



LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

Planning • Building

MEMORANDUM

TO: Laramie County Board of Commissioners

FROM: Kelly Schroeder, Planner

DATE: November 16, 2021

TITLE: PUBLIC HEARING regarding a Board Approval for a manufactured housing park use for the W1/2 Tract 8 & E1/2 Tract 8 less 1.3 acres for Hwy, Wallick and Murray Tracts, Laramie County, WY.

EXECUTIVE SUMMARY

Clearwell PLLC, on behalf of Cheyenne SF Holdings, LLC, has submitted a Board Approval application for the South Fork Expansion – East Site, located at 4010 S. Greeley Hwy. The applicant seeks an approval for the use of the subject property as a manufactured housing park.

BACKGROUND

The property is currently undeveloped residential vacant land. It is surrounded on three sides by the existing South Fork Manufactured Home Community. The proposed park expansion includes the development of 26 new homes, a new road serving these homes, and associated utilities. The MR Zone District regulations require Board Approval for the proposed expansion of the manufactured housing park.

Pertinent Regulations

Section 1-2-100 of the Laramie County Land Use Regulations governing the Board Approval process.

Section 4-2-104 of the Laramie County Land Use Regulations governing the MR – Medium Density Residential Zone District.

DISCUSSION

The Laramie County Comprehensive Plan identifies the area as Urban Rural Interface (URI), which is intended to accommodate a mix of more intensive land uses than other areas. These

areas may have public water and sewer services, a higher level of vehicular access and a greater overall level of community services. The property is currently served by South Cheyenne Water & Sewer District.

PlanCheyenne designates this area as Mixed-Use Residential, which promotes self-supporting neighborhoods primarily containing a mix of housing densities with complementary Neighborhood Business Centers. This category includes existing and future neighborhoods.

The subject property is zoned MR - Medium Residential. It is surrounded by the MR zone district to its north, west, and south and A2 - Agricultural to the east with uses ranging from single and multi-family residential to a manufactured housing park.

The use of manufactured housing parks within the MR Zone District requires Board Approval. The proposed use will align with the existing South Fork Mobile Home Subdivision that surrounds the property to the north, west, and south, as well as future uses outlined in the Comprehensive Plan and PlanCheyenne. Upon approval, the applicant is required to submit a Site Plan application for the proposed residential development on both tracts.

A preliminary site plan map is attached for reference. Agency comments were received regarding requirements that shall be addressed by the applicant with Site Plan and building permit application submittals.

A development sign was posted and adjacent property owners were notified via certified mail. No public comments were received on the proposed development.

Section 1-2-100 (a) of the Laramie County Land Use Regulations requires that the Laramie County Board of Commissioners shall find the following before granting Board Approval:

- i. The proposed use is permitted by Board Approval in the proposed location and is in conformance with all applicable development standards.
- ii. The proposed use is in general conformance with all other applicable policies adopted by Laramie County.
- iii. There is no defined negative impact to the community.

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 Board Approval pursuant to section 1-2-100(a) of the Laramie County Land Use Regulations; and,
- b. This application is in conformance with Section 4-2-104 of the Laramie County Land Use Regulations governing the MR – Medium Density Residential Zone District.

And that the Board approve the manufactured housing park use for the W1/2 Tract 8 & E1/2 Tract 8 less 1.3 acres for Hwy, Wallick and Murray Tracts, Laramie County, WY with one condition, as shown on attached Exhibit 'A'.

1. A site plan application is required to be submitted and approved prior to start of construction.

PROPOSED MOTION

I move to approve the manufactured housing park use for the W1/2 Tract 8 & E1/2 Tract 8 less 1.3 acres for Hwy, Wallick and Murray Tracts, Laramie County, WY with one condition, and adopt the findings of facts a and b of the staff report, as shown on attached Exhibit 'A'.

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: Agency Review Comments**
- Attachment 7: Applicant Justification Letter**
- Attachment 8: Preliminary Site Plan Map**
- Attachment 9: Resolution**
- Attachment 10: Resolution Exhibit 'A'**

Laramie County, Wyoming



**South Fork
Expansion -
East Site**

**Board
Approval**

PZ-21-00304

Location Map

**Subject
Property**



November 2021



0 295 590
Feet

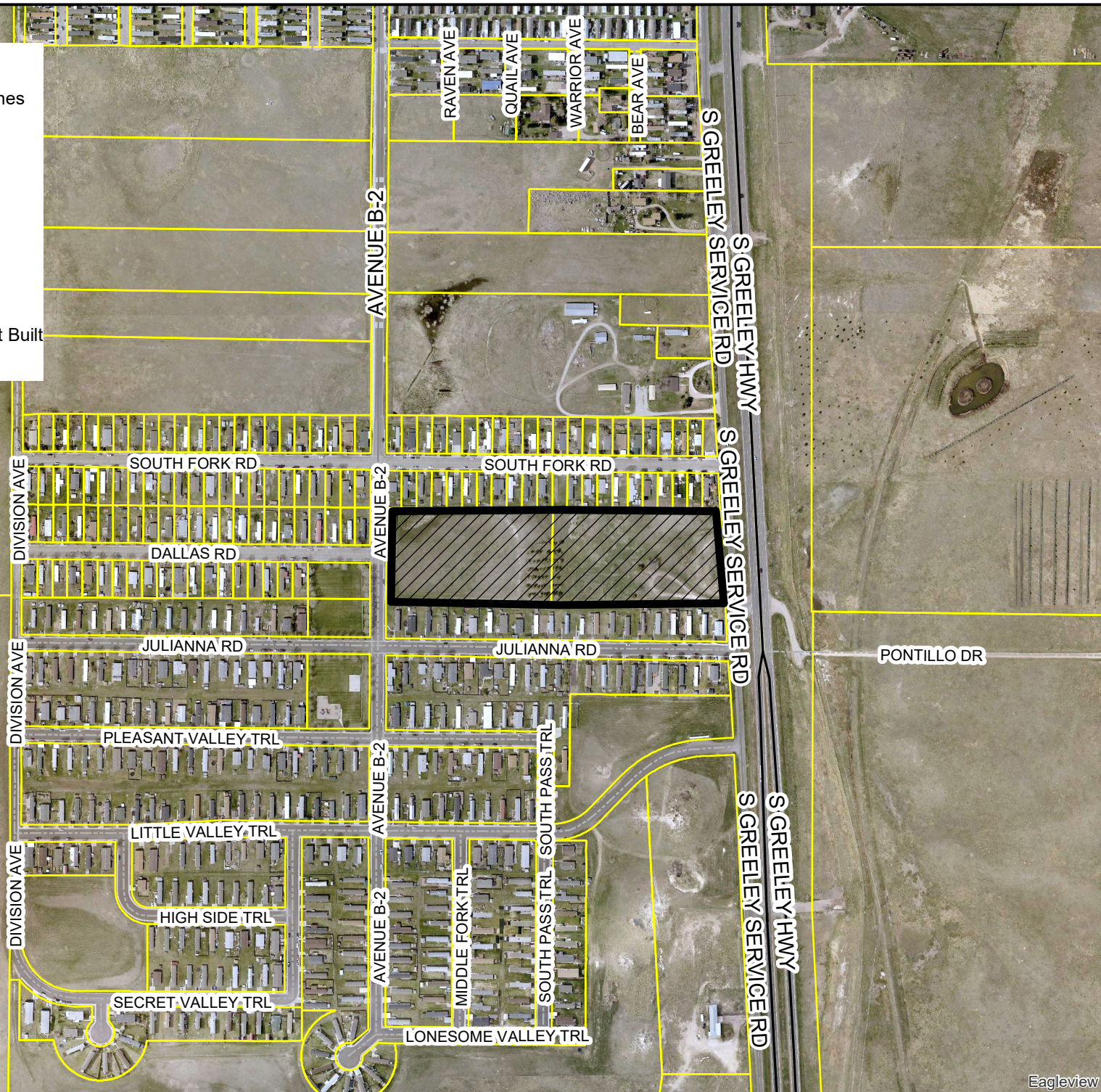
Legend

Property Lines

Streets

Classification

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



Eagleview

Legend

Property Lines

Laramie County, Wyoming



**South Fork
Expansion -
East Site**

**Board
Approval**

PZ-21-00304

Aerial Map

**Subject
Property**



October 2021



0 100 200
Feet

Eagleview

Laramie County, Wyoming



**South Fork
Expansion -
East Site**

**Board
Approval**

PZ-21-00304

**Comprehensive
Plan Map**

**Subject
Property**



November 2021



0 295 590
Feet

Eagleview

Legend

Property Lines

Future Land Use Districts

OTHER

Urban-Rural Interface (URI)

Rural Metro (RM)

Rural Ag Interface (RAI)

Ag & Range Land (AGR)

Streets

Classification

Interstate

Arterial

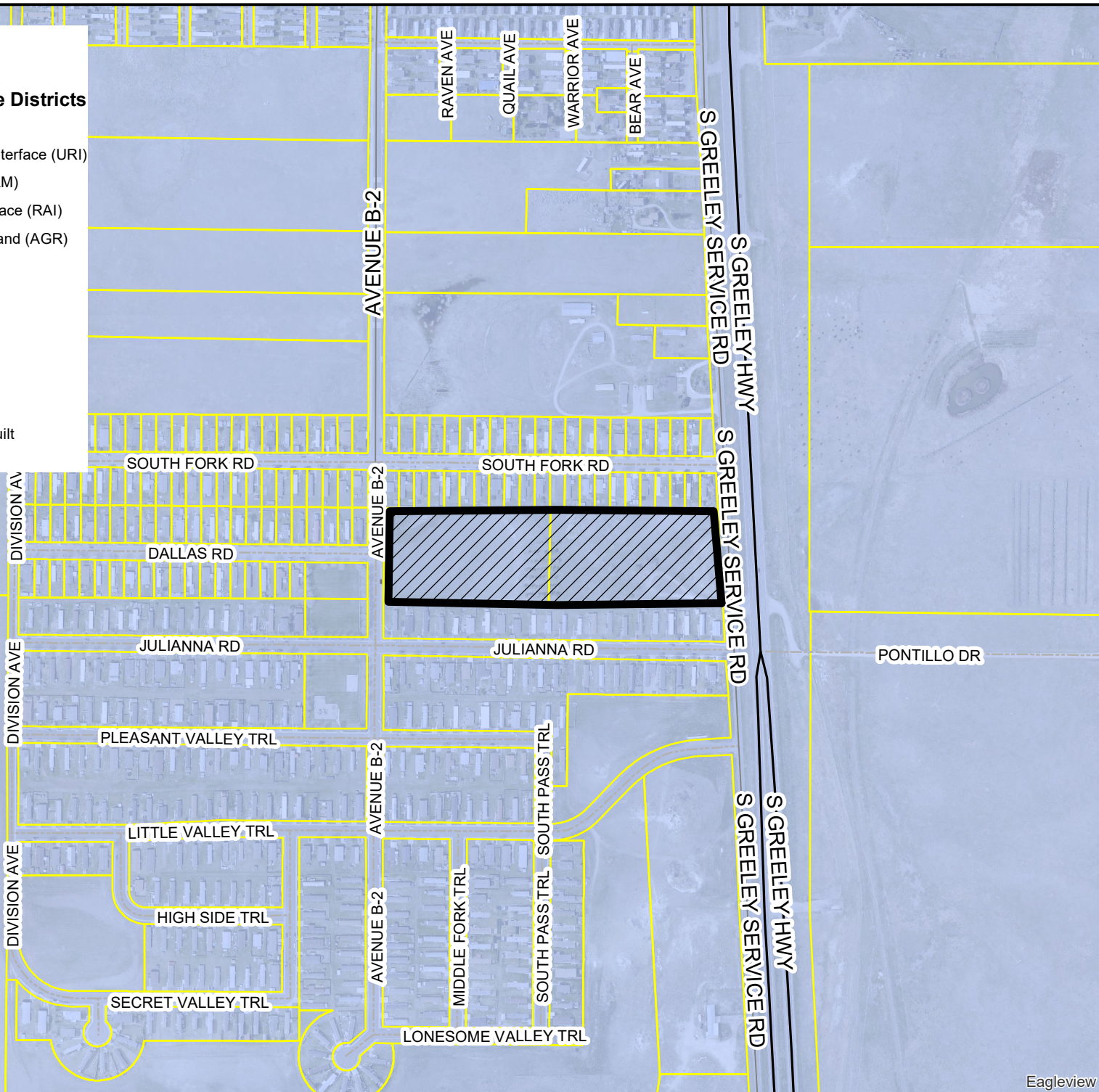
Collector

Local

Platted, Not Built

Private

URI



Laramie County, Wyoming



**South Fork
Expansion -
East Site**

**Board
Approval**

PZ-21-00304

**PlanCheyenne
Map**

**Subject
Property**



November 2021



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Property Lines

Streets

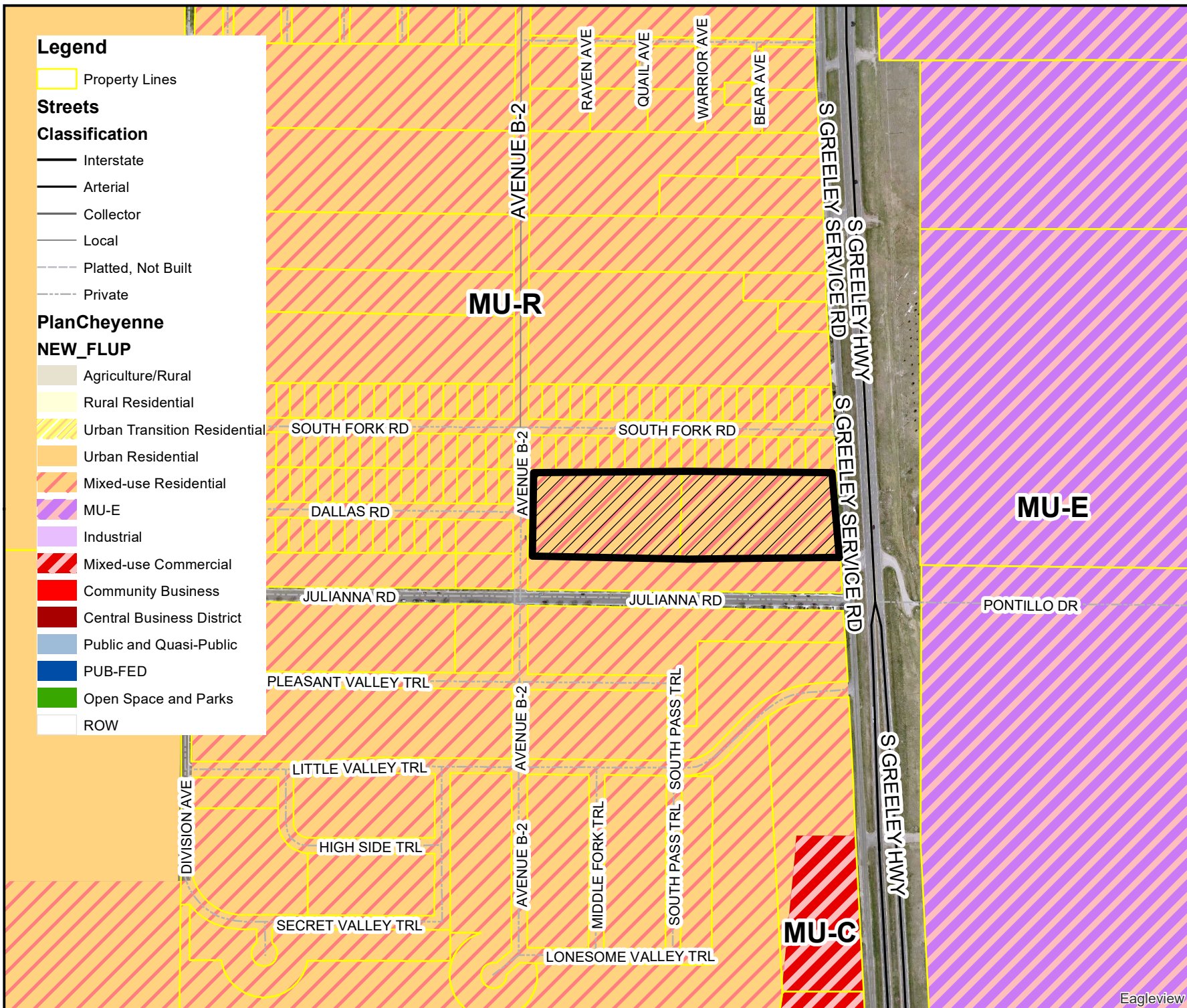
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PlanCheyenne

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



Laramie County, Wyoming



**South Fork
Expansion -
East Site**

**Board
Approval**

PZ-21-00304

Zoning Map

**Subject
Property**



November 2021



0 295 590
Feet

Eagleview

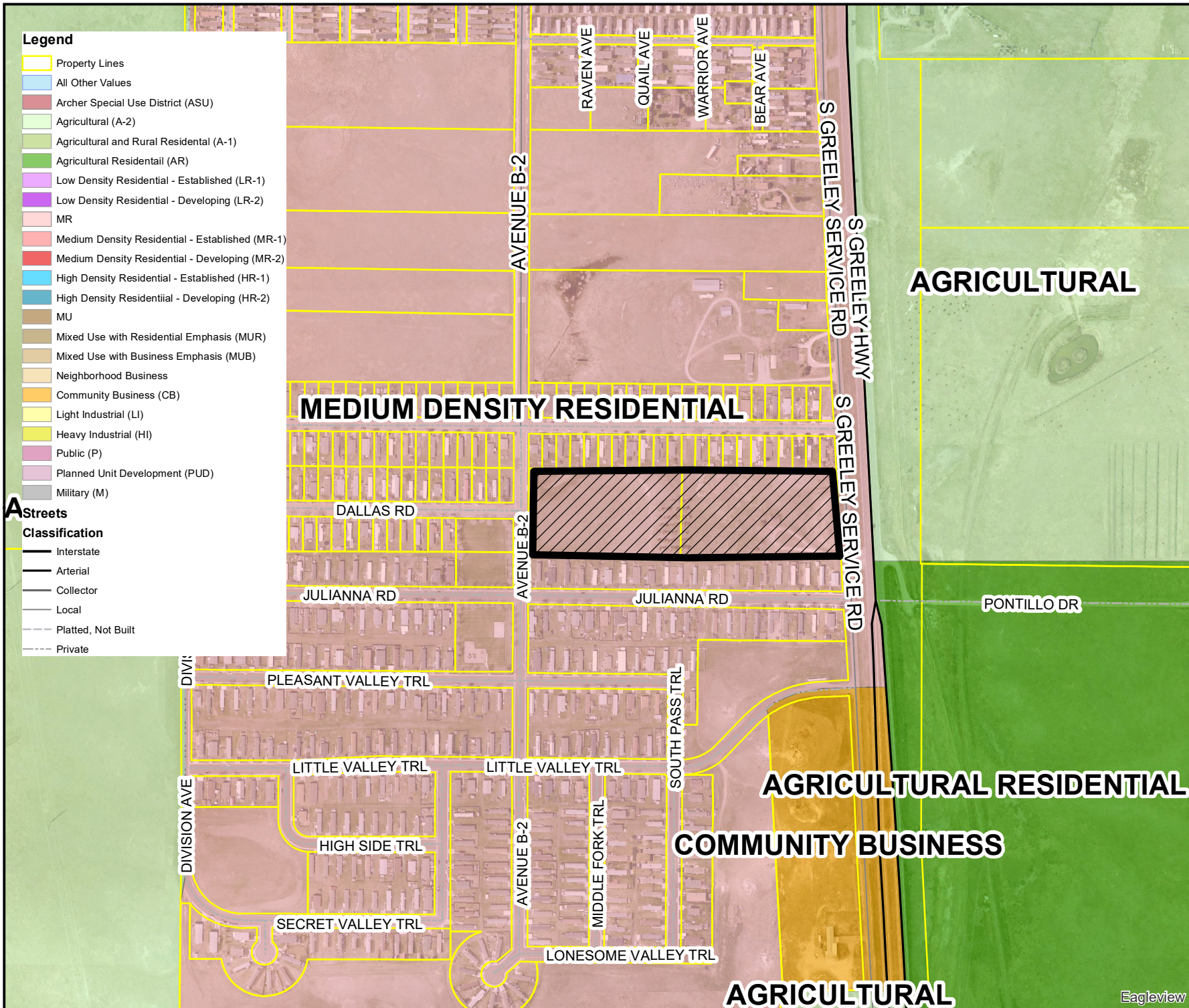
Legend

- Property Lines
- 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)

Streets

Classification

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



Cheyenne MPO: Cheyenne MPO, Christopher Yaney Comments Attached 10/15/2021

1. Prefer to see proposed east-west road shifted to attached to Avenue B-2 instead of S Greeley Service Rd.

County Engineer: County Engineer, Scott Larson Comments Attached 10/25/2021

1. No comment on the Board Approval.

2. If Board Approval is approved, site will need to be platted and a site plan application, with all required information and documentation, will need to be submitted to the County for review and approval.

Fire District No 1: Fire District No. 1, Darrick Mittlestadt Comments Attached 10/12/2021

Meet the 2018 IFC.

Chapter 5, Fire Service Features.

Section 503, access roads, all, pages 73 and 74.

Section 505, Premises Identification, ALL, page 75.

Section 507, Fire Protection Water Supply, Required, pages 75 and 76.

Intraoffice: Planners, Cambia McCollom Comments Attached 10/12/2021

With the development of this project, the existing addresses of 4010 and 4012 S Greeley Hwy would become defunct and be removed, as well as the one on the existing mobile home unit lot that would become a roadway. The proposed roadways included in this project should conform with the unique naming standards we utilize in the County.

South Cheyenne Water & Sewer: South Cheyenne Water & Sewer, Scott Sprakties Comments Attached 10/14/2021

Water and sewer available to project. please contact office for modeling and fee schedules.

Intraoffice: Planners, Kelly Schroeder Comments Attached 10/25/2021

1. Property is currently zoned Medium Density Residential (MR). In the MR district, manufactured housing parks require a Board Approval.

2. If the use is approved, a site plan or subdivision permit & plat application will be required along with all applicable documents and fees.

AGENCIES WITH NO COMMENTS

Cheyenne Planning
Combined Communications Center
County Assessor
County Attorney
County Real Estate Office
Environmental Health

AGENCIES WITH NO RESPONSE

Black Hills Energy
CenturyLink
Cheyenne Development Services
Cheyenne Engineering Services
Cheyenne Urban Planning Office
County Public Works Department
County Treasurer
Emergency Management
Greater Cheyenne Greenway
Sheriff's Office
South Chey Community Dev Assoc
WYDOT



Clearwell, PLLC
2135 Blake Blvd SE
Cedar Rapids, IA 52403
319-654-4911

October 6, 2021

Laramie County Board of Commissioners
310 W. 19th Street
Cheyenne, WY 82001

RE: South Fork Manufactured Home Community Land Use approval request

Laramie County Commissioners:

Thank you for the opportunity to submit this application seeking Land Use approval for the proposed expansion of the South Fork Manufactured Home Community (MHC) located at 4010 S. Greeley Road. The proposed expansion includes the development of 26 new homes, a new road serving these homes, and associated utilities. Attached to this letter is a proposed layout for the expansion project.

Below is the required justification detailing how this application meets the necessary finding as defined in Section 1-2-100 of the Laramie County Land Use Regulations.

1. The proposed use is permitted by Board approval in the proposed location and in conformance with all applicable development standards.
 - a. The property is currently zoned Medium Density Residential, and the proposed use is a manufactured home community. Section 4-2-104 of the Laramie County Land Use Regulations lists manufactured housing parks as a use that requires Board Approval.
2. The proposed use is in general conformance with all other applicable policies adopted by Laramie County.
 - a. The project has been designed according to the current requirements and standards included in the Laramie County Land Use Regulations. Should Land Use approval be granted by the Board, an engineered site plan will be submitted to County Planning Department for review and approval.
3. There is no defined negative impact to the community.
 - a. The expansion area is surrounded on three sides by the existing South Fork MHC. The proposed use is compatible with the existing development. All County Land Use requirements, including lot size and setback requirements will be met with this project.
 - b. All site improvements, including roadway, sanitary sewer, water main, and storm sewer, are proposed to be privately owned and maintained. Approval of the project will not require future maintenance work by the County.
 - c. The expansion has been discussed with the Wyoming Department of Transportation (WYDOT) District 1 Traffic Engineer. WYDOT does not object to

connecting to Greeley Highway Service Road at the proposed location. An WYDOT Access Permit will be secured as part of the Site Plan approval process.

- d. The proposed expansion is expected to generate a total of 130 daily vehicle trips. The AM peak hour and PM peak hour trips are expected to be seven and nine trips respectively. This minimal increase in daily traffic is not anticipated to cause a negative impact to the community.

The proposed development of 26 new manufactured home lots matches the use of the surrounding properties. The development is designed to meet current land use requirements while being compatible with the existing homes adjacent to this property. An engineered site plan will be submitted to the County for approval, should the Land Use request be granted.

This expansion will provide much needed affordable housing to the community while meeting the high standards of the existing South Fork MHC. There are no negative impacts anticipated as the expansion will not generate a significant amount of traffic, and all site improvements are proposed to be privately owned and maintained.

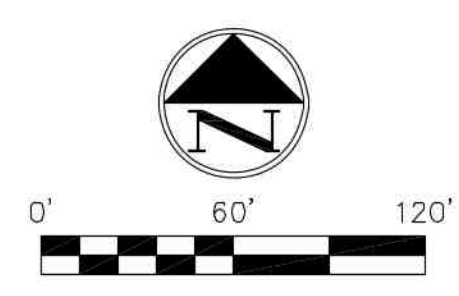
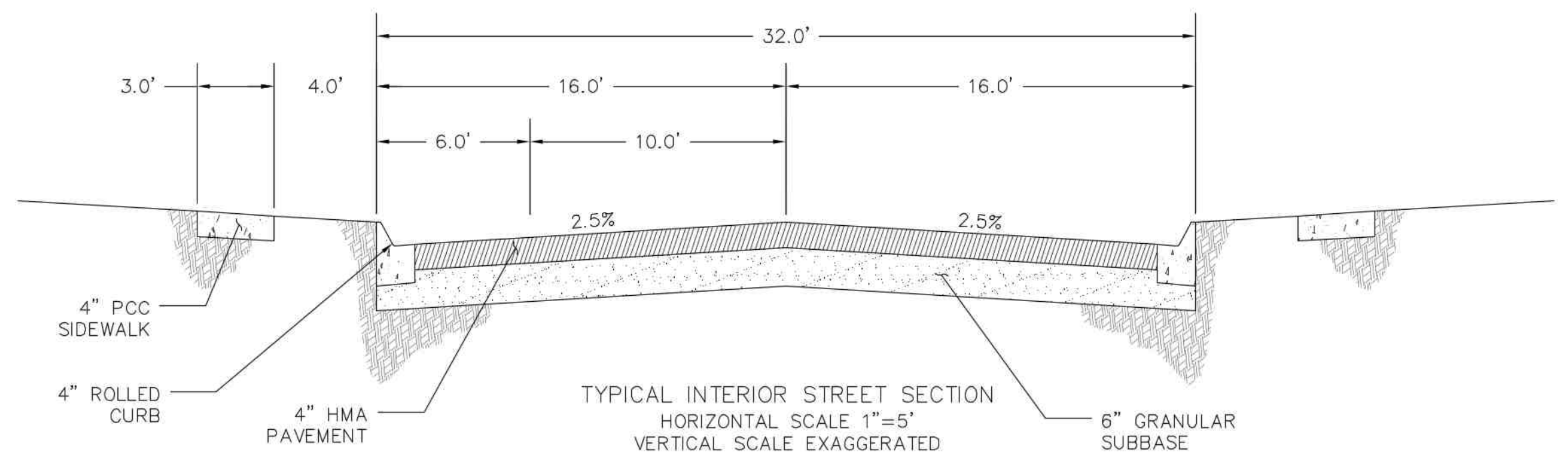
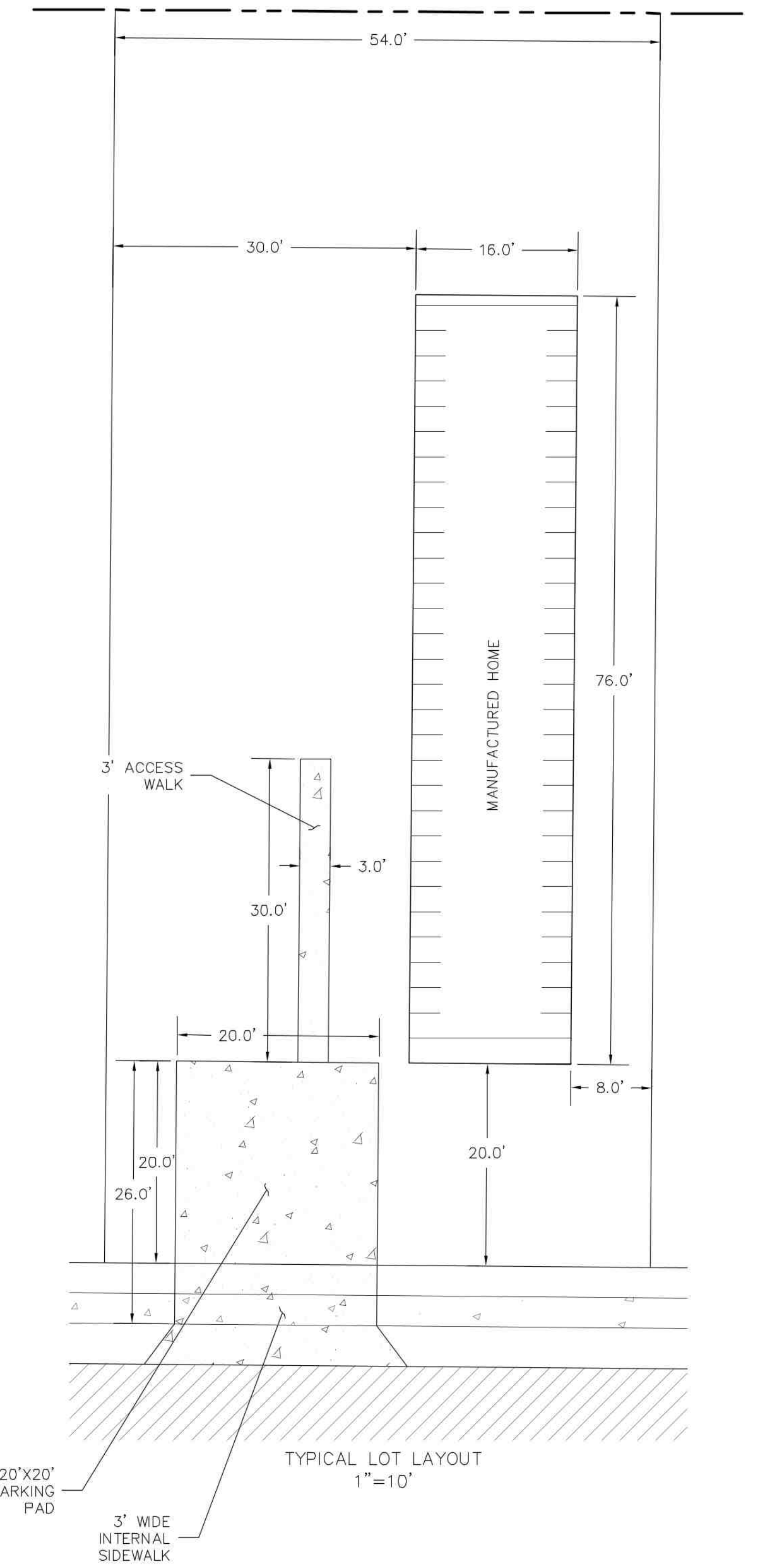
We appreciate your time and consideration of this application.

Sincerely,



Joe Mailander, PE

Clearwell, PLLC



DRAWN BY: **MMB** APPROVED BY: **JWM**
DATE: **October 06, 8:52am**
SOUTH FORK SITE PLAN EAST.dwg | C.01

NO.	REVISION DESCRIPTION	APPROVED	DATE

2135 BLAKE BLVD SE
CEDAR RAPIDS, IOWA 52403
319-654-4911
CLEARWELLENG.COM

CHEYENNE SS HOLDINGS, LLC
SOUTH FORK EXPANSION PROJECT
CHEYENNE, WY

EAST EXPANSION SITE PLAN
C.01

SHEET NO.
C.01

RESOLUTION # _____

**A RESOLUTION FOR BOARD APPROVAL FOR A MANUFACTURED HOUSE PARK
USE, FOR THE W1/2 TRACT 8 & E1/2 TRACT 8 LESS 1.3 ACRES FOR HWY,
WALLICK AND MURRAY TRACTS, LARAMIE COUNTY, WY.**

WHEREAS, Wyoming State Statutes §18-5-101 to 18-5-107; §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 have adopted the Laramie County Land Use Regulations; and

WHEREAS, this application meets the criteria for a Board Approval pursuant to section 1-2-100 of the Laramie County Land Use Regulations; and

WHEREAS, this application is in conformance with section 4-2-104 governing the MR – Medium Density Residential Zone District.

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 meets the criteria for Board Approval pursuant to section 1-2-100(a) of the Laramie County Land Use Regulations; and,
- b. This application is in conformance with Section 4-2-104 of the Laramie County Land Use Regulations governing the MR – Medium Density Residential Zone District.

And that the Board approve the manufactured housing park use for the W1/2 Tract 8 & E1/2 Tract 8 less 1.3 acres for Hwy, Wallick and Murray Tracts, Laramie County, WY with one condition, as shown on attached Exhibit 'A'.

1. A site plan application is required to be submitted and approved prior to start of construction.

PRESENTED, READ, PASSED, 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

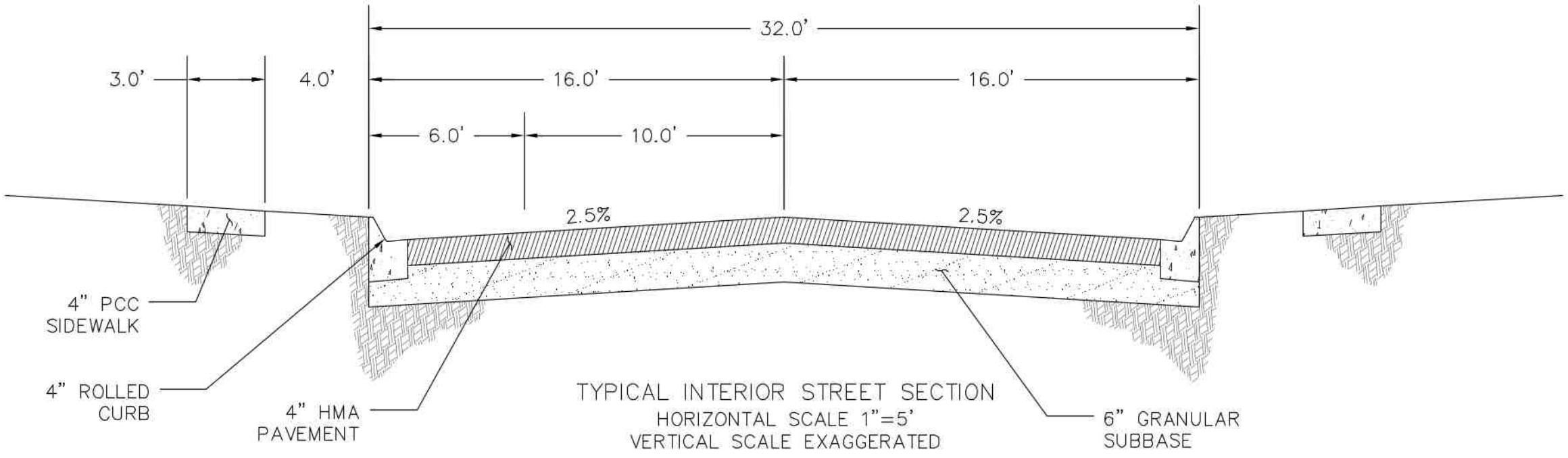
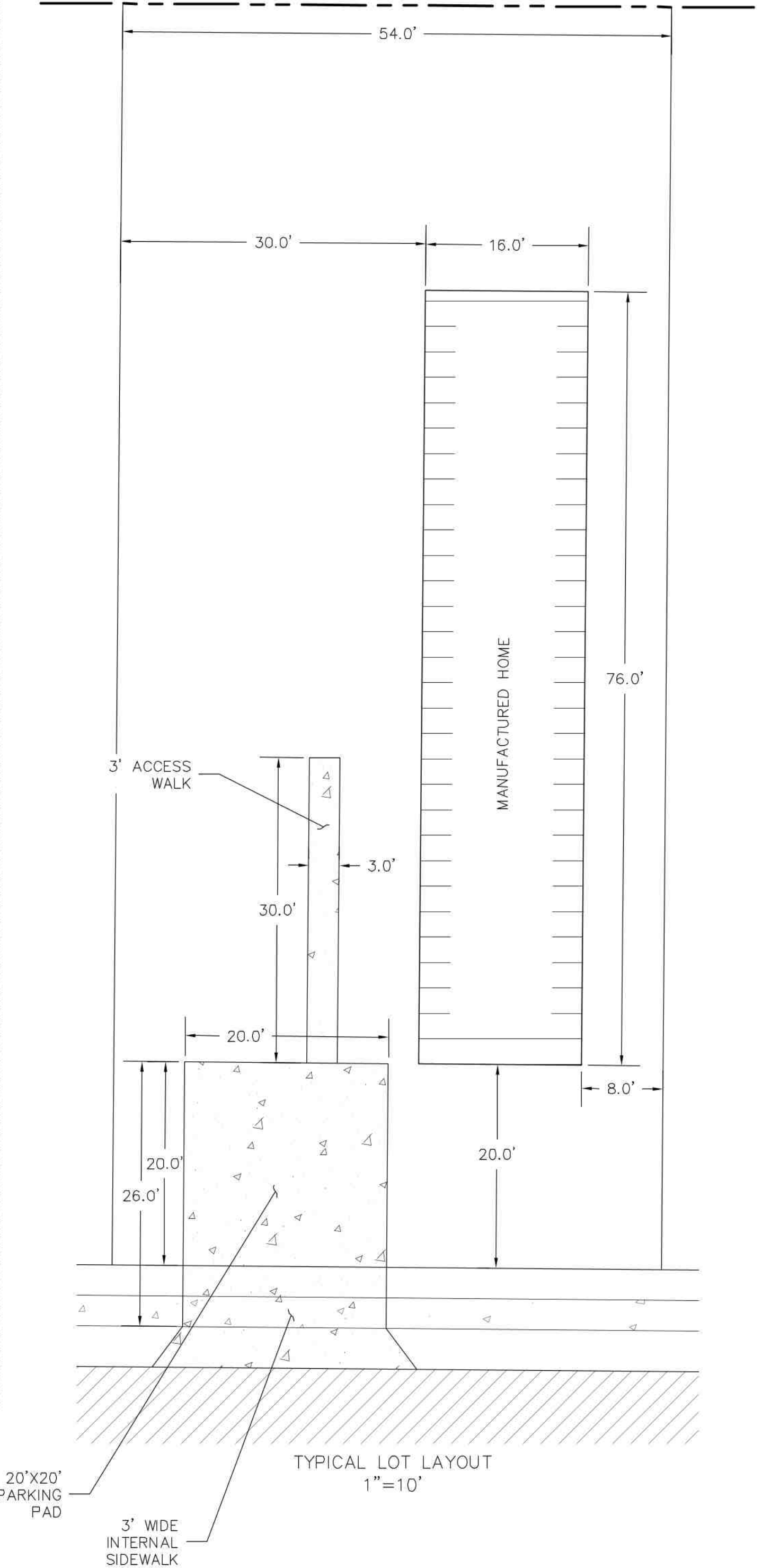
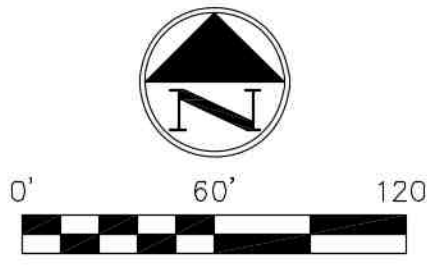


Exhibit 'A'



DRAWN BY: MMB	APPROVED BY: JWM
DATE: October 06, 8:52am	
SOUTH FORK SITE PLAN EAST.dwg C.01	

NO.	REVISION DESCRIPTION	APPROVED	DATE

CLEARWELL

2135 BLAKE BLVD SE
CEDAR RAPIDS, IOWA 52403
319-654-4911
CLEARWELLEN.G.COM

CHEYENNE SS HOLDINGS, LLC
SOUTH FORK EXPANSION PROJECT
CHEYENNE, WY

EAST EXPANSION SITE PLAN
C.01

SHEET NO.
C.01