PRESENTED, READ AND ADOPTED THIS _____ DAY OF _____, 2021.

LARAMIE COUNTY BOARD OF COMMISSIONERS

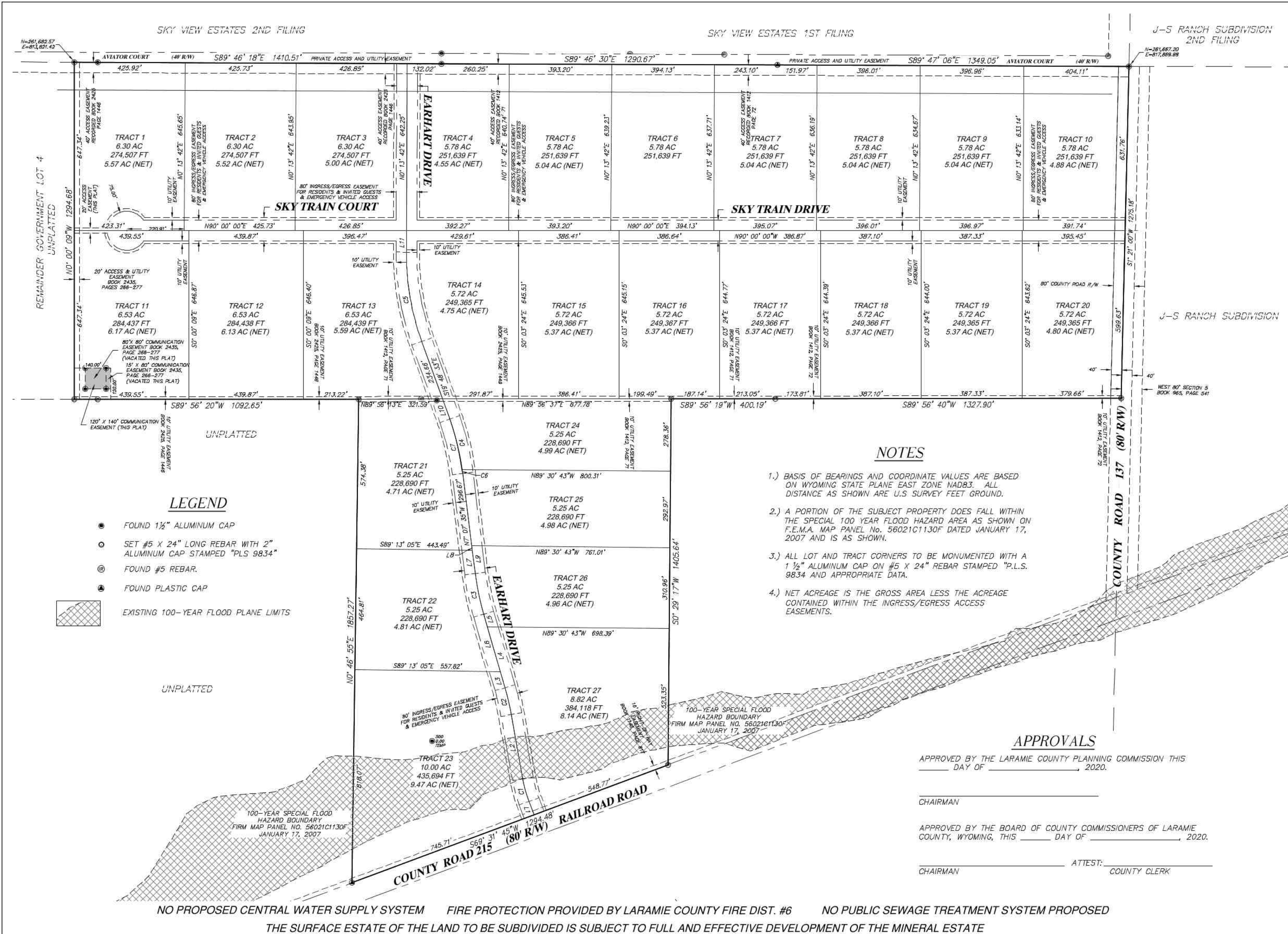
Gunnar Malm, Chairman

ATTEST:

Debra K. Lee, Laramie County Clerk

Reviewed and approved as to form:

Laramie County Attorney’s Office



DEDICATION

KNOW ALL PERSONS BY PRESENTS THAT: PHILLIP G. TREFFEN AND MARIUM T. TREFFEN, HUSBAND AN WIFE, OWNERS IN FEE SIMPLE OF A TRACT OF LAND SITUATE IN GOVERNMENT LOTS 1, 2, 3 AND A PORTION OF 4, SECTION 6, T. 14 N., R. 64 W., 6TH P.M., LARAMIE COUNTY, WYOMING TO BE KNOWN AS "MEADOWLARK AIR PARK" BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

ALL OF GOVERNMENT LOTS 1, 2, 3, THE EAST 90.00 FEET OF LOT 4; ALL OF THE SW¼NE¼ EXCEPT THE EAST 400.00 FEET THEREOF; THE EAST 300.00 FEET OF THE SE¼NW¼; THE EAST 300.00 FEET OF THE NE¼SW¼ AND ALL OF THE NW¼SE¼ EXCEPT THE EAST 400.00 FEET THEREOF LYING NORTH OF COUNTY ROAD 215 RIGHT-OF-WAY.

SAID PARCEL CONTAINS 166.60 ACRES MORE OR LESS.

HAS CAUSED THE SAME TO BE SURVEYED, PLATTED AND KNOWN AS "MEADOWLARK AIR PARK", DO HEREBY DECLARE THE SUBDIVISION OF SAID LAND AS IT APPEARS ON THIS PLAT TO BE THERE FREE ACT AND DEED AND IN ACCORDANCE WITH THERE DESIRES, AND DO HEREBY DEDICATE TO THE USE OF THE PUBLIC THE ROADS AND GRANT THE EASEMENTS FOR THE PURPOSES INDICATED HEREON.

PHILIP G. TREFREN

MARIUM T. TREFREN

ACKNOWLEDGMENTS

STATE OF WYOMING)

COUNTY OF LARAMIE) 33

THE DEDICATION INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____

_____, 2020, BY PHILIP G. TREFREN AND MARIUM T. TREFREN,

HUSBAND AND WIFE.

NOTARY PUBLIC, LARAMIE COUNTY, WYOMING

MY COMMISSION EXPIRES _____

VACATION STATEMENT

THE INTENT OF THIS VACATION STATEMENT IS TO VACATE THAT 80' X 80' COMMUNICATION EASEMENT AND THE 15' X 80' COMMUNICATION EASEMENT AS RECORDED IN BOOK 2435, PAGES 266-277 IN THE LARAMIE COUNTY CLERK'S OFFICE AND CREATE THE NEW 120' X 140' COMMUNICATION EASEMENT AS SHOWN, TO CREATE LEGAL ACCESS TO THE COMMUNICATION FACILITY WHICH WAS NOT PREVIOUSLY IN PLACE DUE TO A GAP IN THE EASEMENTS.

CERTIFICATE OF SURVEYOR

I, COTTON D. JONES, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF WYOMING, HEREBY STATE THAT THIS PLAT OF "MEADOWLARK AIR PARK", WAS PREPARED FROM OFFICIAL PLATS AND DEEDS OF RECORD AND FROM NOTES OF A FIELD SURVEY CONDUCTED BY ME OR UNDER MY DIRECT SUPERVISION DURING THE MONTH OF AUGUST 2017, 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.

APPROVALS

APPROVED BY THE LARAMIE COUNTY PLANNING COMMISSION THIS
 _____ DAY OF _____, 2020.

CHAIRMAN

APPROVED BY THE BOARD OF COUNTY COMMISSIONERS OF LARAMIE
COUNTY, WYOMING, THIS _____ DAY OF _____, 2020.

CHAIRMAN

GT: _____
COUNTY CLERK

VICINITY MAP

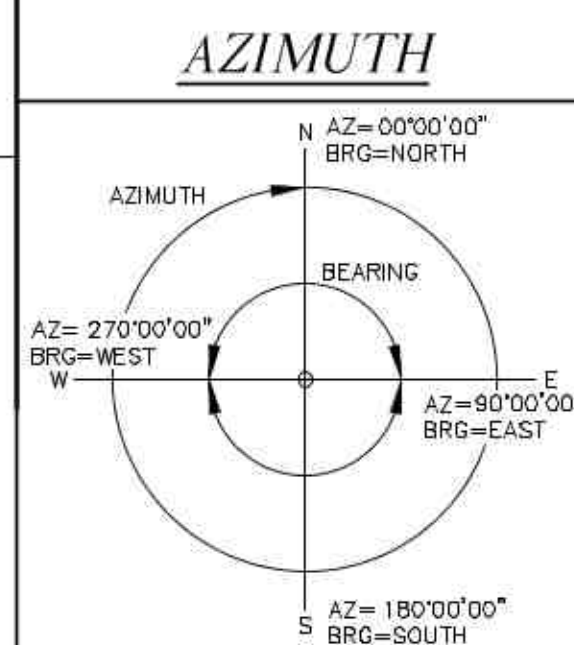


CURVE TABLE

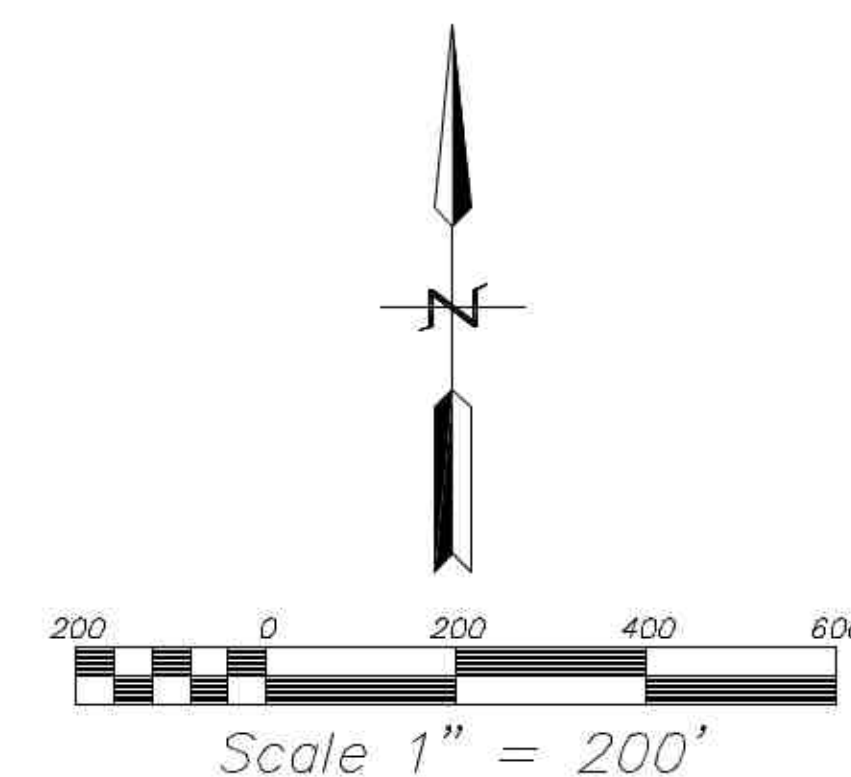
CURVE #	DELTA	RADIUS	CHORD BEARING	CHORD LENGTH	ARC LENGTH
C1	10° 08' 16"	500.00'	N15° 24' 07"W	88.35'	88.34'
C2	6° 03' 55"	1000.00'	N14° 12' 28"W	105.82'	105.87'
C3	9° 08' 52"	1000.00'	N11° 42' 01"W	159.49'	159.66'
C4	11° 25' 23"	1000.00'	N13° 44' 21"W	199.04'	199.37'
C5	19° 24' 13"	1000.00'	N10° 06' 31"W	337.04'	338.66'

LINE TABLE

LINE #	BEARING	LENGTH
L1	N20° 28' 15"W	55.10'
L2	N10° 12' 31"W	251.85'
L3	N16° 16' 27"W	64.50'
L4	N16° 16' 27"W	243.28'
L5	N16° 16' 27"W	51.29'
L6	N16° 16' 27"W	230.07'
L7	N7° 07' 35"W	89.99'
L8	N7° 07' 35"W	16.91'
L9	N7° 07' 35"W	106.90'



FILING RECORD



*SITUATE IN
GOVERNMENT LOTS 1, 2, 3, A PORTION OF 4 AND ALL OF
THE SW¼NE¼ EXCEPT THE EAST 400.00 FEET THEREOF;
THE EAST 300.00 FEET OF THE SE¼NW¼;
THE EAST 300.00 FEET OF THE NE¼SW¼;
AND ALL OF THE NW¼SE¼ EXCEPT THE
EAST 400.00 FEET THEREOF,
SECTION 6, T. 14 N., R. 64 W., 6TH P.M.,
LARAMIE COUNTY, WYOMING.*

PREPARED AUGUST 2020

