

AGENDA
Laramie Planning Commission
Monday, April 13, 2026 at 4:30 PM
City Council Chambers, City Hall
406 Ivinson Avenue, Laramie, WY

The Planning Commission meetings are open to the public. Requests from person with disabilities must be made to the Planning Division 24 hours in advance of the meeting.

<https://zoom.us/j/713514851?pwd=aGhXNkNQeXZOTnRrUFRXTjhxYjZ3QT09>

Meeting ID: 713 514 851 Password: 648198

One tap mobile: +13462487799,,713514851# US
(Houston), +16699009128,,713514851# US (San Jose) or Dial by your location, +1
346 248 7799 US (Houston), +1 669 900 9128 US (San Jose), +1 253 215 8782 US
(Tacoma), +1 312 626 6799 US (Chicago), +1 646 558 8656 US (New York), +1 301
715 8592 US (Germantown)

- 1. Call To Order/Roll Call**
 - 2. Approval Of Agenda And Minutes**
 - 2.A. Changes And Approval Of Agenda**
 - 2.B. Planning Commission Meeting Minutes**
 - 2.B.i. LPC Minutes 03.23.2026**
- Documents:
- [LPC Minutes 3-23-26.Pdf](#)
- 3. Citizen Comments - Non-Agenda Related Topics – No Action Can Be Taken**
 - 4. Planning Commission And Staff Reports And Comments**
 - 5. Disclosures – Ex-Parte Communications; Potential Conflicts Of Interest**
 - 6. Current Planning Projects**
 - 6.A. Old Business:**
 - 6.B. New Business:**
 - 6.B.i. 2026 Submittal Schedule**

Recommendation: Recommend Approval of Submittal Schedule 2026 as Submitted.

Prepared by: Joseph Shahidi, Planner II

Documents:

[Planning Submittal Schedules 2026.Pdf](#)

6.B.ii. CUP-25-0015: Take 5 Oil

REQUEST: A Conditional Use Permit for the construction and operation of an Automobile Service Station (Minor Repairs Included) within the B2 Zoning District

LOCATION: 306 E Gibbon

APPLICANT: Mitchell Monnin (Burkhardt Engineering)

OWNER(s): Madewell Companies

ZONING: Business (B2)

PREPARED BY: Joseph Shahidi, Planner II

Documents:

[CUP-25-0015 Staff Report.pdf](#)

[Cover Letter-2025-12-23 - Take 5 - Project Cover Letter_V1.Pdf](#)

[Vicinity Map-2025-12-23 Take-5 - Vicinity Map_V1.Pdf](#)

[2026-03-09 - Site Improvement Plan - Take 5 - Laramie, WY.pdf](#)

[2026-03-09 - Civil Landscape Plan - Take 5 - Laramie, WY.pdf](#)

6.B.iii. A-26-0001: De-Annexation: Engelskirger Tracts 1 & 2 (West Slope Subdivision)

FILE: A-26-0001: De-Annexation: Engelskirger Tracts 1 & 2 (West Slope Subdivision)

REQUEST: De-Annexation of approximately 80 acres of land

LOCATION: North of Laramie Ridge Estates 8th Addition (Northview St.), west of 30th Street.

APPLICANT(S)/AGENT: Carson Engelskirger & Danielle Engelskirger

OWNER: Carson Engelskirger & Danielle Engelskirger; Engel Land LLC

PURPOSE: De-Annexation of approximately 80 acres from the City of Laramie and return to Albany County jurisdiction

CURRENT ZONING: LR (Limited Single-Family Residential), R2 (Limited Multi-Family), R3 (Multi-Family)

PREPARED BY: Philipp Gabathuler, AICP, Planning Manager

Documents:

[A-26-0001 Staff Report Planning Commission.pdf](#)
[A-26-0001 Vicinity Map.pdf](#)
[A-26-0001 De-Annexation Petition.pdf](#)
[A-26-0001 De-Annexation Report_Albany County Planning.pdf](#)

7. Long Range Planning Projects

8. Variances (Sitting As Board Of Adjustment)

(Swearing in of witnesses)

8.A. VAR-26-0001: Prairie West Estates Expansion

REQUEST: The following variances are requested from Laramie Municipal Code 15.14.140.A.3 (Minimum Community Size), 15.14.140.A.4 (Perimeter Landscaping), 15.14.140.A.5 (Screening Requirements), 15.14.140.A.6.a, 15.14.140.B.2 (Permitted Accessory Buildings Within a Manufactured Home Park)

PROJECT LOCATION: 2260 Franklin Street

OWNER: Prairie West Estates, LLC

APPLICANT: Christie Roberts, DWEL inc.

CURRENT ZONING: R2M (Limited Multi-Family with Independent Manufactured Homes) Zoning District

PREPARED BY: Joseph Shahidi, Planner II

Documents:

[VAR-26-0001 Staff Report.pdf](#)
[VAR-26-0001 Vicinity Map.pdf](#)
[VAR-26-0001 Cover Letter.pdf](#)
[VAR-26-0001 Site Plan.pdf](#)

9. Adjourn

**CITY OF LARAMIE, WYOMING
LARAMIE PLANNING COMMISSION REGULAR MEETING MINUTES
CITY HALL COUNCIL CHAMBERS, 406 IVINSON AVE, LARAMIE, WY 82070**

MARCH 23, 2026

1. CALL TO ORDER

Meeting was called to order by Chair Mattimore at 4:30 p.m.

Members present: Sharon Buccino, Kendra Bull, Jana Heisler-White, Chris Moody (virtual), Donal O'Toole, Jake Schneider, and Tom Mattimore.

Members absent: none.

Council Liaison: Matt Lockhart (present)

Staff Present: Derek Teini, Community and Economic Development Director; Philip Gabathuler, Planning Manager; Joseph Shahidi, Planner II; Todd Feezer, City Manager; Ryan Shoefelt, Deputy City Clerk; and Lucas Whitt, Chief Building Official.

2. APPROVAL OF AGENDA AND MINUTES

2.A. Changes and Approval of Agenda

A. MOTION BY BUCCINO, seconded by Mattimore, to amend the Agenda as follows:

Under new business Item #6.B.i to reflect Todd Feezer as City Manager.

MOTION CARRIED by voice vote.

B. MOTION BY BUCCINO, seconded by Schneider, that the Agenda was approved as amended.

MOTION CARRIED by voice vote.

2.B. Planning Commission Meeting Minutes

2.B.i. LPC Minutes 2.23.2026

MOTION BY SCHNEIDER, seconded by Mattimore, to approve the minutes from February 23, 2026.

MOTION CARRIED by voice vote.

3. CITIZEN COMMENTS - Non-Agenda Related Topics – No Action Can Be Taken

Public comment received from Wendi Chapman.

4. PLANNING COMMISSION AND STAFF REPORTS AND COMMENTS

Philipp Gabathuler- Forge Exchange is open until the end of the month. Shared the new development signs.

Derek Teini- Downtown Development Plan, includes multiple events Wednesday through Friday to engage with the consultants, Downtown Development Authority members, downtown businesses, and

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MARCH 23, 2026

community members. Follow the link <https://cityoflaramie.org/324/Downtown-Development-Authority> on the city website to the survey and schedule of events. Joint work session with Council on April 14th to discuss the Downtown Development Plan.

Donal O'Toole- The new park signs look nice and was a job well done.

5. DISCLOSURES - Ex-parte communications; potential conflicts of interest

Donal and Tom met with Director Teini for more information about the blight designation.

6. CURRENT PLANNING PROJECTS

6.A. OLD BUSINESS: No items.

6.B. NEW BUSINESS:

6.B.i. RESOLUTION 2026-04 – West Side Urban Renewal Plan and Project

FILE: RESOLUTION 2026-04 – West Side Urban Renewal Plan and Project

REQUEST: A Resolution recommending establishment of an Urban Renewal Plan and Project Area for the West Side Site, AKA 4G Property.

LOCATION: A tract in the E ½ of Section 32, Township 16 North, Range 73 West, of the 6th P.M., Albany County, Wyoming

APPLICANT: City of Laramie

PURPOSE: To recommend approval of the West Side Plan and Project

PREPARED BY: Todd Feezer, City Manager & Derek T Teini, AICP, Community and Economic Development Director

Public comments received from the following:

Brett Glass, Merav Ben-David, Anne Brande, Florence Sanchez do Couto, Wendi Chapman, Chavawn Kelley, and Eric Henderson.

MOTION BY MATTIMORE, seconded by Heisler-White, to postpone Resolution 2026-04, the West Side Urban Renewal Plan and Project to the April 27th meeting.

MOTION CARRIED by voice vote.

6.B.ii. TA-26-01: UDC Text Amendment Update – Building Codes

FILE: TA-26-01: UDC Text Amendment Update – Building Codes

REQUEST: An amendment to multiple Sections within Title 15 of the City of Laramie Municipal Code

APPLICANT: City of Laramie

PURPOSE: To update Laramie Municipal Code as a necessary, regular practice and to address comments provided by the contracting community related to building codes

PREPARED BY: Lucas Whitt, Chief Building Official

MOTION BY SCHNEIDER, seconded by Bull, to recommend that the City Council approve amendments to LMC Title 15 for the purpose of updating, amending, adding and deleting select sections of the ICC 2024 Code within the city code as recommended by staff.

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CITY HALL COUNCIL CHAMBERS, 406 IVINSON AVE, LARAMIE, WY 82070**

MARCH 23, 2026

No public comment received.

MOTION CARRIED by voice vote.

7. LONG RANGE PLANNING PROJECTS

No items.

Planning Commission recessed at 5:41 pm.
Planning Commission reconvened at 5:45 pm.

MOTION BY O'TOOLE, seconded by Schneider, to adjourn as Planning Commission and reconvene as Board of Adjustment.

MOTION CARRIED by voice vote.

Planning Commission adjourned at 5:45 pm.
Board of Adjustment convened at 5:45 pm.

8. VARIANCES (sitting as Board of Adjustment)

(Swearing in of witnesses.)

8.A. VAR-25-0011: Neighbors of Laramie River Request for Relief from Section 15.14.140.A.6.B of Laramie Municipal Code

FILE: VAR-25-0011: Neighbors of Laramie River Request for Relief from Section 15.14.140.A.6.b of Laramie Municipal Code

REQUEST: The following variances are requested from Laramie Municipal Code 15.14.140.A.6.b (Setbacks for manufactured Home Communities)

PROJECT LOCATION: 1664 Cedar St

OWNER: Neighbors of Laramie River LLC, a WY LLC

APPLICANT: Jeffery T. Van Fleet, Brown & Hiser LLC

CURRENT ZONING: B1 (Limited Business) Zoning District

PREPARED BY: Joseph Shahidi, Planner II

MOTION BY BUCCINO, seconded by O'Toole, to deny the requested variance from Laramie Municipal Code 15.14.140.A.6, which would permit the applicant to encroach on setback requirements for manufactured home communities, located at 1664 Cedar St, based on findings of fact and conclusions of law.

No public comment received.

Roll call showed Aye: Buccino, Bull, Heisler-White, Moody, and O'Toole. Nay: Schneider and Mattimore. Absent: None. MOTION CARRIED.

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MARCH 23, 2026

9. ADJOURN

MOTION BY MOODY, seconded by O'Toole, to adjourn as Board of Adjustment.

MOTION CARRIED by voice vote.

Meeting adjourned at 7:12 p.m.

APPROVED:

Tom Mattimore, Planning Commission Chair

Date

Derek Teini, Community and Economic Development Director

Date

Planning Division

Submittal Schedules Sheets 1-3

Prepared for 2026 Calendar Year

All applications and schedules are available online at:

www.CityOfLaramie.org/PlanningApplications

Sheet 1

CPA - Comprehensive Plan Amendment

FP - Final Plat

PP - Preliminary Plat

Sheet 2

CUP - Conditional Use Permit

VAR - Variance

Administrative Appeal

Sheet 3

PPUD - Preliminary Planned Unit Development

TA - Text Amendment

VAC - Vacation of Public Way

Z - Rezoning

A - Annexation

CITY OF LARAMIE

Planning Division

2026 Application Submittal Schedule

Subject to revision; please check with staff.

Applications are accepted by appointment only, please call 307-721-5207 to schedule.

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CPA - Comprehensive Plan Amendment

FP - Final Plat

PP - Preliminary Plat

CPA - Comprehensive Plan Amendment
 PP - Preliminary Plat
 FP - Final Plat

Submittal Schedule for:

Staff Review and Referral			
Days from Submittal to Completion	Date Completed Application Submitted By:	Departmental Review Completion Date	Project Review Committee Meeting
70	25-Nov-25	16-Dec-25	17-Dec-25
70	9-Dec-25	30-Dec-25	31-Dec-25
70	23-Dec-25	13-Jan-26	14-Jan-26
70	6-Jan-26	27-Jan-26	28-Jan-26
77	20-Jan-26	10-Feb-26	11-Feb-26
63	3-Feb-26	24-Feb-26	25-Feb-26
70	24-Feb-26	17-Mar-26	18-Mar-26
70	10-Mar-26	31-Mar-26	1-Apr-26
70	24-Mar-26	14-Apr-26	15-Apr-26
70	7-Apr-26	28-Apr-26	29-Apr-26
77	21-Apr-26	12-May-26	13-May-26
64	4-May-26	25-May-26	26-May-26
70	26-May-26	16-Jun-26	17-Jun-26
70	9-Jun-26	30-Jun-26	1-Jul-26
70	23-Jun-26	14-Jul-26	15-Jul-26
70	7-Jul-26	28-Jul-26	29-Jul-26
70	28-Jul-26	18-Aug-26	19-Aug-26
70	11-Aug-26	1-Sep-26	2-Sep-26
70	25-Aug-26	15-Sep-26	16-Sep-26
70	8-Sep-26	29-Sep-26	30-Sep-26
70	22-Sep-26	13-Oct-26	14-Oct-26
70	6-Oct-26	27-Oct-26	28-Oct-26
70	27-Oct-26	17-Nov-26	18-Nov-26
70	10-Nov-26	1-Dec-26	2-Dec-26
70	24-Nov-26	15-Dec-26	16-Dec-26
70	8-Dec-26	29-Dec-26	30-Dec-26
70	22-Dec-26	12-Jan-27	13-Jan-27
70	5-Jan-27	26-Jan-27	27-Jan-27

The comments provided are based upon the information submitted during each round of review. The city reserves the ability to review, re-review and provide new and/or additional comments related to this application that were not included in previous rounds of review comments regardless of the information re-submitted in subsequent submittals. For all resubmittals, a complete resubmittal package must be provided, including all reports, plans, drawings, etc. as required by the application type, regardless of changes to the documents or not.

Approval Process			
Letters and Publications	Planning Commission/ Public Hearing	Letters and Publications	City Council Meeting First Reading
25-Dec-25	12-Jan-26	15-Jan-26	3-Feb-26
8-Jan-26	26-Jan-26	29-Jan-26	17-Feb-26
22-Jan-26	9-Feb-26	12-Feb-26	3-Mar-26
5-Feb-26	23-Feb-26	26-Feb-26	17-Mar-26
19-Feb-26	9-Mar-26	12-Mar-26	7-Apr-26
5-Mar-26	23-Mar-26	26-Mar-26	7-Apr-26
26-Mar-26	13-Apr-26	16-Apr-26	5-May-26
9-Apr-26	27-Apr-26	30-Apr-26	19-May-26
23-Apr-26	11-May-26	14-May-26	2-Jun-26
7-May-26	25-May-26	28-May-26	16-Jun-26
21-May-26	8-Jun-26	11-Jun-26	7-Jul-26
3-Jun-26	22-Jun-26	25-Jun-26	7-Jul-26
25-Jun-26	13-Jul-26	16-Jul-26	4-Aug-26
9-Jul-26	27-Jul-26	30-Jul-26	18-Aug-26
23-Jul-26	10-Aug-26	13-Aug-26	1-Sep-26
6-Aug-26	24-Aug-26	27-Aug-26	15-Sep-26
27-Aug-26	14-Sep-26	17-Sep-26	6-Oct-26
10-Sep-26	28-Sep-26	1-Oct-26	20-Oct-26
24-Sep-26	12-Oct-26	15-Oct-26	3-Nov-26
8-Oct-26	26-Oct-26	29-Oct-26	17-Nov-26
22-Oct-26	9-Nov-26	12-Nov-26	1-Dec-26
5-Nov-26	23-Nov-26	26-Nov-26	15-Dec-26
26-Nov-26	14-Dec-26	17-Dec-26	5-Jan-27
10-Dec-26	28-Dec-26	31-Dec-26	19-Jan-27
24-Dec-26	11-Jan-27	14-Jan-27	2-Feb-27
7-Jan-27	25-Jan-27	28-Jan-27	16-Feb-27
21-Jan-27	8-Feb-27	11-Feb-27	2-Mar-27
4-Feb-27	22-Feb-27	25-Feb-27	16-Mar-27

NOTES
<p>*City Counsel does not meet on the 5th Tuesday of the Month or on election days; City Offices are closed on the following dates:</p> <p>January 1, 2026 February 16, 2026 March 31, 2026 - 5th Tuesday May 25, 2026 June 30, 2026 - 5th Tuesday July 4, 2026 August 31, 2026 - 5th Tuesday September 7, 2026 September 29, 2026 - 5th Tuesday November 3, 2026 November 11, 2026 November 26 & 27, 2026 December 25, 2026 December 29, 2026 - 5th Tuesday March 30, 2027 - 5th Tuesday June 29, 2027 - 5th Tuesday August 31, 2027 - 5th Tuesday September 29, 2027 - 5th Tuesday November 30, 2027 - 5th Tuesday December 29, 2027 - 5th Tuesday</p>

- The above schedule is tentative and may be affected by the Planning Commission and/or the City Council choosing to postpone projects to address issues identified during the process.
- If revisions to the project are requested or if it is determined that additional information is required, at staff's discretion, the application may repeat the "Staff Review and Referral" period, prior to scheduling the Planning Commission Public Hearing.
- All meetings noted in the "Approval Process" should have representation by the applicant or his or her agent. Items may be recommended for postponement if no representative is present at the meeting.

CITY OF LARAMIE
Planning Division
2026 Application Submittal Schedule

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Sheet 2

CUP - Conditional Use Permit

VAR - Variance

Submittal Schedule for:
 CUP - Conditional Use
 VAR - Variance
 Permit

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48	3-Feb-26	24-Feb-26	25-Feb-26
48	24-Feb-26	17-Mar-26	18-Mar-26
48	10-Mar-26	31-Mar-26	1-Apr-26
48	24-Mar-26	14-Apr-26	15-Apr-26
48	7-Apr-26	28-Apr-26	29-Apr-26
48	21-Apr-26	12-May-26	13-May-26
49	4-May-26	25-May-26	26-May-26
48	26-May-26	16-Jun-26	17-Jun-26
48	9-Jun-26	30-Jun-26	1-Jul-26
48	23-Jun-26	14-Jul-26	15-Jul-26
48	7-Jul-26	28-Jul-26	29-Jul-26
48	28-Jul-26	18-Aug-26	19-Aug-26
48	11-Aug-26	1-Sep-26	2-Sep-26
48	25-Aug-26	15-Sep-26	16-Sep-26
48	8-Sep-26	29-Sep-26	30-Sep-26
48	22-Sep-26	13-Oct-26	14-Oct-26
48	6-Oct-26	27-Oct-26	28-Oct-26
48	27-Oct-26	17-Nov-26	18-Nov-26
48	10-Nov-26	1-Dec-26	2-Dec-26
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22-Jan-26	9-Feb-26	
5-Feb-26	23-Feb-26	
19-Feb-26	9-Mar-26	
5-Mar-26	23-Mar-26	
26-Mar-26	13-Apr-26	
9-Apr-26	27-Apr-26	
23-Apr-26	11-May-26	
7-May-26	25-May-26	
21-May-26	8-Jun-26	
3-Jun-26	22-Jun-26	
25-Jun-26	13-Jul-26	
9-Jul-26	27-Jul-26	
23-Jul-26	10-Aug-26	
6-Aug-26	24-Aug-26	
27-Aug-26	14-Sep-26	
10-Sep-26	28-Sep-26	
24-Sep-26	12-Oct-26	
8-Oct-26	26-Oct-26	
22-Oct-26	9-Nov-26	
5-Nov-26	23-Nov-26	
26-Nov-26	14-Dec-26	
10-Dec-26	28-Dec-26	
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7-Jan-27	25-Jan-27	
21-Jan-27	8-Feb-27	
4-Feb-27	22-Feb-27	

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City of Laramie

Planning Division
P.O. Box C
Laramie, WY 82073

Telephone: (307) 721-5207
E-Mail: Planning@Cityoflaramie.org

LARAMIE PLANNING COMMISSION

April 13, 2026

STAFF REPORT

FILE: CUP-25-0015: Take 5 Oil

REQUEST: A Conditional Use Permit for the construction and operation of an Automobile Service Station (Minor Repairs Included) within the B2 Zoning District

LOCATION: 306 E Gibbon

APPLICANT: Mitchell Monnin (Burkhardt Engineering)

OWNER(s): Madewell Companies

ZONING: Business (B2)

PREPARED BY: Joseph Shahidi, Planner II

RECOMMENDED MOTION:

Move to **approve** a Conditional Use Permit for the establishment of an Automobile Service Station (Minor Repairs Included) on property zoned B2 (Business) District located at 306 Gibbon, based on findings of fact and conclusions of law and subject to all staff's recommended conditions.

APPLICABLE CITY CODE SECTION(S):

LMC. 15.06.060.E Conditional Use Permits
LMC. 15.10.030.C General Standards
LMC. 15.28.030.A Definitions, Terms

All regulations found within the Laramie Municipal Code (including the Unified Development Code) were approved and adopted through Ordinance by the City Council. It is the professional obligation and responsibility of staff to follow and enforce adopted codes.

BACKGROUND:

Take 5 Oil Change is requesting approval of an Automotive Service Station (Minor Repairs Included) at 306 E Gibbon Street. Take 5 is a national rapid oil change company that provides oil changes, minor repairs, and other routine maintenance services. Their business model emphasizes speed and convenience, with patrons typically remaining in their vehicles while services are performed. An Automotive Service Station (Minor Repairs Included) is permitted in the B2 zoning district subject to approval of a Conditional Use Permit.

The proposed location is at the southeast corner of 3rd Street and Gibbon Street. The site is currently occupied by the Cowboy Car Wash, which will be demolished and redeveloped to accommodate the proposed use. The property is located along 3rd Street, a major arterial corridor, and is primarily surrounded by commercial development. One exception is along the east property line, where a preexisting nonconforming residential unit is located.

The lot is relatively small—just under 10,000 square feet—and the proposed use utilizes most of the available space. Despite this constraint, City staff find that the site is adequate to accommodate the proposed development.

SURROUNDING LAND USE AND ZONING:

	Future Land Use Designation (Map 3.2)	Zoning	Land Use
306 E. Gibbon	Auto-Urban Commercial	B2 (Business)	Carwash
North	Auto-Urban Commercial	B2 (Business)	Retail – Vape Shop
South	Auto-Urban Commercial	B2 (Business)	Dry cleaners, retail and laundry service
East	Auto-Urban Commercial	B2 (Business)	Residential
West	Auto-Urban Commercial	B2 (Business)	Retail, Gym, Grocery restaurant (multitenant Complex – Gateway Plaza)

SITE DESIGN REVIEW AND ANALYSIS OF REQUIRED FINDINGS:

Should the Planning Commission wish to approve the Conditional Use Permit, the Commission must make the following findings required in LMC 15.06.060.E. A detailed analysis follows:

1. That the conditional use proposal provides adequate:

a) Ingress and egress to property and proposed structures:

Staff Response: Ingress and egress to the property will be reconfigured by removing the existing access on 3rd Street and retaining the current accesses on the north side (Gibbon Street). While the alignment and proximity to the intersection of 3rd and Gibbon Streets are not ideal, the property’s dimensions limit the ability to further reconfigure access while maintaining adequate on-site maneuverability. City departments find that the proposed site plan provides adequate ingress and egress without significant impacts to surrounding streets.

b) Off-street parking and loading areas:

Staff Response: Off-street parking is proposed at the rear of the lot behind the building and is calculated consistent with Table 15.14.040-3 using the closest applicable use (automotive repair

shop), as no specific standard exists for an Automotive Service Station. The site provides four standard parking spaces and one nonresidential space.

On this site, the vehicle stacking area and drive aisle function as a shared space, which may create some constraints for vehicle maneuvering into and out of parking spaces. However, Take 5's business model primarily keeps patrons within their vehicles, generally resulting in lower parking demand. City departments find that the proposed site plan provides adequate off-street parking and loading, and that impacts to on-site circulation and surrounding on-street parking will be minimal

c) Control over the off-site impacts of economic, noise, glare, or odor effects of the conditional use:

Staff Response: Potential impacts related to noise, glare, odor, and economic effects associated with the change in use are expected to be within acceptable limits under the City of Laramie UDC. The applicant has submitted photometric plans demonstrating that lighting levels will not adversely impact neighboring properties.

d) Refuse and service areas:

Staff Response: Refuse and service areas are currently under review by Public Works, with only minor details remaining. As a condition of approval, planning division is proposing that all refuse—including but not limited to automotive oils, solvents, and detergents—shall be stored indoors or within a designated trash enclosure. City departments find that the proposed layout will provide adequate refuse and service areas with minimal impacts on surrounding properties and City services.

e) Utilities, with reference to locations, availability, and compatibility:

Staff Response: The site will be served by existing City water, sewer, and stormwater infrastructure. The applicant has submitted a site plan and is finalizing details related to on-site stormwater retention. Utilities are available and are expected to adequately serve the proposed use.

f) Screening and buffering, with reference to type, dimensions, and character:

Staff Response: Screening requirements for the site are minimal and are consistent with the standards outlined in LMC Section 15.14.050.H.

g) Signs, if any, and proposed exterior lighting, with reference to glare, traffic safety, economic effect, and compatibility and harmony with properties in the district:

Staff Response: The site plan includes a proposed monument sign at the southwest corner of the lot. A separate sign permit will be required and reviewed by Code Administration and

the Planning Division to ensure compliance with LMC Section 15.14.120 for properties within the B2 zoning district with multiple street frontages.

2. The proposed use is appropriate to the specific location related to intensity and bulk:

Staff Response: The proposed use is generally appropriate for the location with respect to intensity and bulk.

3. The proposed use is appropriate to the specific location relative to public health, safety and convenience:

Staff Response: The proposed use is appropriate with respect to public health, safety, and convenience. Anticipated impacts are comparable to other uses in the surrounding area, and no significant concerns related to noise, lighting, or other potential impacts were identified during review.

4. That the proposed site is adequate in size and shape to accommodate the intended use and that the use will comply with all requirements of the zone district, including but not limited to the following:

a) Setbacks:

Staff Response: The proposed structures comply with setback requirements outlined in LMC Section 15.12.000.B.

b) Walls (Retaining):

Staff Response: N/A

c) Landscaping:

Staff Response: The proposed landscaping plan will require refinement along the west side to fully meet applicable standards. Otherwise, it meets the requirements of LMC Section 15.14.050. Given that adjacent properties are also zoned B2, landscaping requirements are relatively limited.

d) Bufferyards:

Staff Response: The proposed bufferyards comply with applicable LMC requirements.

e) Any standards specific to the use set forth in Chapter 15.10, Use Regulations:

Staff Response: No specific use standards in Chapter 15.10 apply to this request.

PUBLIC COMMENTS:

Legal notice was published in the Laramie Boomerang on March 27, 2026. Letters were sent to surrounding property owners within 300 feet of the subject property. The Planning Division received no inquiries prior to preparation of this staff report.

CONDITIONAL USE RECOMMENDED FINDINGS AND CONCLUSIONS OF LAW:Findings of Fact:

1. It is staff's conclusion that the application meets all of the required findings for approval of the Conditional Use Permit. We therefore recommend approval of the Conditional Use Permit.

Conclusions of Law:

1. The applicant is proceeding in accordance with the requirements of the Laramie Municipal Code 15.06.060.E regarding a Conditional Use Permit.

ALTERNATIVES:

1. Approve the project as submitted by the applicant, based on findings of fact and conclusions of law.
2. Approve the project subject to staff's recommended conditions, based on findings of fact and conclusions of law. **(Staff Recommendation)**
3. Deny the project based on findings of denial. The Planning Commission must conclude that the project does not meet all of the findings as recommended by staff. As part of the motion, findings for denial must be stated.
4. Postpone the project until issues identified during the meeting can be resolved.

STAFF RECOMMENDATION:

Move to **approve** a Conditional Use Permit for the establishment of an Automobile Service Station (Minor Repairs Included) on property zoned B2 (Business) District located at 306 Gibbon, based on findings of fact and conclusions of law and subject to all staff's recommended conditions.

1. Whenever the Conditional Use Permit has been discontinued for a period of six consecutive months, the Conditional Use Permit shall automatically terminate, and any use after termination shall fully conform to the basic B2 zoning requirements.
2. The Conditional Use established herein may be reconverted at any time to basic B2 use without further approval of the Planning Commission or amendment to this Conditional Use Permit; provided, reconversion shall be a termination of the Conditional Use Permit.
3. Establishment of the Conditional Use, through issuance of the Site Plan Permit or through initiation of the use shall occur within 6 months of approval otherwise the Conditional Use shall be void.
4. Complete plans and permits for any building, plumbing, electrical or mechanical work are required prior to any work starting as well as adherence to the International Fire Code Series.
5. All landscaping for the site shall conform to the landscaping plan in the Site Plan application.

6. All refuse, including but not limited to automotive oils, solvents, and detergents, shall be stored indoors or within a designated trash enclosure.
7. The owner shall provide regular inspections, cleaning, proper disposal of waste and, if needed, replacement of the sand-oil separator in order to minimize contamination of wastewater.
8. The approved use shall conform to the submitted document and any change or modification shall be reviewed by the Planning Commission, pursuant to the provision of LMC 15.06.060.E.4

ATTACHMENTS:

1. Cover Letter-2025-12-23 - Take 5 - Project Cover Letter_v1 (1 Page)
2. Vicinity Map-2025-12-23 Take-5 - Vicinity Map_v1 (1 Page)
3. 2026-03-09 - Site Improvement Plan - Take 5 - Laramie, WY (1 Page)
4. 2026-03-09 - Civil Landscape Plan - Take 5 - Laramie, WY (1 Page)



12/23/2025
306 E Gibbon Street
Laramie, WY

Project Cover letter - Take 5 Oil Change – 306 E Gibbon Street

The proposed development is for a new 2-bay Take 5 Oil Change along with its associated utilities, pavement, parking, and landscaping. The proposed building is 1,380+/- sqft. The parcel is 0.227+/- acres. The site plan included with this submittal shows the proposed layout for the development. The site currently has three access points to public ROW, one on N 3rd Street and two on East Gibbon Street. The access on N 3rd Street will be closed due to not meeting WYDOT requirements, and the other two along E Gibbon Street will remain as existing to allow the site to fully function.

The site is currently zoned B2 and the proposed use, Auto Service Station, is permitted within this district but as a conditional use. No overlay districts were found for this property. There are several drainage inlets within the streets that collect the stormwater runoff from the site. Between onsite utilities and utilities in the North 3rd Street ROW, the site appears to have access to all required utilities. Stormwater management for the site will utilize existing drainage patterns to release the stormwater to existing inlets within the roadway. There will be no increase in discharge because the proposed development will reduce pavement on the site by 15% and it will be replaced with pervious landscaping.

Traffic Statement:

The current site is developed as a self-service car wash that remains active until the approval of this project. The proposed ITE use for the Take 5 Oil Change is #941. The weekday peak hour of adjacent street traffic rates was used. The projected AM peak hour trips are 13 (7 entering, 6 leaving). The projected PM peak hour trips are 12 (6 entering, 6 leaving).

Due to the relatively low peak hour trip generation for the proposed Take 5, no public traffic improvements or traffic impacts to the surrounding area are anticipated from this development.

Sincerely,

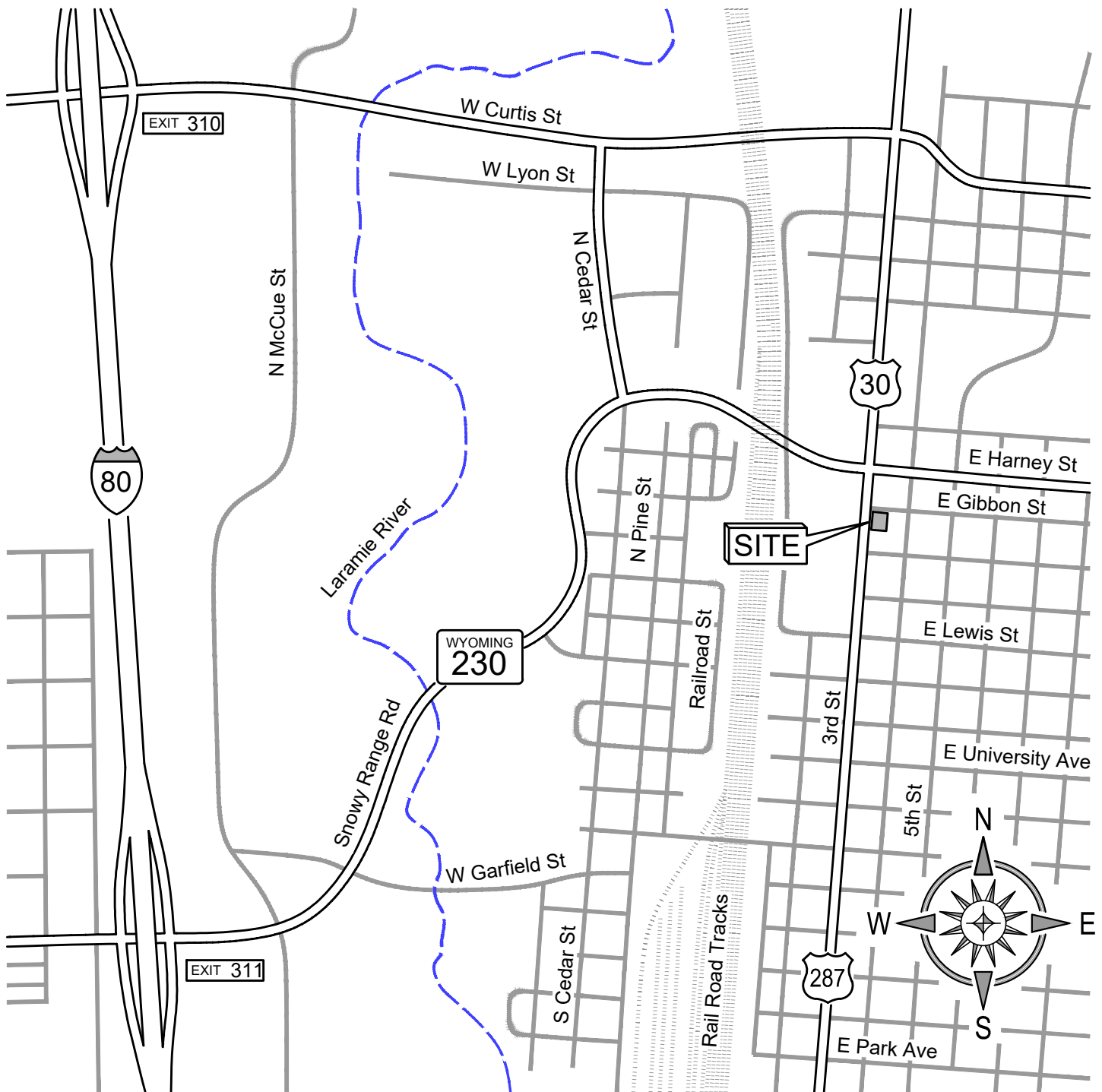
MITCHELL MONNIN, P.E.
Project Engineer

937-895-4486 Direct
937-388-0060 Office
mmonnin@burkhardtinc.com

BURKHARDT
ENGINEERS ▼ SURVEYORS

BURKHARDTINC.COM

VICINITY MAP



Scale: N/A
 Date: 12/23/2025
 By: MCM

SITE DEVELOPMENT PLANS FOR:
TAKE 5 OIL CHANGE
 306 EAST GIBBON STREET
 CITY OF LARAMIE, ALBANY COUNTY, WYOMING



BURKHARDT
 ENGINEERS & SURVEYORS

28 North Cherry Street | Germantown, Ohio 45327 | Phone: 937-388-0060 | BURKHARDTINC.COM
 CIVIL ENGINEERING | LAND SURVEYING | NATIONAL RETAIL SITE DEVELOPMENT

GENERAL SITE NOTES

1. Building dimensions shown on the Civil Engineering Plans are for reference purposes only. The Contractor shall use the Architectural and Structural Plans for exact building dimensions.
2. All site and radii dimensions are referenced to the face of curbs or edge of paving unless otherwise noted.
3. All dimensions to the building are referenced to the outside face of the foundation wall.
4. All sidewalks, curb and gutter, street paving, curb cuts, driveway approaches, handicap ramps, etc. constructed outside the property line in the right-of-way shall conform to all Local and/or State specifications and requirements.
5. All proposed handicap ramps, parking areas, and accessible routes shall strictly comply with current Local, State, and Federal regulations, including but not necessarily limited to the ADA Accessibility Guidelines (ADAAG).
6. All ADA accessible routes shall have detectable warnings installed as required by the ADAAG. Detectable warnings shall consist of raised truncated domes which contrast visually with the adjoining surfaces, either light-on-dark, or dark-on-light.
7. Contractor shall sawcut existing pavement to provide a clean, straight joint where new pavement meets existing pavement and ensure positive drainage.
8. All concrete pavement shall have joints in accordance with ACI 330R-08, Section 3.7 and Appendix C. Contraction joints shall be 1/4 of the slab thickness. Isolation joints shall be placed between pavement and foundations, inlets, and other fixed structures. Contraction joints shall be tool finished and spaced as follows:

Curbing: 10'-0" (max) spacing.
 Sidewalks: 5'-0" (max) spacing.
 Vehicular Traffic Areas: 24 x Concrete Pavement Thickness (feet), 15'-0" (max) spacing.

PARKING AND STACKING SUMMARY

Standard Parking Provided: 4 Spaces (20'x9')
 ADA Parking Provided: 1 Space (20'x11')
TOTAL PARKING 5 Spaces

Bicycle Parking Provided: 4 Spaces (2 Racks)

REQUIRED PARKING = 4 Stalls + 1 ADA
 Use = Auto Repair Shop
 2 spaces / bay (2 Bays)
 Per City of Laramie Municipal Code Table 15.14.040-3 Off-Street Parking Standards

REQUIRED ADA PARKING = 1 Spaces
 Per City of Laramie Municipal Code Table 15.14.040-1 Nonresidential Accessible Parking

REQUIRED BICYCLE PARKING = 3 Spaces
 Per City of Laramie Municipal Code Section 15.14.040 - Parking and off-street loading.

PLANNING AND ZONING REQUIREMENTS

Reference: Unified Development Code of City of Laramie, Wyoming
 Zone: "B2" Business District
 Proposed: Auto Service Station (Conditional Use)

PERMITTING CONTACT INFORMATION:

PLANNING AND ZONING
 City of Laramie - Planning Department
 Contact: Joseph Shahidi
 Telephone: (307) 721-5344
 Email: jshahidi@cityoflaramie.org

BUILDING
 City of Laramie - Building Department
 Contact: John Hutcheson
 Telephone: (307) 721-5271
 Email: jhutcheson@cityoflaramie.org

ROADS, ACCESS, & RIGHT-OF-WAY
 Wyoming Department of Transportation D1
 Contact: Taylor McCort
 Telephone: (307) 745-2117 / (307) 369-6955
 Email: talor.mccort1@wyo.gov

FIRE PREVENTION
 City of Laramie - Fire Department
 Contact: Dennis Johnson Jr.
 Telephone: (307) 721-5330
 Email: djohnsonjr@cityoflaramie.org

UTILITY CONTACT INFORMATION:

WATER / SANITARY SEWER / STORM WATER
 City of Laramie - Engineering Department
 Contact: William Winkler
 Telephone: (307) 721-5273
 Email: wwinkler@cityoflaramie.org

ELECTRIC
 Rocky Mountain Power
 Contact: Customer Service
 Telephone: (800) 469-3981

GAS
 Black Hill Energy
 Contact: Customer Service
 Telephone: (888) 890-5554

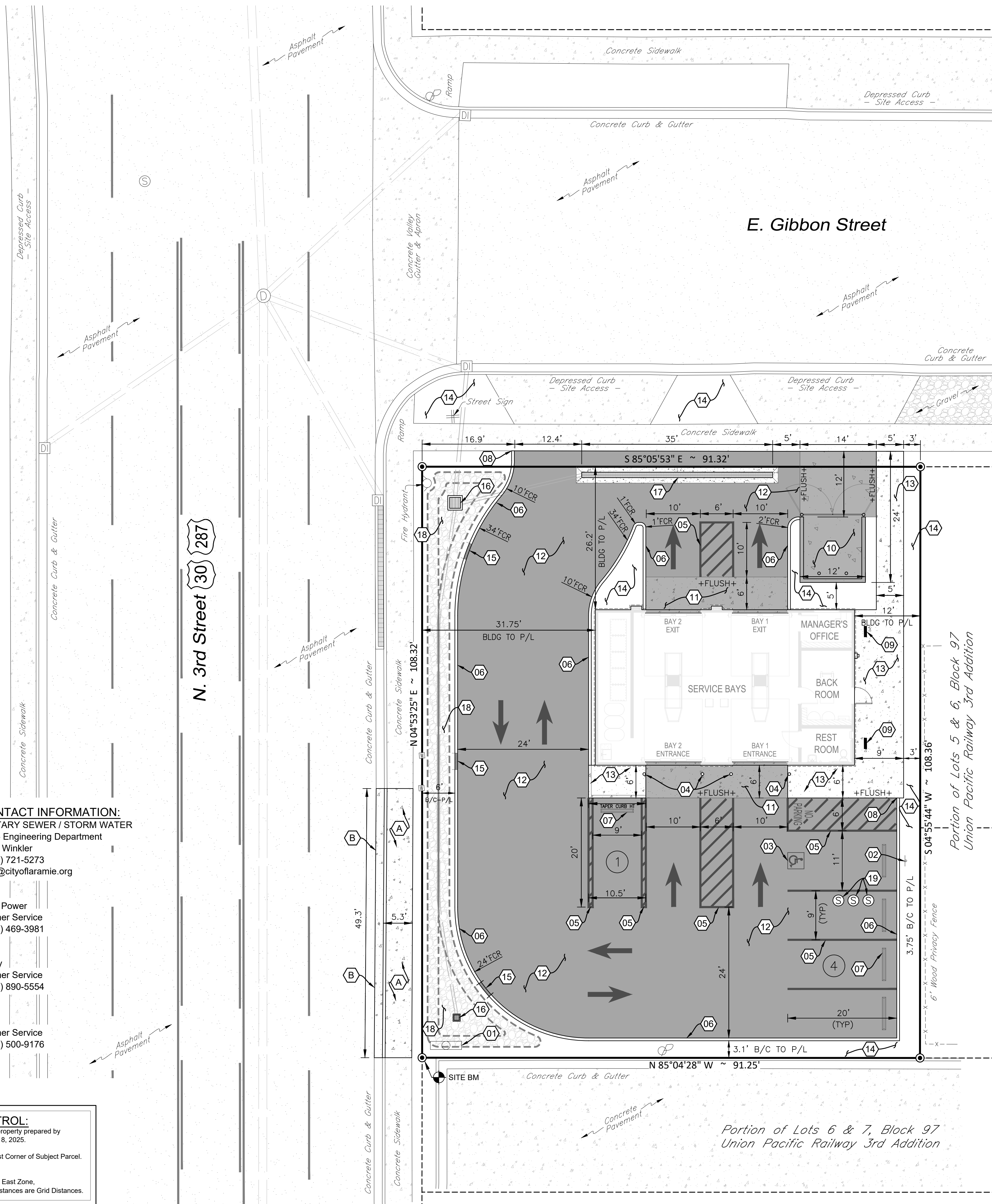
TELECOM
 Century Link
 Contact: Customer Service
 Telephone: (303) 500-9176

VERTICAL & HORIZONTAL CONTROL:

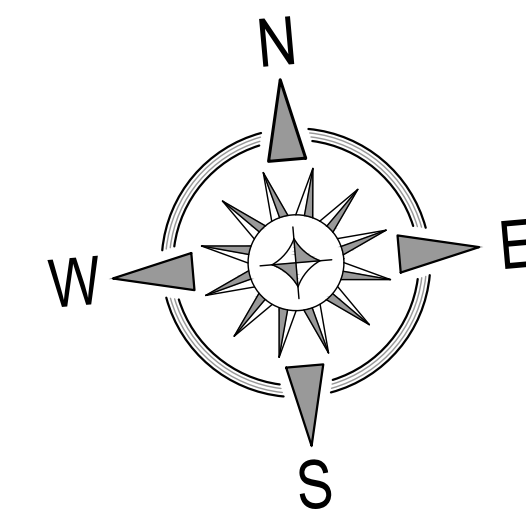
REFERENCE: ALTA / NSPS Land Survey of the subject property prepared by Steil Surveying Services, LLC., dated, August 8, 2025.

⊕ SITE BM: Description: 1-1/2" Aluminum Cap @ Southwest Corner of Subject Parcel. Elevation: 7150.27

BASIS OF BEARINGS: Wyoming State Plan Coordinates, East Zone, NAD83-2011, US Survey Feet, Distances are Grid Distances.



TAKE CAUTION DURING EXCAVATION:
 THERE ARE UNDERGROUND UTILITY MAINS IN THE CONSTRUCTION AREA WHICH MAY NOT HAVE BEEN LOCATED ACCURATELY BY THE SURVEYOR / UTILITY OWNERS. NOTIFY 911 IN ADVANCE OF DIGGING TO HAVE LINES MARKED.



SITE KEYNOTES

- 01 NEW SINGLE TENANT SIGN
 - COORDINATE SIZE, LOCATION, AND PERMITTING WITH TAKE 5 OIL CHANGE PROJECT MANAGER.
 - CODE REQUIREMENTS:
 - MONUMENT SIGN - MAX SIZE = 120 SQ-FT, MAX HEIGHT = 36 FT
 - MONUMENT SIGN MAY BE PREFERABLE DUE TO OVERHEAD UTILITIES.
- 02 ADA PARKING SIGNAGE
 - PER DETAIL / SHEET C-5.0
- 03 ADA PARKING SYMBOL
 - PER DETAIL / SHEET C-5.0
- 04 PIPE BOLLARD - BUILDING PROTECTION AT ENTRANCE DOORS
 - SEE ARCHITECTURAL PLANS FOR LAYOUT & DETAILS.
- 05 PARKING STRIPE / HATCH
 - 4" WIDE PAINTED STRIPES / 24" FOR STOP BAR.
 - HATCHINGS TO BE AT 45 DEGREE AND 2'0" O.C.
 - STRIPING ON ASPHALT PAVEMENT TO BE PAINTED WHITE.
- 06 CONCRETE BARRIER CURB
 - PER DETAIL / SHEET C-5.0
 - MONOLITHIC WHEN ABUTTING CONCRETE PAVEMENT.
- 07 CONCRETE WHEEL STOP
 - PER DETAIL / SHEET C-5.0
- 08 CURB END TAPER
 - PER DETAILS / SHEET C-5.0
- 09 BICYCLE RACK
 - PER DETAILS / SHEET C-5.0
- 10 CONCRETE DUMPSTER PAD & APRON
 - PAD TO BE CONSTRUCTED OF MIN. 8 IN. THICK 4000 PSI CONCRETE REINFORCED WITH MIN. #4 REBARS @ 12 IN. O.C. IN EACH DIRECTION LOCATED IN THE UPPER THIRD OF SLAB.
 - PROVIDE ONE (1) DUMPSTER.
 - SEE ARCHITECTURAL PLANS FOR TRASH ENCLOSURE DETAILS AND PIPE BOLLARD LAYOUT.
- 11 CONCRETE PAVEMENT - TRAFFIC
 - PER PAVEMENT SECTION / SHEET C-5.0
- 12 ASPHALT PAVEMENT - TRAFFIC
 - PER PAVEMENT SECTION / SHEET C-5.0
- 13 CONCRETE SIDEWALK
 - PER DETAILS / SHEET C-5.0
- 14 LANDSCAPE AREA
 - SEE SHEET L-1.0 FOR INSTALLATION DETAILS.
- 15 CURB CUT FOR CROSS DRAINAGE (3' WIDE)
 - PER DETAIL / SHEET C-3.0
- 16 SURFACE INLET FOR STORM DRAINAGE
 - SEE UTILITY PLAN / SHEET C-4.0 FOR INSTALLATION DETAILS.
 - SEE SHEET C-7.0 FOR OUTLET CONTROL STRUCTURE DETAILS.
- 17 TRENCH DRAIN
 - PER DETAIL / SHEET C-5.0
- 18 ROCK LINER FOR SLOPE STABILIZATION
 - SEE SHEET C-7.0 FOR TYPICAL BASIN SECTION.
- 19 MANHOLE LIDS - SAND-OIL SEPARATOR
 - SEE SHEET C-4.0 UTILITY PLAN AND PLUMBING PLANS FOR INSTALLATION DETAILS.

WORK IN WYDOT RIGHT-OF-WAY KEYNOTES

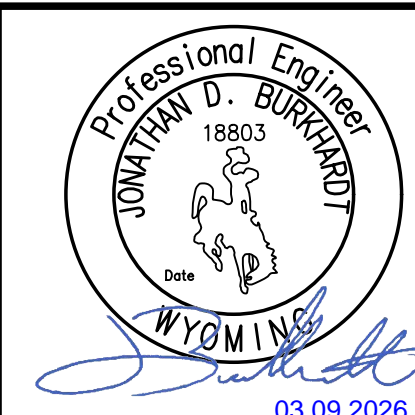
- A CONCRETE SIDEWALK
 - PER CITY / WY-DOT DETAILS.
 - MATCH EXISTING SIDEWALK WIDTH.
- B WY-DOT CURB & GUTTER
 - INSTALL PER WY-DOT STANDARD DRAWINGS.

FIRE LANE MARKINGS:

- 6" RED BASE STRIPES WITH 4" WHITE LETTERS STATING "NO PARKING - FIRE LANE" EVERY 15' BEHIND PARKING LINES AND ENTIRE CURB WHERE APPLICABLE ALONG FIRE LANE PER CITY STANDARDS.
 - ADDITIONAL SIGNS OR OTHER APPROVED NOTICES OR MARKING THAT INCLUDE THE WORDS "NO PARKING - FIRE LANE" MAY BE REQUIRED TO FURTHER IDENTIFY SUCH ROADS AND PROHIBIT OBSTRUCTION; CONTRACTOR TO COORDINATE WITH FIRE DEPARTMENT.

SITE AND PAVEMENT LEGEND

- (B/C) BACK-OFF-CURB
- (TYP) TYPICAL PARKING STALL WIDTH
- FCR FACE-OFF-CURB RADIUS
- CONCRETE WHEEL STOP
- ADA PARKING SYMBOL
- PROPOSED LIGHT POLE
- DIRECTIONAL PARKING LOT ARROW
- CONCRETE SIDEWALK
- HEAVY DUTY ASPHALT
- HEAVY DUTY CONCRETE



Date	Description
03.09.2026	Rev 1 - Revised per City Comments.

SITE DEVELOPMENT PLANS FOR
TAKE 5 OIL CHANGE
 306 EAST GIBBON STREET
 CITY OF LARAMIE, ALBANY COUNTY, WYOMING



Design: MCM	Proj: 25.102
Draw: MCM	Dwg: 25.102.dwg
Check: JDB	Tab: C-2.0
Scale: 1" = 10'	
Date: 01.30.2026	
Sheet: SITE PLAN	
Sheet No.: C-2.0	



City of Laramie

Planning Division
P.O. Box C
Laramie, WY 82073

Telephone: (307) 721-5207

LARAMIE PLANNING COMMISSION

April 13, 2026

STAFF REPORT

FILE:	A-26-0001: De-Annexation: Engelskirger Tracts 1 & 2 (West Slope Subdivision)
REQUEST:	De-Annexation of approximately 80 acres of land
LOCATION:	North of Laramie Ridge Estates 8th Addition (Northview St.), west of 30th Street.
APPLICANT(S)/AGENT:	Carson Engelskirger & Danielle Engelskirger
OWNER:	Carson Engelskirger & Danielle Engelskirger; Engel Land LLC
PURPOSE:	De-Annexation of approximately 80 acres from the City of Laramie and return to Albany County jurisdiction
CURRENT ZONING:	LR (Limited Single-Family Residential), R2 (Limited Multi-Family), R3 (Multi-Family)
PREPARED BY:	Philipp Gabathuler, AICP, Planning Manager

RECOMMENDED MOTION:

Move to recommend **denial** to the City Council the de-annexation of approximately 80 acres of property owned by Carson Engelskirger & Danielle Engelskirger, located generally north of Laramie Ridge Estates 8th Addition and west of 30th Street, based on findings of fact and conclusions of law.

APPLICABLE CITY CODE SECTION(S):

Laramie Comprehensive Plan
Housing Study and Action Plan
Thrive Community & Economic Development Plan
Major Street Plan
Laramie Municipal Code Title 15, Unified Development Code
International Building Codes and Fire Codes
Wyoming State Statutes Title 15 Cities and Towns, Article 4 Annexation
Wyoming State Statutes Title 15 Cities and Towns, Article 5 Planning
Wyoming State Statutes Title 15 Cities and Towns, Article 6 Zoning

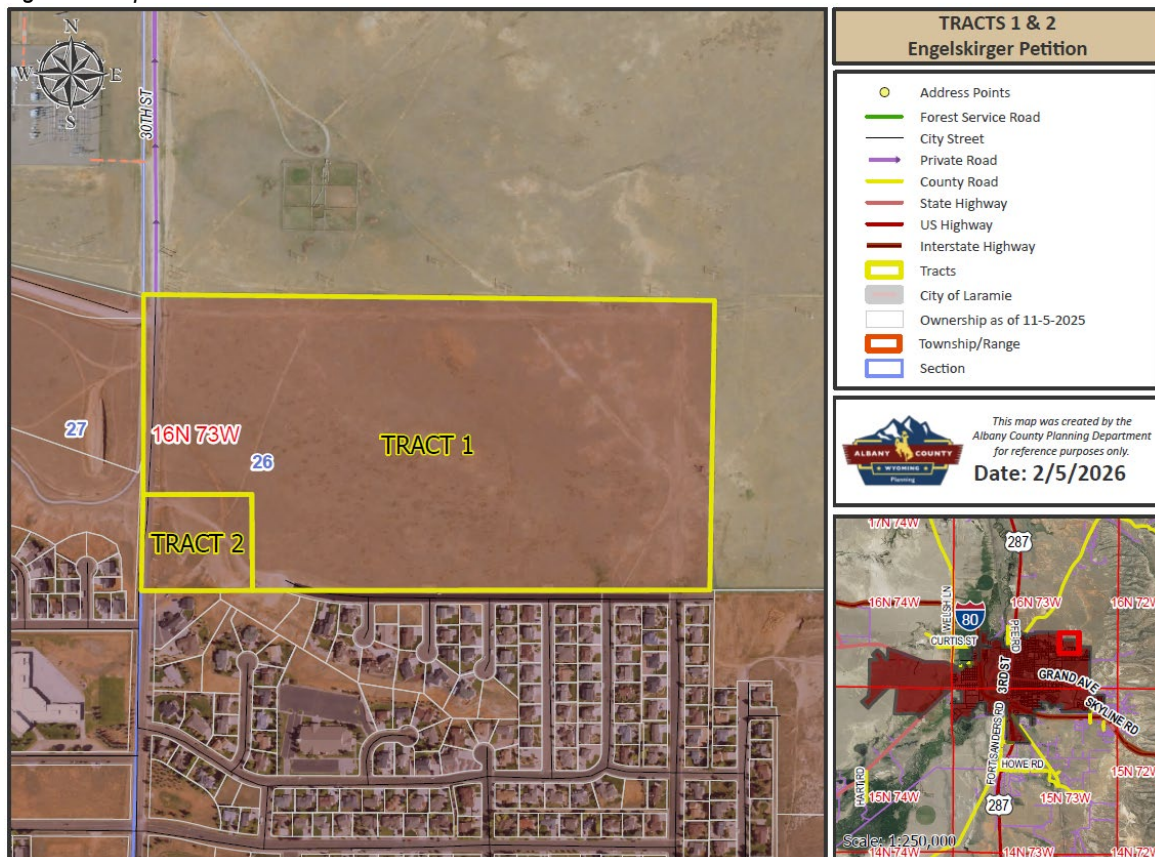
DE-ANNEXATION REQUEST, SUMMARY & BACKGROUND:

Property owners, Carson Engelskirger and Danielle Engelskirger, have petitioned (see attached petition) the City of Laramie for de-annexation of approximately 80 acres consisting of two tracts of land generally located north of Laramie Ridge Estates 8th Addition and west

of 30th Street. The subject property is currently located within the City of Laramie and was annexed in December 2023 as part of a coordinated annexation, zoning and preliminary plat development approval process.

At the time of annexation, Tract 1 (approximately 74.86 acres) was owned by West Slope Development Company and is approved with a Preliminary Plat for a planned subdivision consisting of 243 residential lots across a mix of single-family and multi-family zoning districts. The proposed Preliminary Plat includes an internal street network with new and extended public streets, park and open space areas, a detention pond, and a multi-use trail connection, establishing the framework for a complete residential neighborhood. Tract 2 (approximately 5.02 acres), owned by Carson and Danielle Engelskirger, was forcibly annexed in accordance with Wyoming State Statute W.S. 15-1-406(d) which allows for annexation of enclaves or parcels surrounded by the municipality which can complicate service delivery, infrastructure planning, and long-term land use coordination. In conjunction with annexation, the City Council approved amendments to the Comprehensive Plan Future Land Use Map and the Official Zoning Map, reflecting the City’s long-term intent for urban development and service provision in this area.

Figure 1. Proposed De-Annexation Area



In January 2025, Engel Land LLC (associated with the petitioners) acquired Tract 1 following annexation and approval of the subdivision framework. While the Preliminary Plat remains active, the current ownership has indicated that they do not intend to pursue development under City standards at this time.

The applicants have submitted a petition pursuant to Wyoming State Statute 15-1-421 requesting that both tracts be removed from the City of Laramie and returned to Albany County jurisdiction. The petition cites factors including perceived lack of benefit from inclusion within the City, infrastructure considerations, and prior annexation circumstances. However, the request follows a recent annexation that included zoning and land use approvals intended to facilitate urban development, and represents a departure from those previously established entitlements and planning expectations.

The current request for de-annexation, if approved, would remove the subject properties from the City of Laramie and return them to Albany County jurisdiction, where zoning would revert to Agricultural for Tract 1 and Ranchette for Tract 2. This would effectively eliminate the previously approved comprehensive plan, subdivision and zoning framework and remove the property from an area identified in the Laramie Area Growth Plan as appropriate for future urban development, despite its location contiguous to existing development and infrastructure.

As required by Wyoming State Statute, Albany County has provided a de-annexation report evaluating potential impacts. The County indicates that no significant impacts would occur as a result of the de-annexation and that future development would be regulated under County standards. The report also notes that emergency services would shift to County providers and that zoning would revert to prior County designations. While the County's findings address service impacts, they do not evaluate consistency with the City's adopted plans, long-term growth strategy, or policy implications associated with reversing a recent annexation.

All required notices have been completed in accordance with State Statute for the de-annexation request.

APPLICABILITY TO THE COMPREHENSIVE PLAN, OTHER ADOPTED PLANS & STUDIES:

The Comprehensive Plan's Future Land Use (FLU) Map (Map 3.2) originally identified this area as Suburban Residential (SR); however, as part of the West Slope development approvals, the Future Land Use designation was amended to include a mix of Suburban Residential (SR), Urban Residential (UR), and Auto-Urban Multifamily (AUM) to support a broader range of housing types and increased residential density. These designations are intended to accommodate a variety of housing typologies, including single-family, attached housing, and multi-family development, consistent with City development patterns and standards.

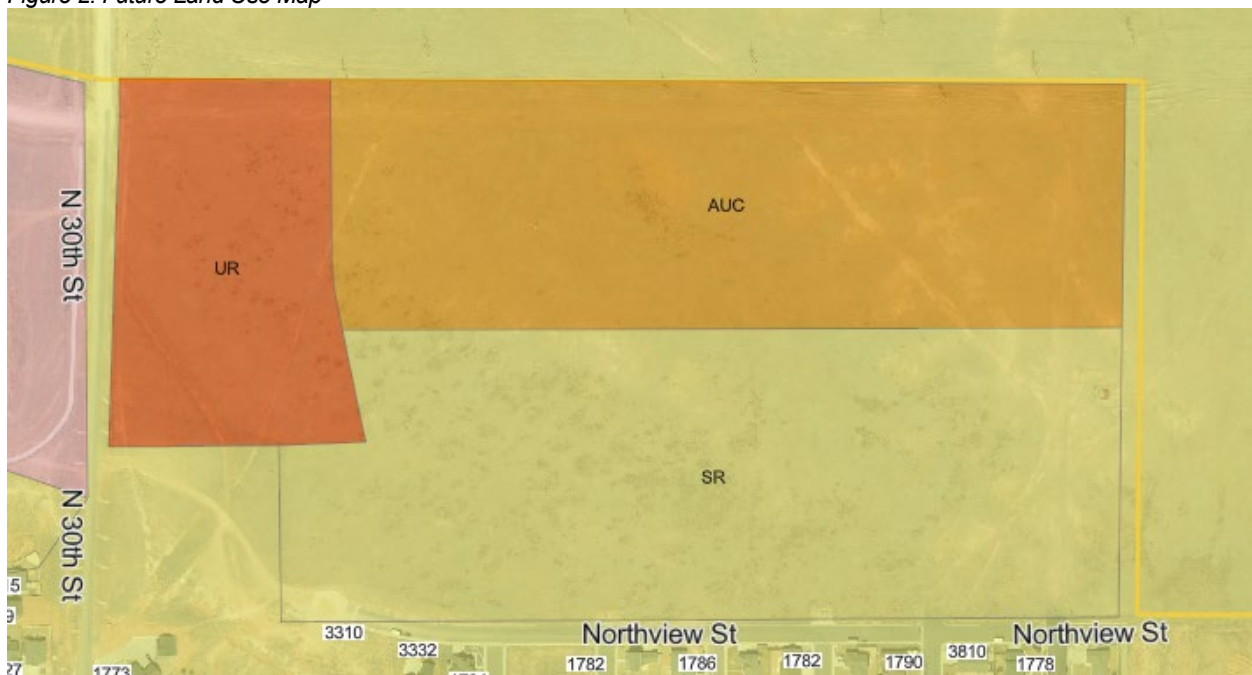
The Laramie Growth Area Plan, adopted in 2023 as a more refined extension of the Comprehensive Plan, identifies this area as appropriate for Urban Residential development. This designation supports both attached and detached housing types, including townhomes, at densities generally ranging from 8 to 10 dwelling units per acre. The Growth Area Plan specifically identifies this location as suitable for future urban expansion due to its proximity to existing development, infrastructure, and logical service extension areas.

Surrounding land use patterns further reinforce this designation. The subject property is adjacent to developed single-family residential neighborhoods to the south (Laramie Ridge Estates), Suburban Commercial and employment uses to the west (Cirrus Sky Park), and additional areas identified for residential growth. These patterns reflect urban and suburban development consistent with City standards rather than rural or agricultural development patterns typical of the County.

Additionally, multiple adopted plans—including the Housing Study and Action Plan 2030 and Thrive Laramie—identify a continued need for increased housing supply, diversity, and development within areas planned for urban growth. The subject property has been specifically evaluated and incorporated into these planning efforts as part of a coordinated strategy to accommodate future housing needs within the City.

Based on the adopted Future Land Use Map amendments, the Laramie Growth Area Plan, and supporting policy documents, this area is clearly identified as appropriate for urban residential development within the City of Laramie. Removal of the property from City jurisdiction would be inconsistent with these adopted plans and would undermine the coordinated planning framework established for future growth and development in this area and recent approvals given at the time of annexation and platting.

Figure 2. Future Land Use Map



The Housing Study and Action Plan 2030 provides additional guidance relevant to this request. The study identifies a shortage of land available for a variety of housing types within the City, including single-family housing, and emphasizes the need to develop land within City limits to meet this demand. The study estimates a 15-year housing need of approximately 4,100 units and highlights the importance of providing a range of housing types, quality, and price points.

The Housing Study further identifies criteria for areas best suited for new residential development, including proximity to existing infrastructure and public facilities, continuation of logical growth patterns, cost-effective development conditions, and consistency with the Future Land Use Plan. The subject property meets these criteria, as it is located adjacent to existing development, within an area planned for residential growth, and in proximity to existing infrastructure. As such, the

Housing Study supports continued inclusion of this property within the City to accommodate future housing needs, regardless of current ownership's development intentions.

The Thrive Laramie Community and Economic Development Action Strategy 2020 similarly emphasizes the importance of expanding housing quality and quantity as a key economic development priority. The plan identifies housing availability as a barrier to economic growth and includes strategies aimed at increasing housing options within the community. It also notes that, for properties located along the city-county boundary and adjacent to City development, a best practice is to incorporate such properties into the City to facilitate efficient extension of infrastructure and services.

De-annexation of the subject property would be inconsistent with these adopted plans, as it would remove land identified as suitable for residential growth from the City's inventory and limit the City's ability to meet long-term housing and economic development objectives.

APPLICANTS REQUEST ANALYSIS:

As required by Wyoming State Statute, the applicants have submitted a petition (attached) outlining their reasoning for the de-annexation request. The petition generally cites lack of perceived benefit from inclusion within the City, infrastructure considerations, and prior annexation circumstances as justification for removal from the City of Laramie.

Staff has reviewed the statements provided in the petition and finds that many reflect the applicants' preference for rural use of the property rather than inconsistency with City planning policies or regulations. The subject property was annexed in December 2023 as part of a coordinated annexation, zoning, and subdivision approval process intended to facilitate urban residential development. These approvals remain in place and provide a clear path for development consistent with City standards.

The petition also suggests that the property does not benefit from inclusion within the City or lacks adequate infrastructure. However, the property is located contiguous to existing development and within an area planned for urban growth, where extension of services is anticipated as development occurs. Annexation without immediate full service extension is a common and necessary practice to ensure orderly growth and efficient infrastructure planning.

Additionally, while the applicants indicate no intent to develop the property under current City standards, lack of immediate development does not negate the long-term planning framework established by the City and the finding recently approved by the City for annexation and development to city standards. The property has been identified in multiple adopted plans as suitable for future residential development, and removal from the City would be inconsistent with those plans.

Staff further notes that denial of the de-annexation request does not preclude use or development of the property. Development may still occur consistent with City regulations, and the property may also be replatted through the City's subdivision process to better align with a preferred layout, subject to applicable review and approval criteria. The existence of City standards does not constitute a basis for de-annexation.

Overall, staff finds that the reasoning provided in the petition does not outweigh the City's adopted plans, prior approvals, and long-term growth objectives, and therefore does not support the requested de-annexation.

PUBLIC COMMENTS:

Legal notice was published in the Laramie Boomerang on March 27, 2022. No comments have been provided to the City regarding this request.

ANNEXATION -STATUTORILY REQUIRED FINDINGS:

W.S. 15-1-421 requires that before any territory may request de-annexation, the governing body of any city or town shall:

- (a) Any landowner within a city or town may petition the governing body of the city or town to have his land or a portion of it de-annexed and the boundaries of the city or town redrawn so their land is outside the city or town boundaries. The landowner shall file the petition with the clerk of the affected city or town and shall also provide a copy of the petition to the county commissioners of the affected county. The county commissioners shall, within sixty (60) days, prepare a report on the impact of the de-annexation. The affected city or town may not take any action on the petition for de-annexation until after the sixty (60) day period. The commissioners may establish rules and regulations for the area to be de-annexed which are consistent with county land use plans and zoning ordinances.
- (b) The petitioner shall be responsible for publishing a public notice of the petition in a newspaper of general circulation in the affected municipality no more than ten (10) days after filing the petition with the municipal clerk. The notice shall also include a map showing identifiable landmarks and boundaries.
- (c) The governing body of the city or town may by ordinance provide for this de-annexation and redrawing of boundaries provided that:
 - (i) The owners of all the land to be de-annexed either sign the petition for de-annexation or consent to the de-annexation within one hundred twenty (120) days after the final passage of the de-annexation ordinance and before its effective date. The passage of the ordinance shall serve as the consent of the city or town for any land owned by the city or town within the area to be de-annexed;
 - (ii) The ordinance is adopted within one hundred twenty (120) days after the receipt of the de-annexation petition and within one hundred eighty (180) days after the landowner's signature of the petition, unless a further consent of all the landowners is obtained before the effective date of the ordinance; and
 - (iii) If the de-annexation causes land within the city or town boundaries to no longer be contiguous with the rest of the city or town, the de-annexation ordinance may be adopted only with the consent of all the owners of the land to be isolated by the de-annexation.

(d) If the city or town owns any rights-of-way, easements, streets or other property or improvements within the area to be de-annexed it may:

- (i) Vacate or abandon them;
- (ii) Transfer them to the county government with the consent of the county commissioners;
- (iii) Agree to transfer them to another city or town upon completion of the annexation of all or part of the de-annexed land to that other city or town;
- (iv) Retain ownership of them.

(e) No de-annexation shall create an area which is situated entirely within the municipality but is not a part of the municipality.

(f) The landowner petitioning to have land de-annexed and his successors and assigns shall remain liable for any assessments incurred or levied while the land was within the city or town boundaries and for all mill levies necessary to repay any indebtedness that was outstanding at any time the property was within the city or town boundaries. Neither the de-annexation nor subsequent annexation to or incorporation as another city shall increase or decrease these liabilities.

Staff believes that this project is eligible for de-annexation, however staff does not recommend approval of the de-annexation request as noted within the staff report. Once a property is annexed, de annexation is up to the approval of the City Council.

FINDINGS OF FACT AND CONCLUSIONS OF LAW:

Findings of Fact:

- The application request complies with Wyoming State Statutes Title 15 Cities and Towns, for de-annexation WSS 15-1-421
- The petition complies with W.S. 15-1-4212(c).
- Approval of this petition would remove approximately 6.5 acres of land from the corporate limits of the City of Laramie.
- Approval of the de-annexation conflicts with the adopted and approved plans of the City of Laramie.
- The property currently receives multiple city services and can receive all city services the city offers if desired.
- Alternatives exist to allow the development of the property as desired by the property owner.

Conclusions of Law:

- The annexation is being processed pursuant to Wyoming State Statutes Title 15 Cities and Towns, for de-annexation WSS 15-1-421
- The de-annexation petition is not consistent with the adopted and approved plans and studies of the City of Laramie including:

- a. Non-Conformance with the Major Street Plan
 - b. Non-Conformance with the Comprehensive Plan
 - c. Non-Conformance with the Housing Study and Action Plan 2030
 - d. Non-Conformance with the Thrive Laramie Community and Economic Development Action Strategy 2020.
- This property meets the requirements of WSS for properties that should be annexed by a municipality and thus should remain as part of the city.

ALTERNATIVES:

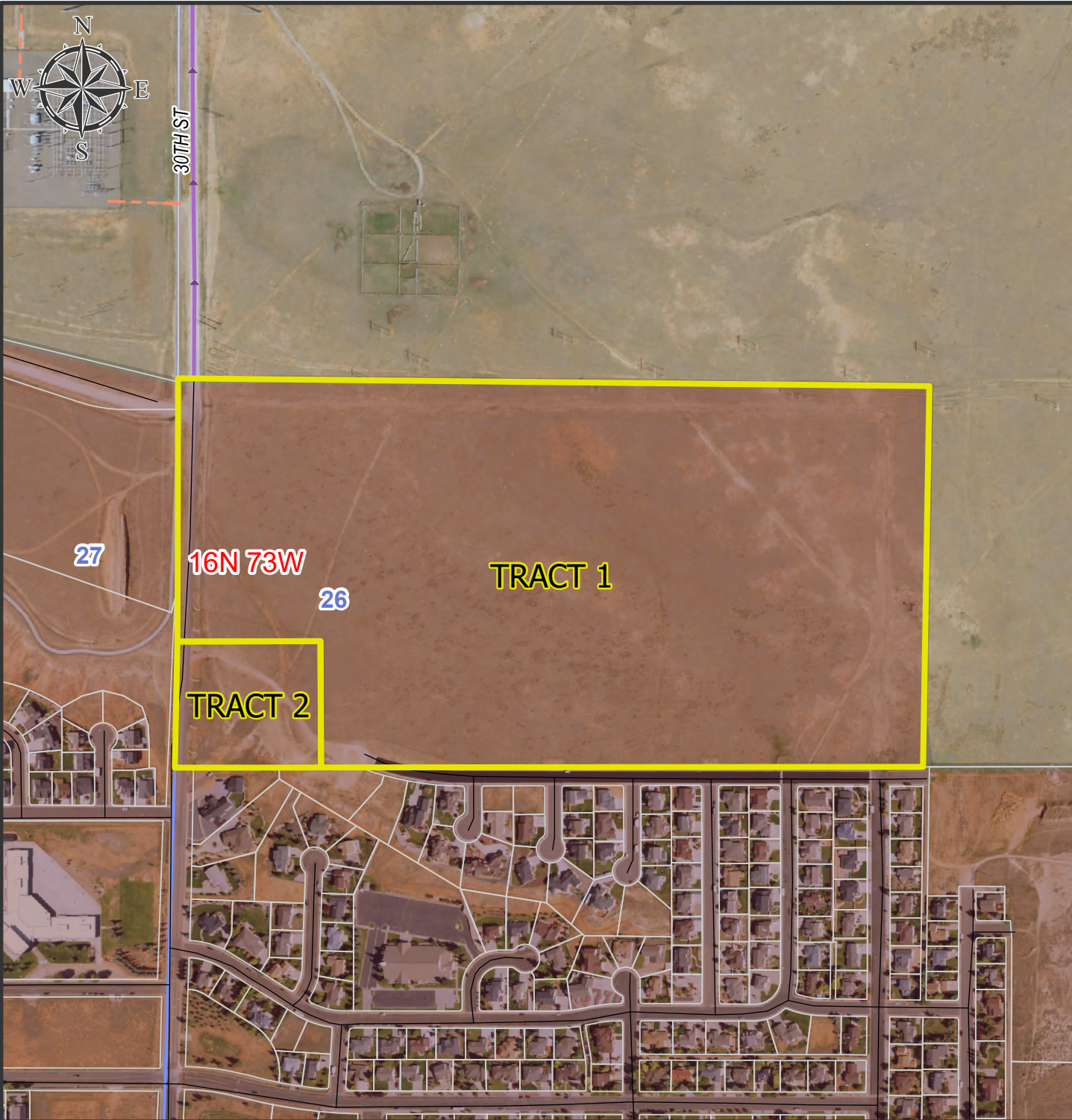
1. Approve the project as recommended by staff, based on findings of fact and conclusion of law. Since staff recommends denial, the Planning Commission must conclude that the entire project does meet the findings necessary for approval. As part of the motion, findings for approval must be stated.
2. Approve the project with other modifications, based on findings of fact and conclusion of law.
3. Deny the project based on findings of denial. **(staff's recommendation)**
4. Postpone the project until issues identified during the meeting can be resolved with the applicant.

STAFF RECOMMENDATION:

Move to recommend **denial** to the City Council the de-annexation of approximately 80 acres of property owned by Carson Engelskirger & Danielle Engelskirger, located generally north of Laramie Ridge Estates 8th Addition and west of 30th Street, based on findings of fact and conclusions of law.

ATTACHMENTS

1. Vicinity Map (1 page)
2. De-Annexation Petition (5 pages)
3. County's Report on the Request for De-Annexation (7 Pages)

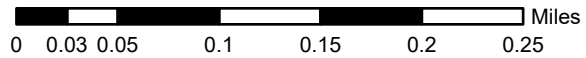
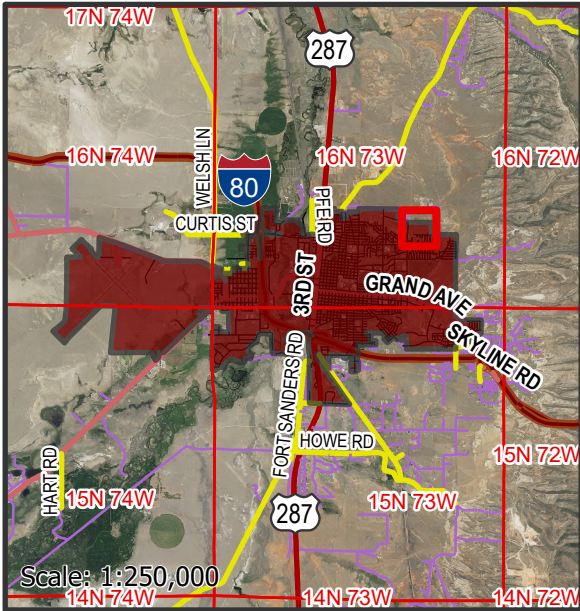


TRACTS 1 & 2 Engelskirger Petition

- Address Points
- Forest Service Road
- City Street
- Private Road
- County Road
- State Highway
- US Highway
- Interstate Highway
- Tracts
- City of Laramie
- Ownership as of 11-5-2025
- Township/Range
- Section

This map was created by the
Albany County Planning Department
for reference purposes only.

Date: 2/5/2026



RECEIVED
FEB 03 2026
BY: 

Note:

We are refiling the petition because the notice in the Laramie Boomerang did not run on Saturday, January 31st.

The notice in the paper should run Wednesday, February 4th.

We did this due to the requirement of the State Statute to have the petition appear within 10-days in the newspaper.

Carson Engelskirger

307 460-1618

PETITION

To the City of Laramie

WE, THE UNDERSIGNED, HEREBY PETITION the City of Laramie City Council to de-annex 80 acres more or less pursuant to authority vested in Wyoming State Statute 15-1-421.

WE STATE OR BELIEVE:

- 1.) That the petitioners are owners of land to be de-annexed.
- 2.) That the two-tracts of land (one tract consisting of 5.018 acres and another tract consisting of 74.86 acres more or less) be returned to the jurisdiction of Albany County with the original zoning and uses prior to the annexation by the City of Laramie.
- 3.) That the petitioners objected, at the time, but were force annexed by the City of Laramie due to Wyoming State Statutes 15-1-401 through 15-1-404 (specifically 15-1-404(d)).
- 4.) That the petitioner later purchased the adjacent tract of land which caused the annexation (after being forcibly annexed AND the original landowner subsequently abandoned plans to develop the property).
- 5.) That there IS NO benefit to the petitioner or the community for the petitioner's land to be within the incorporated city limits of Laramie.
- 6.) That the public health, comfort, convenience, necessity or public welfare will not be adversely affected by the de-annexation of the property.
- 7.) That the lack of sufficient public infrastructure (city utility services) does not coincide with "urban growth area".

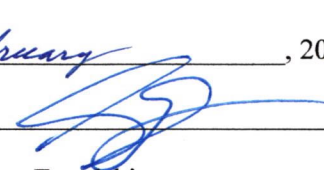
Legal description and property ownership deeds attached.

Signature of Petitioner




Carson Engelskirger 2951 Snowy Range Road February 3, 2026

Danielle Engelskirger 2951 Snowy Range Road February 3, 2026

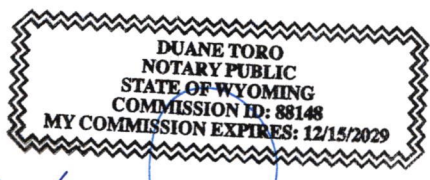
WITNESS my hand this 3 day of February, 2026.


Carson Engelskirger

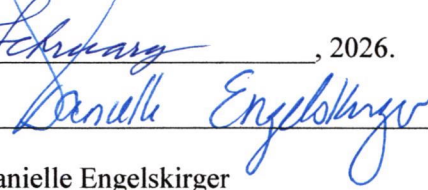
State of Wyoming
County of Albany

This instrument was acknowledge before me on the 3 day of February, 2026

By : Carson Engelskirger
Notary Public



(Seal)
My commission expires: 12/15/29

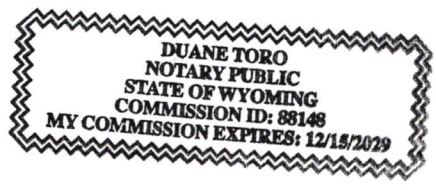
WITNESS my hand this 3 day of February, 2026.


Danielle Engelskirger

State of Wyoming
County of Albany

This instrument was acknowledge before me on the 3 day of February, 2026

By : Danielle Engelskirger
Notary Public



(Seal)
My commission expires: 12/15/29

Cc: Albany County Board of County Commissioners
Albany County Planner
City of Laramie Clerk

EXHIBIT A to Special Warranty Deed

SIMON CONSTRUCTION

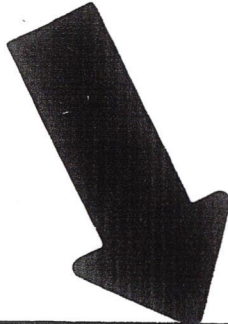
22 23

POINT OF COMMENCEMENT
N1/4

S89°25'24"E 2643.66' (M)
BASIS OF BEARING

27 26

WAPA
POWER STATION



NW 1/4 SEC. 26
T 16 N, R 73 W 6TH P.M.
AND PORTIONS OF LOT
3,4,7, AND 8

S00°39'30"W 1447.68' (M) TIE

POINT OF BEGINNING

S89°41'24"E 2616.79' (M)

POWER LINE

POWER LINE

CIRRUS
SKY TECH.
PARK

N00°24'11"W 892.84' (M)

TRACT 1

SUBJECT PARCEL
74.86

S00°39'30"W 1329.92' (M)

N89°53'46"W 483.94' (M)

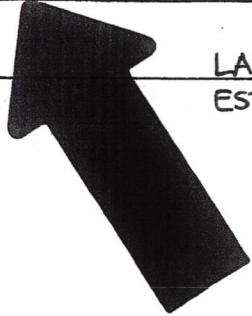
N00°05'54"E 446.66' (M)

TRACT 2

N89°54'06"W 2112.02' (M)

NORTHVIEW STREET

30th STREET



LARAMIE RIDGE
ESTATES 8th ADDITION



COUNTY OF ALBANY
525 GRAND AVE ROOM 105 ·
LARAMIE, WYOMING 82070
(307) 721-2541 · FAX (307) 721-2544
COMMISSIONERS@CO.ALBANY.WY.US

February 17, 2026

Todd Feezer, City Manager
City of Laramie
P.O. Box C
Laramie, WY 82070

Re: Report on the De-Annexation request for two properties: Tract 1 described by the Assessor as 16 N 73 W 26 PORT OF L 3-4; 7-8; and Tract 2 described by the Assessor as 16 N 73 W 26 NW TRACT

Dear Mr. Feezer:

The Board of County Commissioners are in receipt of a copy of the petition filed with the City of Laramie from Carson and Danielle Engelskirger requesting the de-annexation of properties owned by Carson and Danielle Engelskirger and Engel Land LLC from the municipal boundaries of the City of Laramie. As per W.S. 15-1-421 (a), we are providing this report to detail the impacts of this proposed de-annexation to the County and what will be required by the applicant if the de-annexation is approved.

The de-annexation will require law enforcement response from the Albany County Sheriff Office and emergency response from Albany County Fire District #1 or the Laramie Fire Department through an intergovernmental agreement. County maintained roads do not exist in the area. Where these properties are currently vacant, the de-annexation will not cause a significant burden for this property to be served by the County.

The zoning of this property is currently under City zoning. The property owner's zoning designation shall revert to the equivalent zoning districts that existed for these properties prior to the annexation of these properties (December 19, 2023). Tract 1 would revert to Agricultural and Tract 2 would revert to Ranchette.

The Board of County Commissioners finds that no significant impacts would occur if this de-annexation were to be approved. If the proposed de-annexation is approved, future use/development shall meet all adopted regulatory standards of Albany County.

Sincerely,

A handwritten signature in blue ink that reads "Terri Jones".

Terri Jones
Chairperson

Cc: Carson and Danielle Engelskirger, Derek Teini, Philipp Gabathuler, and David Gertsch
Attached: Area Map, Petition

THAD HOFF
COMMISSIONER

TERRI JONES
COMMISSIONER

PETE GOSAR
COMMISSIONER



1002 S 3rd Street
Laramie, WY 82070

307-721-2568
planning@albanycountywy.gov
www.albanycountywy.gov

STAFF REPORT

To: Board of County Commissioners
From: David C. Gertsch, Planning Director
Date: February 5, 2026
Re: Engelskirger Petition to De-Annex from the City of Laramie

Summary of Request

Carson and Danielle Engelskirger have filed a petition with the City of Laramie for de-annexation of two properties. A map provided in the petition shows Tract 1 to be the larger parcel of approximately 74.86 acres and is owned by Engel Land LLC (Danielle Engelskirger is the registered agent) and Tract 2 is the smaller parcel of approximately 5.02 acres and is owned by Carson and Danielle Engelskirger.

Background

On December 19, 2023, both Tract 1 and Tract 2 were annexed into the City of Laramie. The owner of Tract 1 was West Slope Development Company, while the owner of Tract 2 was Carson and Danielle Engelskirger. In addition to the annexation, a number of other items pertaining to the properties were approved by the Laramie City Council at the same meeting. The Laramie City Council approved amendments to the future land use map of the City of Laramie Comprehensive Plan and amended the City of Laramie's Official Zoning Map for both tracts. The West Slope Preliminary Plat was approved for Tract 1 by the Laramie City Council at that time as well.

In January of 2025, Engel Land LLC purchased Tract 1 from West Slope Development Company. The preliminary plat remains active for a few more years, but the new owner is not interested in developing in the City currently.

County Requirements for a De-Annexation

While the County does not have decision making authority for de-annexation requests, it does have a statutory obligation to fulfill. Wyoming Statutes state that the landowner, "shall...provide a copy of the petition to the county commissioners of the affected county. The county commissioners shall, within sixty (60) days, prepare a report on the impact of the de-annexation...The commissioners may establish rules and regulations for the area to be de-annexed which are consistent with county land use plans and zoning ordinances" (W.S. § 15-1-421 (a)).

In summary, there are two standards that the County must address for proposed de-annexation. First, the County must prepare a report addressing any impacts caused by the de-annexation. The second standard is that the County may establish rules for the area affected by the de-annexation.

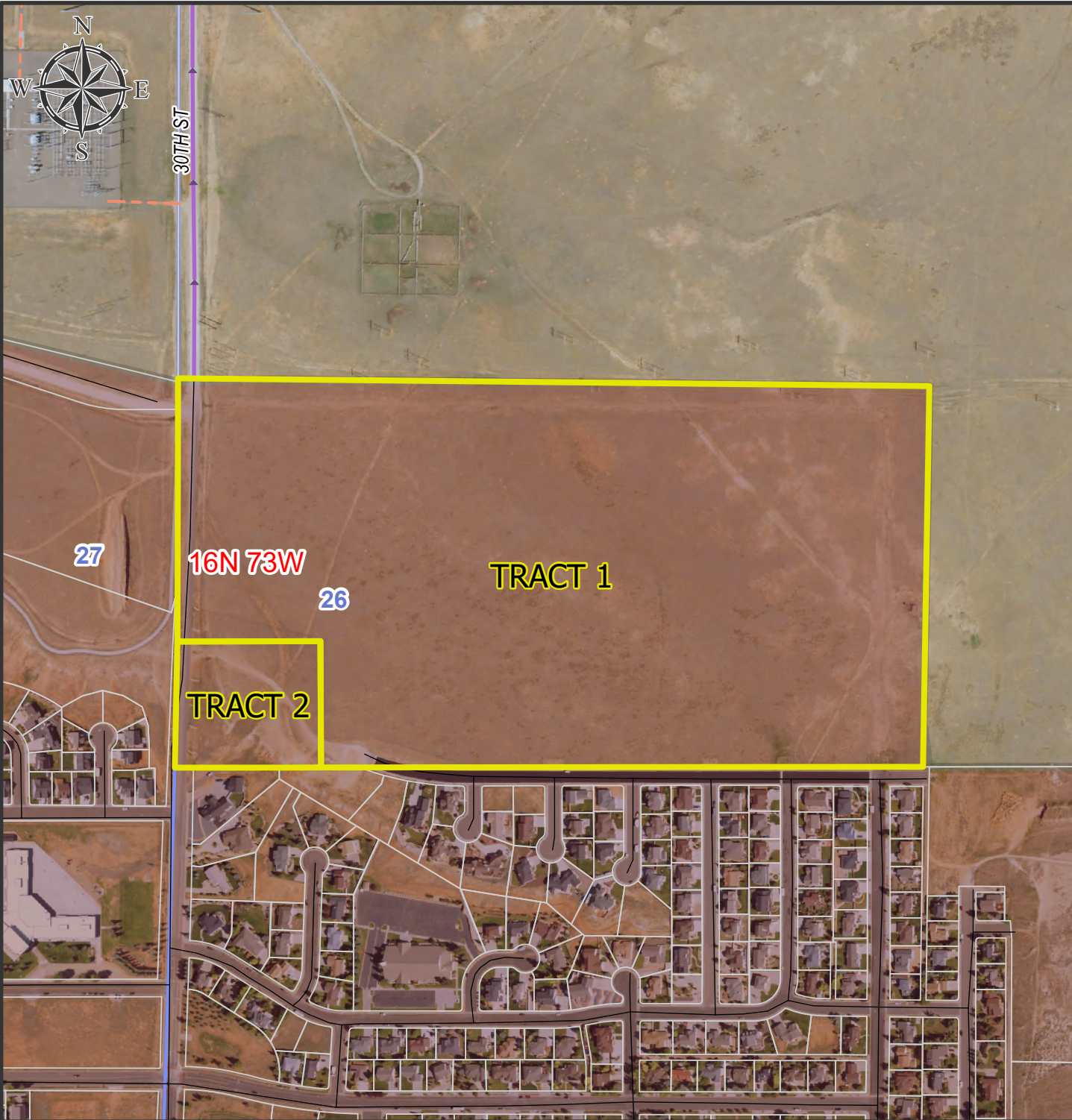
Staff Analysis

The de-annexation request was sent to other departments for review. No negative impacts were noted by any of the reviewers. Where no negative impacts were determined, a draft report was written saying such. As for the establishment of rules and regulations for this area, this property was regulated by the Albany County Zoning Resolution prior to annexation in late 2023. It is reasonable to return the properties zoning designations to those which existed prior to annexation. This re-establishment of zoning districts for these properties will ensure the enforceability of the standards of the zoning resolution for these properties. All other adopted regulations will also apply to these property if the de-annexation is approved.

Staff Recommendation

1. Approve the attached report on the impacts of the de-annexation as provided.
2. Require that the properties, if the annexation is approved, revert to the equivalent County zoning districts that existed prior to the property annexation in 2023. These include Agricultural for Tract 1 and Ranchette for Tract 2. This requirement is stated in the report.

Attached: De-Annexation Report and Attachments

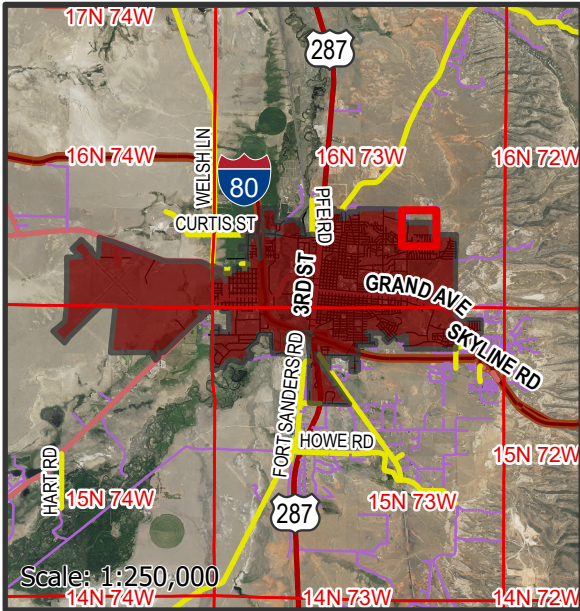


TRACTS 1 & 2 Engelskirger Petition

- Address Points
- Forest Service Road
- City Street
- Private Road
- County Road
- State Highway
- US Highway
- Interstate Highway
- Tracts
- City of Laramie
- Ownership as of 11-5-2025
- Township/Range
- Section

This map was created by the
Albany County Planning Department
for reference purposes only.

Date: 2/5/2026



0 0.03 0.05 0.1 0.15 0.2 0.25 Miles

PETITION

To the City of Laramie

WE, THE UNDERSIGNED, HEREBY PETITION the City of Laramie City Council to de-annex 80 acres more or less pursuant to authority vested in Wyoming State Statute 15-1-421.

WE STATE OR BELIEVE:

- 1.) That the petitioners are owners of land to be de-annexed.
- 2.) That the two-tracts of land (one tract consisting of 5.018 acres and another tract consisting of 74.86 acres more or less) be returned to the jurisdiction of Albany County with the original zoning and uses prior to the annexation by the City of Laramie.
- 3.) That the petitioners objected, at the time, but were force annexed by the City of Laramie due to Wyoming State Statutes 15-1-401 through 15-1-404 (specifically 15-1-404(d)).
- 4.) That the petitioner later purchased the adjacent tract of land which caused the annexation (after being forcibly annexed AND the original landowner subsequently abandoned plans to develop the property).
- 5.) That there IS NO benefit to the petitioner or the community for the petitioner's land to be within the incorporated city limits of Laramie.
- 6.) That the public health, comfort, convenience, necessity or public welfare will not be adversely affected by the de-annexation of the property.
- 7.) That the lack of sufficient public infrastructure (city utility services) does not coincide with "urban growth area".

Legal description and property ownership deeds attached.


Signature of Petitioner



Carson Engelskirger

2951 Snowy Range Road

February 3, 2026



Danielle Engelskirger

2951 Snowy Range Road

February 3, 2026

WITNESS my hand this 3 day of February, 2026.

[Signature]
Carson Engelskirger

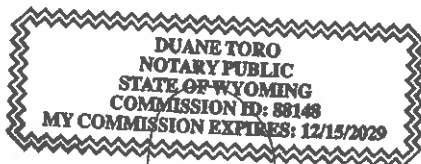
State of Wyoming
County of Albany

This instrument was acknowledge before me on the 3 day of February, 2024

By : Carson Engelskirger

Notary Public

(Seal)



My commission expires: 12/15/29

WITNESS my hand this 3 day of February, 2026.

[Signature]
Danielle Engelskirger

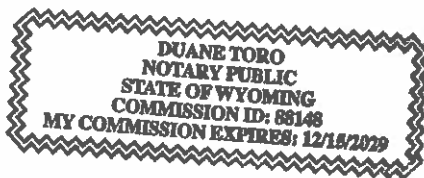
State of Wyoming
County of Albany

This instrument was acknowledge before me on the 3 day of February, 2026

By : Danielle Engelskirger

Notary Public

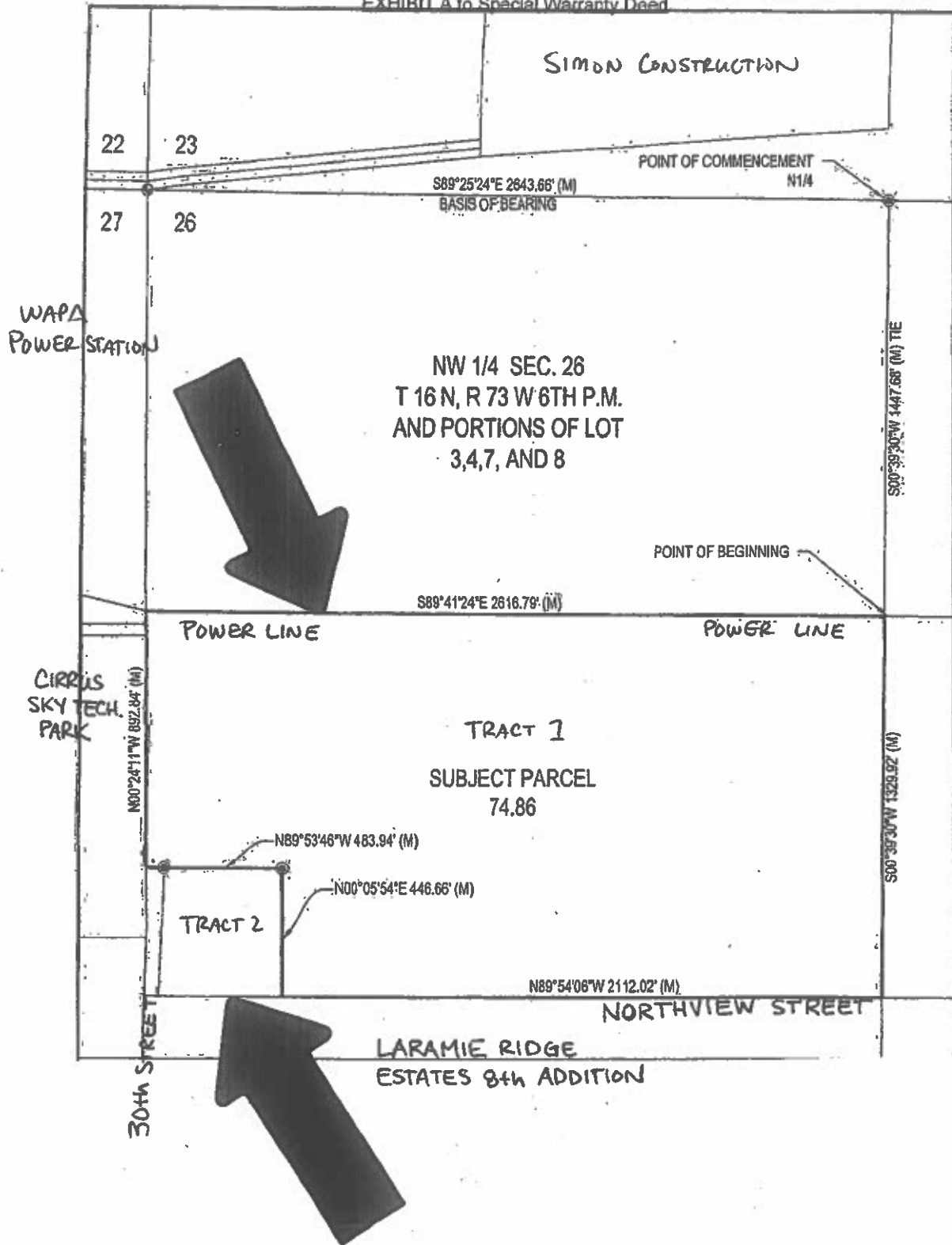
(Seal)



My commission expires: 12/15/29

Cc: Albany County Board of County Commissioners
Albany County Planner
City of Laramie Clerk

EXHIBIT A to Special Warranty Deed





**LARAMIE PLANNING COMMISSION
(SITTING AS THE LARAMIE BOARD OF ADJUSTMENT)
April 13 2026
STAFF REPORT**

FILE: VAR-26-0001: Prairie West Estates Expansion

REQUEST: The following variances are requested from Laramie Municipal Code 15.14.140.A.3 (Minimum Community Size), 15.14.140.A.4 (Perimeter Landscaping), 15.14.140.A.5 (Screening Requirements), 15.14.140.A.6.a, 15.14.140.B.2 (Permitted Accessory Buildings Within a Manufactured Home Park)

PROJECT LOCATION: 2260 Franklin Street

OWNER: Prairie West Estates, LLC

APPLICANT: Christie Roberts, DWEL inc.

CURRENT ZONING: R2M (Limited Multi-Family with Independent Manufactured Homes) Zoning District

PREPARED BY: Joseph Shahidi, Planner II

STAFF RECOMMENDED MOTION:

Move to **deny** the requested variance from Laramie Municipal Code sections 15.14.140.A.3, 15.14.140.A.4, 15.14.140.A.5, and 15.14.140.B.2, located at 2260 Franklin St, based on findings of fact and conclusions of law.

APPLICABLE CODE SECTIONS

- LMC -- 15.06.060.D – Variances
- LMC – 15.08.020.F – Limited Multi-Family with Independent Manufactured Homes (R2M) District
- LMC – 15.10.000 – Table of Permitted Uses
- LMC – 15.14.140.A – Development Standards – Manufactured Home Communities – Development Standards
- LMC – 15.22.020 – Nonconforming Uses

Authority for consideration and granting of variances is found in LMC § 15.06.060.D [Variances]. The variance process is intended to provide limited relief from the requirements of this code in those cases where strict application of a particular requirement will create a practical difficulty or unnecessary

hardship prohibiting the use of land in a manner otherwise allowed under this code. It is not intended that variances be granted merely to remove inconveniences or financial burdens that the requirements of this code may impose on property owners in general. Rather, it is intended to provide relief where the requirements of this code render the land difficult or impossible to use because of some unique physical attribute of the property itself or some other factor unique to the property for which the variance is requested. State and/or federal laws or requirements may not be varied by the city.

APPLICABLE DEFINITIONS

15.08.020.F – Limited Multi-Family with Independent Manufactured Homes (R2M) District – purpose

The R2M district is intended to promote the construction of and the continued use of the land for single-family dwellings on small-size lots with a greater density of land use allowed than in the R2 district. In addition to single-family homes, two-family homes (duplexes), townhomes, HUD manufactured homes, and multi-family residential buildings not exceeding four units are allowed. The district prohibits commercial and industrial use or any other use that would substantially interfere with the development or continuation of residential uses in this district.

15.28.030.A.129 – Dwelling, Manufactured Home – A single-family dwelling unit constructed after June 15, 1976, built in accordance with National Manufactured Home Construction and Safety Standards Act, 42 U.S.C. Section 5400 et seq.

15.28.030.A.130 – Dwelling, Mobile Home -- A factory-built dwelling built before June 15, 1976, to standards other than the National Manufactured Home Construction and Safety Standards Act, 42 U.S.C. Section 5400 et seq., and acceptable under applicable state codes in effect at the time of construction of introduction of the home into the state. Mobile homes have not been built since introduction of the National Manufactured Home Construction and Safety Standards Act, 42 U.S.C. Section 5400 et seq.

15.28.030.A.214 – Lot – "Lot" means the area enclosed within the boundary of a lot.

15.28.030.A.230 – Manufactured Home Community – A site containing spaces, improvements and utilities that are leased for the long-term placement of manufactured homes, mobile homes, or recreational vehicles.

15.28.030.A.320 – Setback – The minimum distance required from the property line to the building line.

15.28.030.A.348 – Structure -- anything constructed or erected, except fences or decks less than twelve inches in height, which requires permanent location on the ground or is attached to something having location on the ground. (Ord. 1322 § 2 (part), 2000: Ord. 194 § 12.2(32), 1964).

15.28.030.A.373 – Use – The purpose for which land or building is designed, arranged or intended, or for which either is or may be occupied or maintained. (Ord. 194 § 12.2(33), 1964).

BACKGROUND/DISCUSSION:

On December 22, 2025, Planning staff met with the applicant and owner of Prairie West Estates to discuss a proposed expansion of the existing manufactured home community. The community was originally approved through a Conditional Use Permit on April 18, 2006, and later modified through a variance approved on December 20, 2006. It currently contains 46 spaces. The applicant proposes to expand the community by an additional 63 spaces into previously undeveloped portions of the property, resulting in a total of 109 spaces.

The existing manufactured home community does not conform to several development standards adopted with the Unified Development Code on March 2, 2010, including requirements related to minimum community size, landscaping, screening, and accessory structures. As a legally established use, the existing development may continue; however,

expansion of the use onto previously undeveloped land triggers compliance with current development standards pursuant to LMC Section 15.14.010.B.2.

Following the meeting, the applicant submitted a variance request for the following sections of code:

1. 15.14.140.A.3 - All manufactured home communities shall be a minimum of 20 contiguous acres.
2. 15.14.140.A.4 -- All manufactured home communities shall conform to the L4 site perimeter landscaping standards of subsection 15.14.050.
3. 15.14.140.A.5 -- All manufactured home communities shall be screened from any adjacent development or public street with a masonry wall or solid material fence at least six feet in height and adequate plantings.
4. 15.14.140.B.2 -- Detached individual storage rooms with an area no more than 150 sq. ft. each.

The Lot

Prairie West Estates is located on a single lot totaling approximately 17.42 acres. Although bisected by the Jimmy Carter Subdivision, the property is generally located west of Colorado Avenue and south of Franklin Street. The site is almost entirely surrounded by incorporated land, with the exception of

approximately the southern two-thirds of the western property line, which abuts unincorporated county property.

The property contains a 20-foot-wide utility easement for water running north-south, located approximately 55.8 feet east of the western property line which is used for a city water line leading to a city water facility to the south of this property.

The Use

The property is zoned R2M, where a manufactured home community is permitted by right. Unlike many uses that rely primarily on the general development standards in LMC Section 15.14, manufactured home communities are subject to use-specific design standards outlined in LMC Section 15.14.140. These standards apply to expansions, reconfiguration of spaces, and the addition or modification of on-site structures. For example, while a development comprised primarily of single-family dwellings would follow the setback requirements in LMC Section 15.12, manufactured home communities are subject to the specific setback standards in LMC Section 15.14.140.A.6.

The use was originally approved in 2006 by City Council through a Conditional Use Permit (CU-06-01) and later amended that same year through a Variance (VAR-06-04). The original approval contemplated up to 125 spaces; however, only 46 were developed. Because the approved plans have lapsed, any further development of the site requires submission of a new site plan that complies with current standards in LMC Chapter 15.

At this time, no site plan application has been submitted and the applicant has not yet submitted a site plan application pending the outcome of this variance request.

DEPARTMENT REVIEW:

The application was routed to other City departments for review and comment per standard procedure. Based upon the applicant's submitted information, no comments were provided to the planning division.

FINDINGS OF FACT FOR VARIANCE:

In support of their request, the applicant has provided a detailed explanation related to the finding of fact required for this Variance request. This reasoning can be found in the attached cover letter.

Pursuant to LMC §15.06.060.D [Specific Review Procedures – Variances], the Board of Adjustment must find that **all** of the following criteria have been met in order to approve the variance:

- (a) There are special circumstances or conditions, fully described in the board's findings, that are peculiar to the land or building for which the adjustment is sought and do not apply generally to land or buildings in the neighborhood, and have not resulted from any act of the applicant subsequent to the adoption of the code, such as irregularity, narrowness, or shallowness of lot, or exceptional topographical conditions.**

Staff Response: The Planning Division finds that no special circumstances or conditions exist that would justify regulatory relief. With the exception of a utility easement located on the west side of the property, the lot appears to be fully developable, with a standard configuration and relatively flat topography.

- (b) The circumstances or conditions are such that the strict application of the provisions of the code would deprive the applicant of the reasonable use of such land or building.**

Staff Response: The Planning Division finds that strict application of the code would not deprive the applicant of reasonable use of the property. The property is currently developed and functioning as a manufactured home community, and expansion of the use remains feasible under compliant design. The inability to expand at the intensity or configuration proposed does not constitute a deprivation of reasonable use.

- (c) If applicable, the circumstances or conditions are such that the strict application of the provisions of the code would deprive the applicant of access to alternative forms of energy such as solar or wind power.**

Staff Response: Not applicable. The request does not involve solar or wind energy systems, and the variance would not impact access to alternative energy sources.

- (d) The granting of the adjustment is necessary for the reasonable use thereof and the adjustment as granted is the minimum adjustment that will accomplish this purpose.**

Staff Response: The Planning Division finds that the requested variance is not necessary to allow reasonable use of the property. While the applicant has indicated a desire to accommodate storage rooms and additional vehicle storage, these elements can be designed to comply with applicable development standards. As such, the requested adjustment is not considered the minimum necessary.

- (e) The granting of the variance is in harmony with the general purposes and intent of the code and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.**

Staff Response: The requested variances are not in harmony with the general purposes and intent of the code. The development standards for manufactured home communities are intended to ensure adequate buffering, screening, and site design to mitigate impacts associated with higher-density residential development. Granting relief from multiple core standards would undermine these objectives and could result in adverse impacts to surrounding properties and public welfare.

- (f) The variance, if granted, will not alter the essential character of the neighborhood or district in which the property is located, nor substantially or permanently impair the appropriate use or development of adjacent property.**

Staff Response: The requested variances would alter the essential character of the development by reducing required design and buffering standards for a higher-density residential use. Expansion of the community without compliance with these standards may negatively affect adjacent properties and limit the ability of surrounding land to develop in a compatible manner..

PUBLIC COMMENTS:

Legal notice was published in the Laramie Boomerang on March 27, 2026. Letters were sent to surrounding property owners within 300 feet of the subject property. Prior to writing this staff report, the Planning Division received one inquiry primarily concerning stormwater and drainage in the area.

ALTERNATIVES:

1. Approve the variance as submitted by the applicant, based on findings of fact and conclusions of law.
2. Approve the variance subject to conditions based on findings of fact and conclusions of law.
3. **Deny** the variance based on findings of denial. **(Recommended)**
4. Postpone the variance until issues identified during the meeting can be resolved.
5. Move to Withdraw the variance based on staff recommendations.

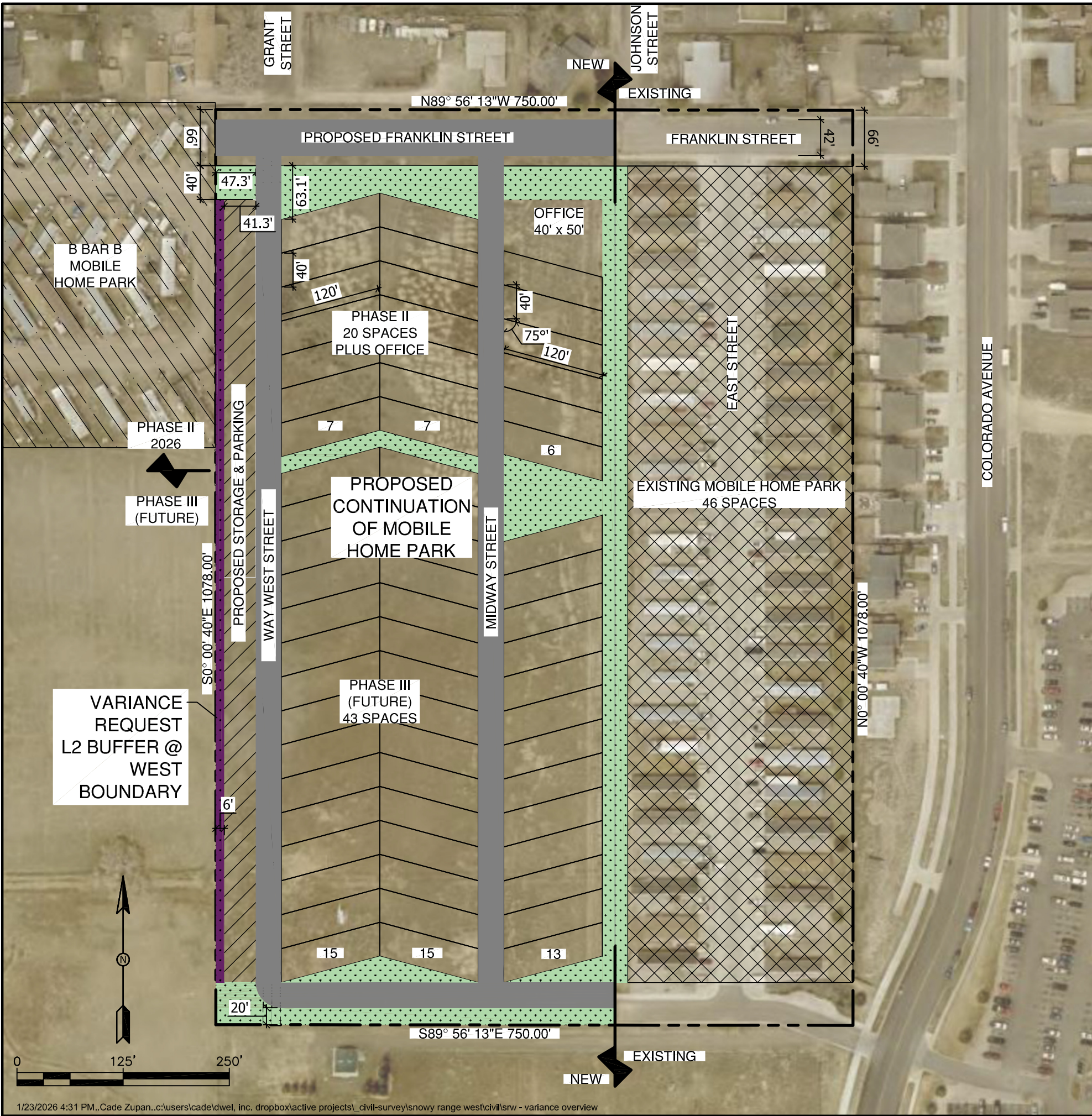
CONCLUSION OF FINDINGS AND STAFF RECOMMENDATION/ BOARD OF ADJUSTMENT OPTIONS:

All the required findings, statutorily necessary for granting a variance as detailed in the staff report above, cannot be made for the request for relief from Municipal Code LMC section 15.14.140.A.6 therefore:

Move to **deny** the requested variance from Laramie Municipal Code sections 15.14.140.A.3, 15.14.140.A.4, 15.14.140.A.5, and 15.14.140.B.2, located at 2260 Franklin St, based on findings of fact and conclusions of law.

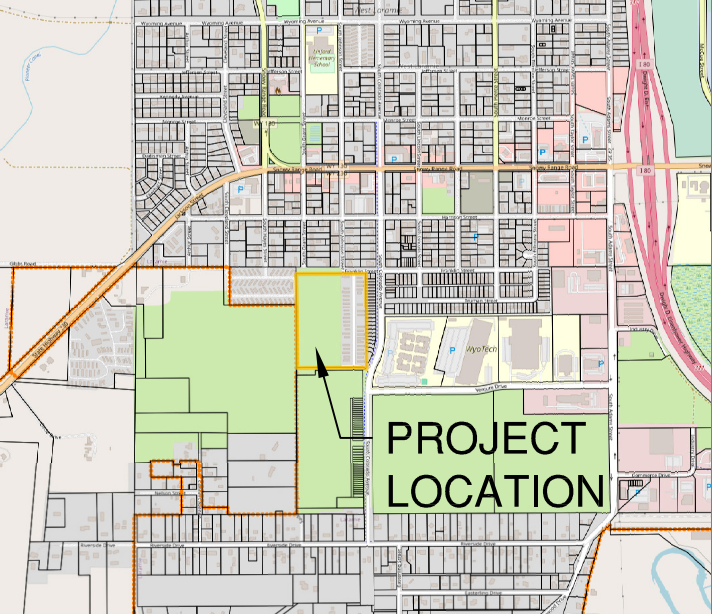
ATTACHMENTS:

1. Vicinity Map (1 Page)
2. Applicant Cover Letter (4 Pages)
3. Site Plan (1 Pages)



PROJECT SUMMARY	
ADDRESS:	2260 FRANKLIN ST., LARAMIE, WY
LEGAL DESCRIPTION:	LOT 1, BLOCK 1
SUBDIVISION:	SNOWY RANGE WEST
LOT SIZE:	758,815 SF
PIN#:	15730623000200
FLOOD ZONE:	X
OCCUPANCY GROUP:	R
NUMBER OF SITES:	EXISTING - 46
	PHASE I - 20
	FUTURE PHASE - 43

LEGEND	
	PROPERTY LINE
	LOT LINE
	PROPOSED STORAGE & PARKING AREA
	EXISTING HOMES
	PROPOSED LANDSCAPE AREA (CODE COMPLIANT)
	VARIANCE REQUEST AREA



VICINITY MAP
 NTS

sheet no:
CUP-1
 drawn by: CJMZ
 date: 23 Jan 26

PROPOSED SITE LAYOUT
SNOWY RANGE WEST



526 regency drive,
 suite 102,
 laramie, wy 82070
 dwel-inc.com
 307.742.6116

January 23, 2026

Revised March 25, 2026

City of Laramie
Community Development Department
P.O. Box C
Laramie, WY 82073

To Whom It May Concern:

Please find enclosed an application for a Variance from various sections within Section 15.14.140 Manufactured Home Communities. The purpose of this Variance request is threefold:

1. To allow continued development of an existing Mobile Home Community that was started prior to the adoption of the current code.
2. To reduce separation between an existing mobile home park and proposed expansion of a separate mobile home park.
3. To allow for additional storage facilities and parking areas within the development parcel to comply with concurrent sections of 15.14.140.

The proposed Variances are detailed below:

- A Variance from Section 15.14.140.A.3 which states *All manufactured home communities shall be a minimum of 20 contiguous acres*. The parcel under consideration began construction as a Manufactured Home Community in 2006, prior to the adoption of the Unified Development Code in 2010 and this section's minimum acreage requirement. The Developer has no additional land to increase the size of the existing community.
- A Variance from Section 15.14.140.A.4 to allow for an L2 Landscaping buffer yard at the West boundary of 2260 Franklin Street. Section 15.14.140.A.4 states *All manufactured home communities shall conform to the L4 site perimeter landscaping standards of subsection 15.14.050*. Per the table copied below, the requested L2 buffer yard requires a minimum width of six feet (6'), compared to a twenty-foot (20') width for an L4 Separation.



TABLE 15.14.050-3: SPECIFICATIONS FOR SITE PERIMETER LANDSCAPING

Requirement	L1 Edge Treatment	L2 Buffer	L3 Separation	L4 Separation
Planting Area Width (minimum average) [1]	3 ft	6ft	12ft	20 ft
Planting Area Width (minimum at any point) [1]	3 ft	6 ft	10 ft	15 ft
Total Landscape Units[4] Required per linear foot of property line or street frontage	0.20 units per linear foot	0.30 units per linear foot	0.40 units per linear foot	0.65 units per linear foot
Minimum number of landscape units that shall be trees	none	25% of the total required units,	35% of the total required units,	40% of the total required units,
Minimum number of landscape units that shall be evergreen trees	none	none	20% of the total required units,	30% of the total required units,
Minimum number of landscape units that shall be shrubs	20% of the total required units, either hedge or fence	5% of the total required units,	10% of the total required units,	10% of the total required units,

Additional Standards:

The proposed Variance request exceeds the landscaping buffer requirements of the parcel's Zoning District (R2M), which requires an L1 buffer, (see table copied below) by providing a L2 buffer yard in its place. The parking areas will fulfill storage/oversize parking requirements of LMC 15.14.140.A.14, and is expected to increase the functionality of the development.

TABLE 15.14.050-2: APPLICABILITY OF SITE PERIMETER LANDSCAPING

Required Level of Site Perimeter Landscaping (Level 1, 2 or 3)
Adjacent to the Following Zoning Districts or Streets:

District of Proposed Development	AG, RR, O	LR, R1, R2, R2M	R3	NB, B1, B2	DC, C2	LM, IP, I1, AV, AE	I2	Freeway	Collector, Arterial, Expressway	Property not within City limits
AG, RR, O	N/A	L1	L1	L3	L4	L2	L4	L4	L2	L1
LR, R1, R2, R2M	L1	L1	L1	L2	L2	L3	L4	L4	L2	L1
R3	L3	L2	L1	L1	L1	L3	L4	L3	L2	L1
NB, B1, B2	L3	L2	L2	L1	L1	L2	L3	L2	L2	L1
DC, C2	L3	L3	L2	L2	L1	L2	L3	L2	L2	L1
LM, IP, I1, AE	L3	L3	L3	L2	L2	L1	L1	L2	L2	L1
AV	N/A*	N/A*	N/A*	N/A*	N/A*	N/A*	N/A*	N/A*	N/A*	N/A*
I2	L4	L4	L4	L3	L3	L2	L1	L2	L2	L1
Non-residential use in R zone	L3	L2	L1	L1	L1	L2	L3	L2	L2	L1



- A Variance from Section 15.14.140.B.2 which states *Detached individual storage rooms with an area no more than 150 sq. ft. each.* The Developer intends to provide detached individual storage units of 150 square feet or less at each individual Manufactured Home Space within the development, but would *also* like to provide free standing storage units at the western side of the property as an amenity to the community. Phase 1 residents indicate that additional storage areas are of value and the proposed storage units would provide for secure, enclosed storage, decreasing the instances of outdoor un-regulated storage within the community. The Owner seeks to utilize the fourteen-foot (14') difference in required landscaping width to provide additional storage and parking areas for park residents. The parking areas will fulfill storage/oversize parking requirements of LMC 15.14.140.A.14, and is expected to increase the functionality of the development.
- Section 15.14.140.A.5 states *All manufactured home communities shall be screened from any adjacent development or public street with a masonry wall or solid material fence at least six feet in height and adequate plantings.* The existing Phase 1 of the Development was not required to install a solid material fence and enforcement of this fencing requirement on the north boundary. Implementation of this requirement would also unnecessarily separate the proposed development from the neighboring Mobile Home Park.

It is believed that the following findings support approval of this Variance request:

1. **Special Circumstances.**

This request is based on a special circumstance created by the adjoining developed mobile home park, B Bar B. Requiring an L4 separation and solid fencing would unnecessarily separate two similar residential developments. No other instances of adjoining mobile home parks within City limits were identified, and the only undeveloped R2M parcels adjacent to existing mobile home parks are separated by public streets. Accordingly, this instance is a special circumstance, and is not the result of any action by the applicant. Additionally, the southern portion of the western boundary adjoins unincorporated land. While a portion of the boundary directly adjoins the existing B Bar B Mobile Home Park, the southern segment of the western boundary abuts unincorporated, undeveloped land. This portion does not present the same separation concerns as a boundary adjoining dissimilar or more intensive land uses, and the proposed L2 buffer is appropriate given the existing condition and unknown future development conditions.

2. **Denial of Reasonable Use.**

If this variance request is denied, the applicant would be deprived of reasonable use of the property. The Manufactured Home Community was established and began construction in 2006, prior to the adoption of the 2010 code that introduced the 20-acre minimum size requirement. Denial of this variance would effectively impose a standard enacted after development had already commenced, resulting in an unreasonable limitation on the owner's ability to utilize the property as originally intended.



3. Minimum Adjustment.

The proposed Variance will not result in any increase in non-conformity for the subject parcels or surrounding properties, and represents the minimum adjustment necessary to accomplish the purpose of this request. As proposed, the application exceeds the landscaping buffer requirements of the underlying zoning district.

4. Consistency with Code Intent.

Granting this Variance is consistent with the intent of the code by allowing for the cohesive integration of an existing mobile home park with a proposed expansion. The request also exceeds the landscaping requirements of the R2M zoning district. The north, east, and south boundaries of the development meet, or will meet, the L4 separation requirements of the code.

5. Neighborhood Character and Public Interest.

Approval of this Variance will not adversely affect neighborhood character or the public interest. The proposal allows similar uses to adjoin cohesively and provides improvements that will benefit residents of both the existing and proposed mobile home parks.

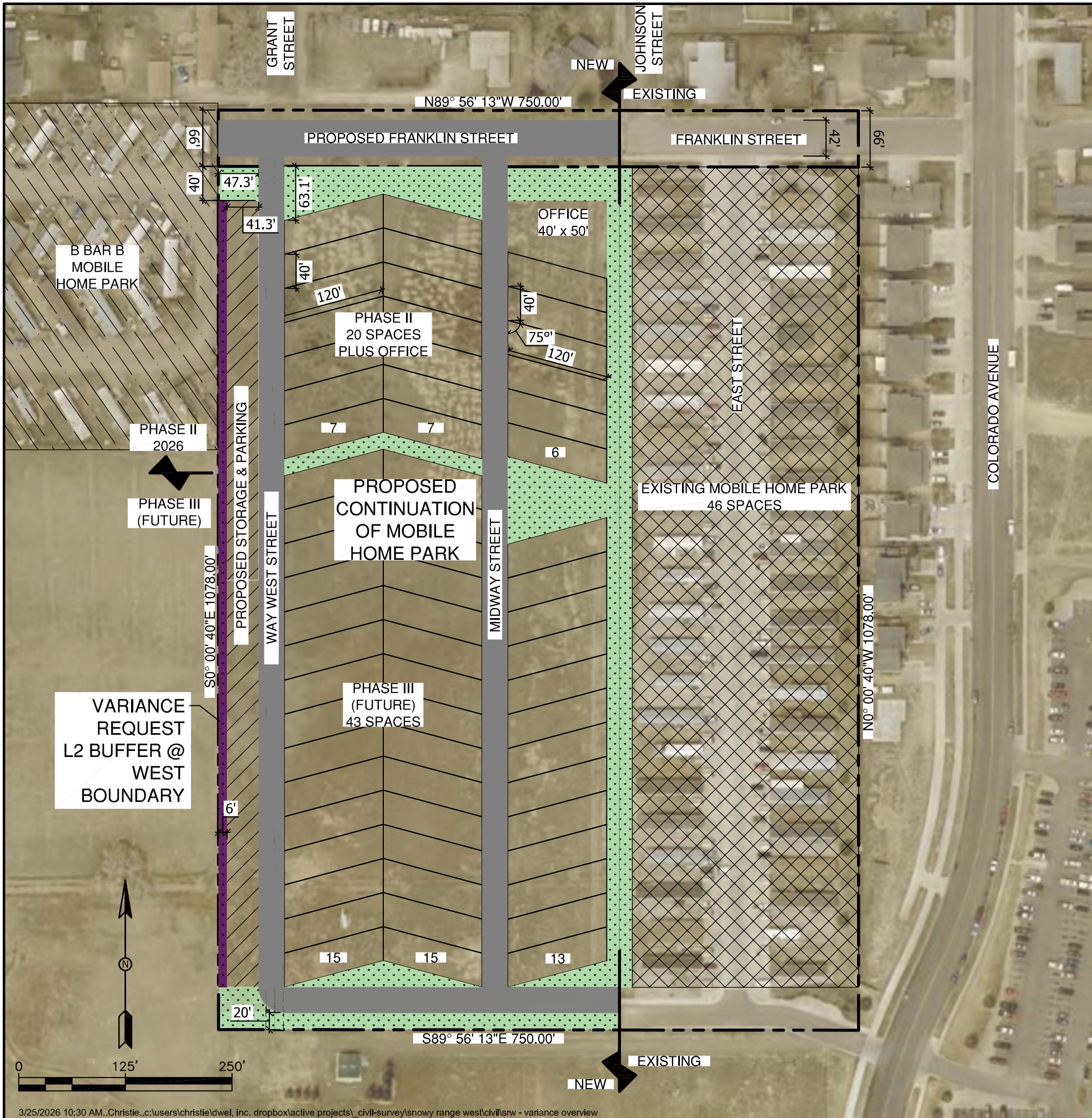
Thank you for your time and consideration. If you have any questions, please feel free to contact me.

Sincerely,



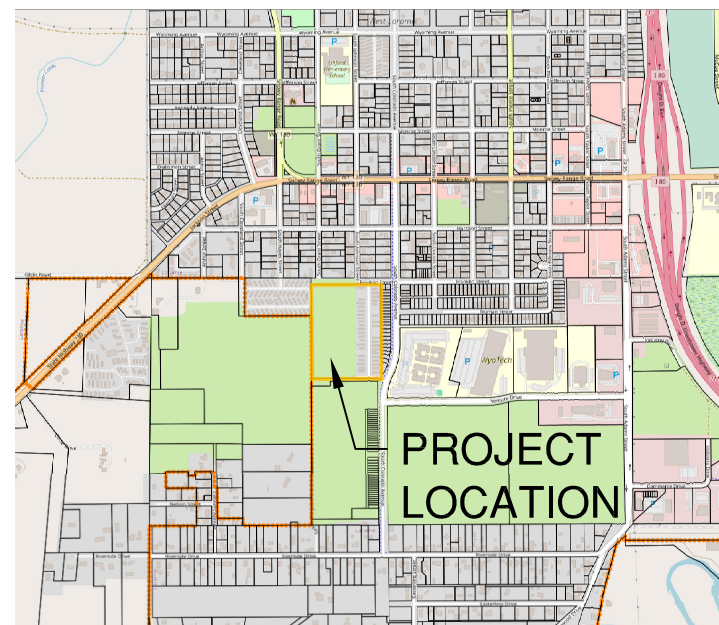
Christie Roberts, PE





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SUBDIVISION:	SNOWY RANGE WEST
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PIN#:	15730623000200
ZONING:	R2M
FLOOD ZONE:	X
OCCUPANCY GROUP:	R
NUMBER OF SITES:	EXISTING - 46
	PHASE I - 20
	FUTURE PHASE - 43

LEGEND	
	PROPERTY LINE
	LOT LINE
	PROPOSED STORAGE & PARKING AREA
	EXISTING HOMES
	PROPOSED LANDSCAPE AREA (CODE COMPLIANT)
	L2 BUFFERYARD VARIANCE REQUEST



VICINITY MAP
 NTS

sheet no:
CUP-1
 drawn by: CJMZ
 date: 25 Mar 26

PROPOSED SITE LAYOUT
 SNOWY RANGE WEST

dwel, inc.
 engineering - design
 526 regency drive,
 suite 102,
 laramie, wy 82070
 dwel-inc.com
 307.742.6116