

**Minutes of the Proceedings**  
**Laramie County Planning Commission**  
**Prepared by the Laramie County Planning & Development Office**  
**Laramie County Wyoming**

Thursday, January 13, 2011

- 110113 00** The Laramie County Planning Commission met in regular session at 3:30 p.m. on Thursday, January 13, 2011.

Those in attendance were: Commissioner Jody Clark, Chairman; Commissioners Jim Ward and Bert Macy; Abby Yenco, Senior Planner; Nancy Trimble, Recording Secretary.

The meeting register was signed by: Lisa Pafford, City of Cheyenne; Justin Louderback of 1760 Duck Creek Ranch Road; Brad Emmons, AVI, PC; Gay Woodhouse, County Commissioner; Rex Dolan of 250 I-25 West Service Road; Gary Hickman, County Environmental Health.

- 01** Review and action of the Final Plat and Subdivision Permit for Swan Ranch Rail Park, 3rd Filing, located in portions of Sections 27, 28, 33 and 34, T.13 N., R.67 W., 6th P.M. Laramie County, WY.

Brad Emmons, agent for the applicant Swan Ranch LLC and Clear Creek Land Co LLC, came forward to present the application information to the commission members. He explained that there were 7 tracts, with 1 block that abuts the railroad tracks, and 1 that abuts Interstate 25. The block on the interstate would have more commercial development, while the other block would facilitate railroad access. Mr. Emmons asked if the commissioners had any questions of him at this time.

Commissioner Clark asked for the staff report. Ms. Yenco stated the applications were submitted for the purpose of continuing to prepare for industrial development. She outlined that the preliminary plat was acknowledged on January 14, 2010 by the Planning Commission, and on February 1, 2010 by the Board of County Commissioners, and confirmed that this application was in conformance with the preliminary plat, as well as Plan Cheyenne. She stated that the requirements outlined in Wyoming DEQ Statute 18.5.306 have been met. Based on evidence, staff recommends that the Planning Commission find the application meets the criteria of a final plat and subdivision permit, and that the commission recommend approval to the Board of County Commissioners for the final plat.

Commissioner Clark opened the hearing to the public for comment. Rex Dolan, of 250 I-25 West Service Road, came forward to ask for clarification if there had been changes in the plat from the original. Mr. Emmons responded that fundamentally no, maybe some lot line adjustments. He stated that the PUD, which was the next action on the meeting agenda, would show more changes, but this one reflected just one more lot. Mr. Dolan asked if he could present his questions now, instead of having to readdress the commission.

**110113**

He asked if basically the main reason for the PUD zone change request was to change the number of trees to be planted versus what was required in the current zoning? Commissioner Clark stated that the question would be addressed by Brad Emmons during the public hearing of the zone change.

Hearing no further comment, Commissioner Clark closed the public hearing, and moved to go to discussion among the members and make a motion on the action. Commissioner Ward motioned to recommend approval with conditions 1 and 2 as written in the staff report. Commissioner Macy seconded the motion, and it passed unanimously 3 - 0.

**02** Review and action of a change in Zone district from CB (Community Business) and LI (Light Industrial) to PUD (Planned Unit Development) for Swan Ranch Rail Park.

Brad Emmons, agent for applicant Swan Ranch LLC and Clear Creek Land Co LLC, stated the purpose of the application was for a change in zone district. There were a few changes made from the preliminary PUD that the County Planning department had requested. He outlined that one change was to make availability for lots to be zoned for open space within the Swan Ranch Rail Park area. Another change prohibited uses such as fireworks operations and adult entertainment completely from the zone. He stated that the PUD zone would also limit height on buildings. For a structure above 50 feet in height, an approval process would be required, with an exemption for a structure such as a water tower. Another benefit of the zone change would be a reduction in landscape requirements. The current zone district requires 1 tree per 500 square feet, where as, the new one would use a percentage of the site area divided by 1,000 square feet, which would reduce the landscape requirements for planting. He also mentioned the signage section of the PUD, with clarification that off-premise signage was not allowed in the county, and their intention was to put up Swan Ranch and wayfinding signs, which the zone change would facilitate. Mr. Emmons then passed out design guidelines for those signs, which he had just obtained, to the commission members, Mr. Dolan, Gay Woodhouse, Abby Yenco, and members of the audience. He stated that the signage size would be added to the PUD once it had been finalized, as they were still working with the architect. Mr. Emmons stated he thought he had covered the major items, adding that a category had been inserted as a sub-item about development agreements occurring within the development.

Commissioner Clark asked for the staff report. Ms. Yenco stated the purpose was to evaluate the Swan Ranch Rail Park PUD before the commission. She outlined that on November 18, 2010, the commission had approved the preliminary PUD, and that there had been a few adjustments, but basically the document was the same as the preliminary that the commission had approved. She stated the intent was always to come back to a PUD zone district, and the proposed land use regulations had been considered in order to anticipate some of the items in the PUD to correspond with the regulations. Staff found the zone district in conformance with PlanCheyenne. She

**110113**

explained the PUD was intended to provide high quality signage and site development, and to follow along with the gateway to the community, as it was established in that area already. Landscaping would be placed as screening to the public view of the property, versus internally where it was not as appropriate. Staff recommended for the Planning Commission approval of the final PUD.

Commissioner Clark asked commission members if there were any questions. Hearing no discussion, she opened the hearing to the public. Commissioner Clark addressed Mr. Dolan as to whether his questions had been answered. He responded that yes, his questions were answered. Hearing no further comment, Commissioner Clark closed the public hearing, and opened the meeting for discussion and motion. Commissioner Macy motioned to approve the final PUD as written, with a second made by Commissioner Ward. The motion passed with a vote of 3 - 0.

**03 Review and action of revisions to Laramie County's Land Use Regulations.**

Abby Yenco reviewed the general changes to date, displayed the flow chart, and stated that there were maps that had been integrated, as had been requested by commission members. She added that there was also some flexibility in road standards, to make sure they could be tailored to a specific area. Staff was asking for any more comments, so a discussion could take place, and the proposed regulations could go before the Planning Commission on January 27, 2011 for recommendation to the Board. Ms. Yenco said if more time was needed, a meeting could be set up for the next week, but the plan was to come back on January 27th, with the intention of moving forward to the Board of County Commissioners. She asked if there were any questions.

Commissioner Clark asked about Commissioner Cole's previous concern about the legal ad notice. Ms. Yenco answered that a legal ad was published in the Wyoming Tribune Eagle on December 7, 2010 for both the January 27, 2011 Planning Commission meeting and the Board of County Commissioners February 15, 2011 meeting. Therefore, the 45-day notice had been given. Rex Dolan asked about viewing a copy of the proposed regulations. Ms. Yenco said a copy was located on the County FTP site, and she would show him where it was located, or email the information directly to him. Commissioner Clark asked if there were any other questions.

Commissioner Clark asked if a motion was needed at this time. Ms. Yenco responded that it was not required until the January 27th meeting, and that this hearing was just for any additional comments/concerns. Commissioner Ward said that the January 27th time frame should be fine, and Commissioner Clark concurred, and commented that the regulations had been updated in response to comments received at previous meetings. Ms. Yenco said that there was one additional item that needed updating. She stated that when writing the Swan Ranch Rail Park PUD, Brad Emmons had noticed the landscaping section had conflicts. She clarified that the change would show

**110113** on the track changes version coming before the Planning Commission on the 27th.

Commissioner Clark addressed Lisa Pafford in the audience, and asked if the City had any questions, and received a response of no. Commissioner Macy asked Abby Yenco if the oil regulations were still a work-in-progress. Ms. Yenco stated that they were, and that there was the potential for more public meetings, in order to make sure the needs of the County, operators, and citizens are all satisfied. She stated there was a reserved section, but that a formal rulemaking through the Planning Commission was required, so there would still be the opportunity to make comments.

Commissioner Clark asked about John Ware's concern expressed at the last meeting. Ms. Yenco said she would check on it and provide an answer at the next meeting. Commissioner Clark asked if surveying and such were still going through the Oil & Gas Commission? Ms. Yenco responded that with drilling operations, the Oil & Gas Commission had jurisdiction. Commissioner Clark clarified she wanted to know where to direct the public with their concerns.

Commissioner Clark asked if there were more comments. As there were no further comments, the meeting was closed at 4:00 pm.