



# **AGENDA**

Tuesday, March 8, 2022  
6:00 PM

Town Council Chambers  
600 9<sup>th</sup> Street, Wheatland, Wyoming

---

- A. Call to Order – Roll Call
- B. Citizen Comments
- C. Declaration of Conflicts of Interest
- D. New Business
  - I. **Request:** Simple Subdivision to divide approximately 8 acres from approximately 273 acres
    - i. **Applicant:** Willis Williams
    - ii. **Location:** NW1/4SW1/4 of Section 4, Township 23 North, Range 68 West
- E. Approval of minutes from the February 8, 2022 Regular Meeting
- F. Board Discussion (if any)
- G. Adjournment



Meeting Dates: Planning and Zoning, Tuesday, March 8, 2022, at 6:00 PM  
County Commissioners, Tuesday, March 15, 2022, at 10:00 AM

Applicant: Willis Williams

Request: Request for a Simple Subdivision located in Section 4, Township 24 North,  
Range 68 West

Location: 661 Grange Road, Wheatland, Platte County, Wyoming



Request Details:

Willis Williams purchased 270+ acres in Section 4, Township 23 North, Range 68 West, Wheatland, Wyoming from Dale Van Loo with the agreement that the portion of the property where Mr. Van Loo's house is located, approximately 8-acres, be divided off and deed back to Mr. Van Loo.

Neighbor Comments:

None received.

Agency Comments:

Wheatland Irrigation District Manager Arrington: Thank you for the opportunity to review and comment on the Van Loo Simple Subdivision plat. The plat that you sent for my review has one omission (does not show the point of diversion from the Curtis Ditch) and one item that needs to be deleted (the notation that there is a Wheatland Irrigation District easement). I have attached two pages with comments that depict the necessary changes. Please let me know if you have any questions.

Analysis:

Mr. Williams request for a Simple Subdivision to divide off one approximately 8-acre tract meets the requirements for a simple subdivision. Per the Ranching, Agriculture, and Mining (RAM) District regulations having a minimum lot area of 10-acres, if approved, this approximately 8-acre parcel will be zoned Class I Single-Family Residential Classification. This zoning makes sense as the parcels across Grange to the west located around Wheatland Reservoir #1 are also zoned Class I Single-Family Residential Classification. Mr. Van Loo's residence would retain the 661 Grange Road address. Grange Road is classified by Road and Bridge as a category 1 and 2 road. The section of Grange Road that this division is being requested is within Category 1, meaning paved road with high traffic volume. High priority for signage, repairs, and snow removal. Also, would be priority for any future improvement.

Wheatland Irrigation District approved Option 2 of Water Plan Approval for Subdividers which requires Mr. Williams to include show all WID infrastructure and easements; both recorded and unrecorded, if applicable on the plat; and show the water conveyance facility to each lot to protect each lot owner's right to receive water on the plat.

If approved; per Platte County Rules and Regulations, Mr. Williams shall, within one year, submit the final plat to the Planning and Zoning Commission and the Board of County Commissioners for review and approval.

Planning and Zoning Options:

In reviewing requests, the Commission may:

- 1) Approve the request as proposed;
- 2) Approve the request with conditions (if applicable);

- 3) Postpone to a definite time – continues the request to the next regularly scheduled meeting of the commission to allow further review to be done (applicant would not need to reapply, certified mailing and public notice fees would be billed to the Town.);
- 4) Postpone Indefinitely – the request or motion is neither approved or disapproved and the request or motion cannot be brought up again during the meeting; however, it can be brought back as a new request at a future meeting (applicant would have to reapply and would pay the application fee, certified mailing fee, and public notice fee); or
- 5) Deny the request (with or without prejudice).

\*\* Failure to achieve a quorum results in an automatic continuance to the next regularly scheduled meeting, and a motion fails due to the lack of a second.

January 10, 2022

Planning and Zoning Commission

Platte County Commissioners

I, Willis Williams, purchased acreage in Section 4, Township 23 North, Range 68 West, Wheatland, Wyoming from Dale Van Loo with the agreement that a portion of the property be divided off and deeded back to Mr. Van Loo. This simple subdivision request is the first step towards satisfying that portion of the purchase agreement.

Kind regards,

A handwritten signature in cursive script that reads "Willis Williams".

Willis Williams

**Wheatland Irrigation District**  
**Water Plan Approval Form for Subdividers**  
Form Adopted by the Board on August 7, 2009  
Revised on September 12, 2019

Subdivision Name: VanLoo

Name of Developer: Willis Williams

Address: 744 Ayers Rd Wheatland WY 82201

Telephone: 307-760-4935

Subdivider must select one of the following three options pursuant to Wyoming law and Platte County Regulation. Please provide all requested information when submitting to the Wheatland Irrigation District Board of Commissioners.

**(1) Subdivider will relinquish all the water rights to the District**

This process requires the following documents:

- a. Executed Authorization for Detachment of Water Rights form;
- b. Proof of Ownership; and
- c. Map prepared by a licensed surveyor showing:
  - i. location of lands from which the water right is being removed;
  - ii. all ditches, pipelines and other means of conveyance;
  - iii. location of all points of diversion and pivot points for circular sprinklers;
  - iv. landmarks and physical features such as highways, railroads, streams, etc.; and
  - v. delineation of ownership boundaries of lands.

(If this option is selected, the Authorization for Detachment Form must be signed and attached prior to approval by the Wheatland Irrigation District.)

**(2) Subdivider will prepare a water distribution plan for approval by the District**

This process requires the following documents:

- a. An executed Authorization for Detachment of Water Rights form for all water rights under planned roads and structures (the form must be accompanied by the documents described in Option 1 above);
- b. The subdivision plat must show all Wheatland Irrigation District infrastructure and easements (recorded and unrecorded);
- c. Easement agreements necessary to deliver water to the subdivided parcels;
- d. An Agreement with the District regarding water ordering and delivery; and
- e. The subdivision plat must show the water distribution plan, including all private ditches, waste ditches, pipelines, easements (recorded and unrecorded), and measuring devices.

- (3) Subdivider will change the place of beneficial use of the water rights to other lands within the District's boundaries

This process requires the following documents:

- a. A petition for change of place of use to the Wyoming State Board of Control;
- b. Consent form signed by the District's Board of Commissioners;
- c. Proof of Ownership; and
- d. Map prepared by a licensed surveyor showing:
  - i. location of lands from which the water right is being removed;
  - ii. all ditches, pipelines and other means of conveyance;
  - iii. location of all points of diversion and pivot points for circular sprinklers;
  - iv. landmarks and physical features such as highways, railroads, streams, etc.;
  - and
  - v. delineation of ownership boundaries of lands.

Please indicate the Option Selected:

1    ②    3

*Willis Williams*

Willis Williams  
Subdivider

1/4/22  
Date

Approved by the Wheatland Irrigation District:

*Lee Oyst*  
Signature

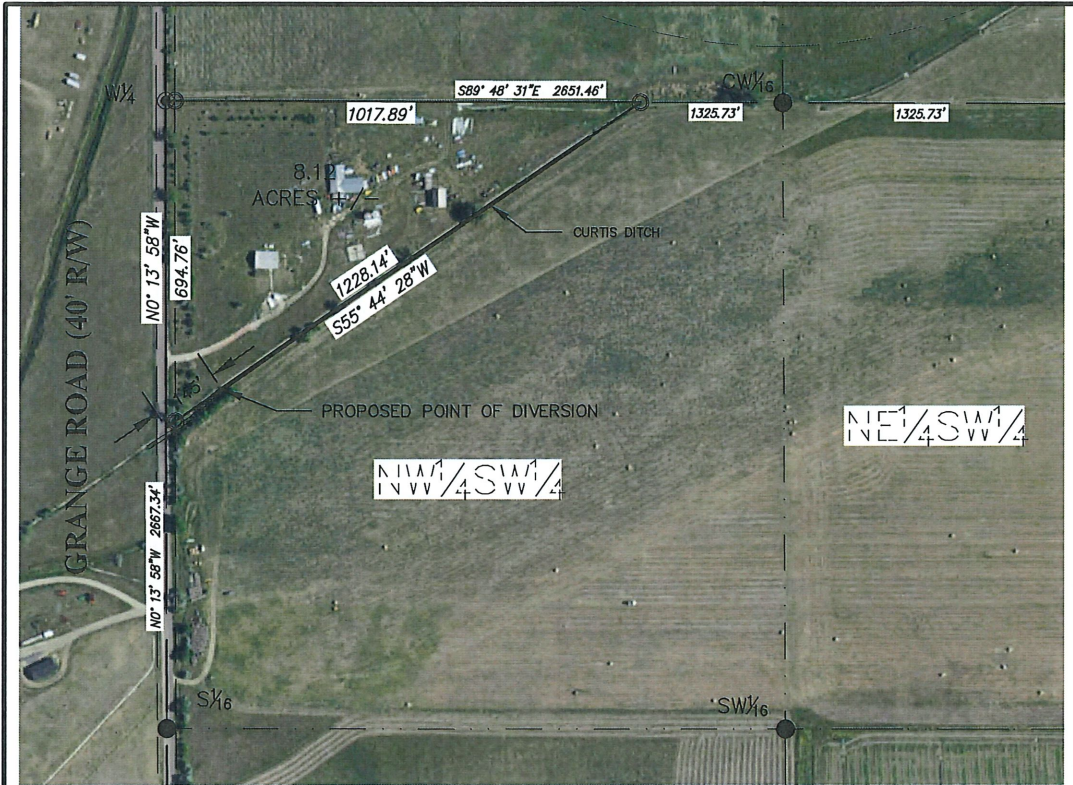
1/7/22  
Date

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name and Title



**LEGAL DESCRIPTION**

A parcel of land situated in NW¼SW¼ of Section 4, Township 23 North, Range 68 West, of the 6th P.M., Platte County, Wyoming, more particularly described as follows;

Beginning at the West Quarter Corner of Section 4, thence S89°48'31"E, along the North line of the SW¼, a distance of 1017.89 feet; thence S55°44'28"W, a distance of 1228.14 feet to a point on the West line of the SW¼; thence N0°13'58"W, along the West line of the SW¼, a distance of 694.76 feet to the Point of Beginning. Containing 8.12 acres more or less and subject to easements, covenants or restrictions of record.

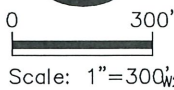
**CERTIFICATE OF SURVEYOR**

I, Jeffrey B. Jones, A Professional Land Surveyor in the State of Wyoming, for and on behalf of Steil Surveying Services, LLC, hereby state, to the best of my knowledge, information and belief, that this map was prepared from field notes taken during an actual survey made by me or under my direct supervision; and that this map correctly shows the results of said survey and that the monuments found or set are as shown.



**LEGEND**

- SET 5/8" X 24" LONG REBAR WITH 1 1/2" ALUMINUM CAP STAMPED "SSS P.L.S. 5910"
- SET 5/8" X 24" LONG REBAR WITH 2 1/2" ALUMINUM CAP STAMPED "SSS P.L.S. 5910"
- ⊙ FOUND ALUMINUM CAP STAMPED PLS 5910



REVISED: 1/4/2022

Scale: 1"=300' 21070 VANL00 S4-23-68 SMALL ROS.DWG

RECORD OF SURVEY  
FOR  
NW¼SW¼  
S4, T23N, R68W, 6TH P.M.,  
PLATTE COUNTY, WYOMING.

Date prepared: 11.18.2021



**STEIL SURVEYING SERVICES, LLC**  
PROFESSIONAL LAND SURVEYORS  
PLANNING & DEVELOPMENT SPECIALISTS  
1102 WEST 19th ST. CHEYENNE, WY. 82001 • (307) 634-7273  
756 GILCHRIST ST. WHEATLAND, WY. 82201 • (307) 322-9789  
www.SteilSurvey.com • Info@SteilSurvey.com

NO PROPOSED CENTRAL WATER SUPPLY SYSTEM NO PROPOSED CENTRALIZED SEWAGE SYSTEM  
 FIRE PROTECTION TO BE PROVIDED BY PLATTE COUNTY  
 THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE

**DEDICATION**

KNOW ALL MEN BY THESE PRESENTS THAT: Willis Thomas Williams and Kathy Orlanda Williams, Trustees of the WILLIS THOMAS WILLIAMS AND KATHY ORLANDA WILLIAMS JOINT LIVING TRUST dated September 24, 2014 owner in fee simple of that part of the NW<sup>1</sup>/<sub>4</sub>SW<sup>1</sup>/<sub>4</sub> of Section 4, Township 23 North, Range 68 West of the 6th P.M., Platte County, Wyoming, more particularly described as follows:

Beginning at the West Quarter Corner (W<sup>1</sup>/<sub>4</sub>) of Section 4, thence S89°48'31"E, along the North line of the SW<sup>1</sup>/<sub>4</sub>, a distance of 1017.89 feet; thence S55°44'28"W, a distance of 1228.14 feet to a point on the West line of the SW<sup>1</sup>/<sub>4</sub>; thence N0°13'58"W, along the West line of the SW<sup>1</sup>/<sub>4</sub>, a distance of 694.76 feet to the Point of Beginning. Containing 8.12 acres more or less and subject to easements, covenants or restrictions of record;

Has caused the same to be surveyed, platted and known as **VAN LOO SIMPLE SUBDIVISION**, does hereby declare the subdivision of said land as it appears on this plat, to be it's free act and deed and in accordance with it's desires and hereby grants the easements for the purposes indicated hereon.

Witness my hand this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

WILLIS THOMAS WILLIAMS KATHY ORLANDA WILLIAMS

**OWNERS' ACKNOWLEDGEMENT**

STATE OF WYOMING )  
 )SS  
 COUNTY OF PLATTE )

THE FOREGOING CERTIFICATE OF OWNERSHIP AND DEDICATION WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022

BY Willis Thomas Williams and Kathy Orlanda Williams, Trustees of the Willis Thomas Williams and Kathy Orlanda Williams Joint Living Trust

NOTARY PUBLIC, PLATTE COUNTY, WYOMING

MY COMMISSION EXPIRES: \_\_\_\_\_

**CERTIFICATES OF APPROVAL**

APPROVAL BY THE PLATTE COUNTY ENGINEER THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022.

HAL H. HUTCHINSON P.E. COUNTY ENGINEER

APPROVAL BY THE PLATTE COUNTY PLANNING DIRECTOR THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022.

AMY CLARK PLANNING CLERK

APPROVAL BY THE PLATTE COUNTY PLANNING COMMISSION THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022.

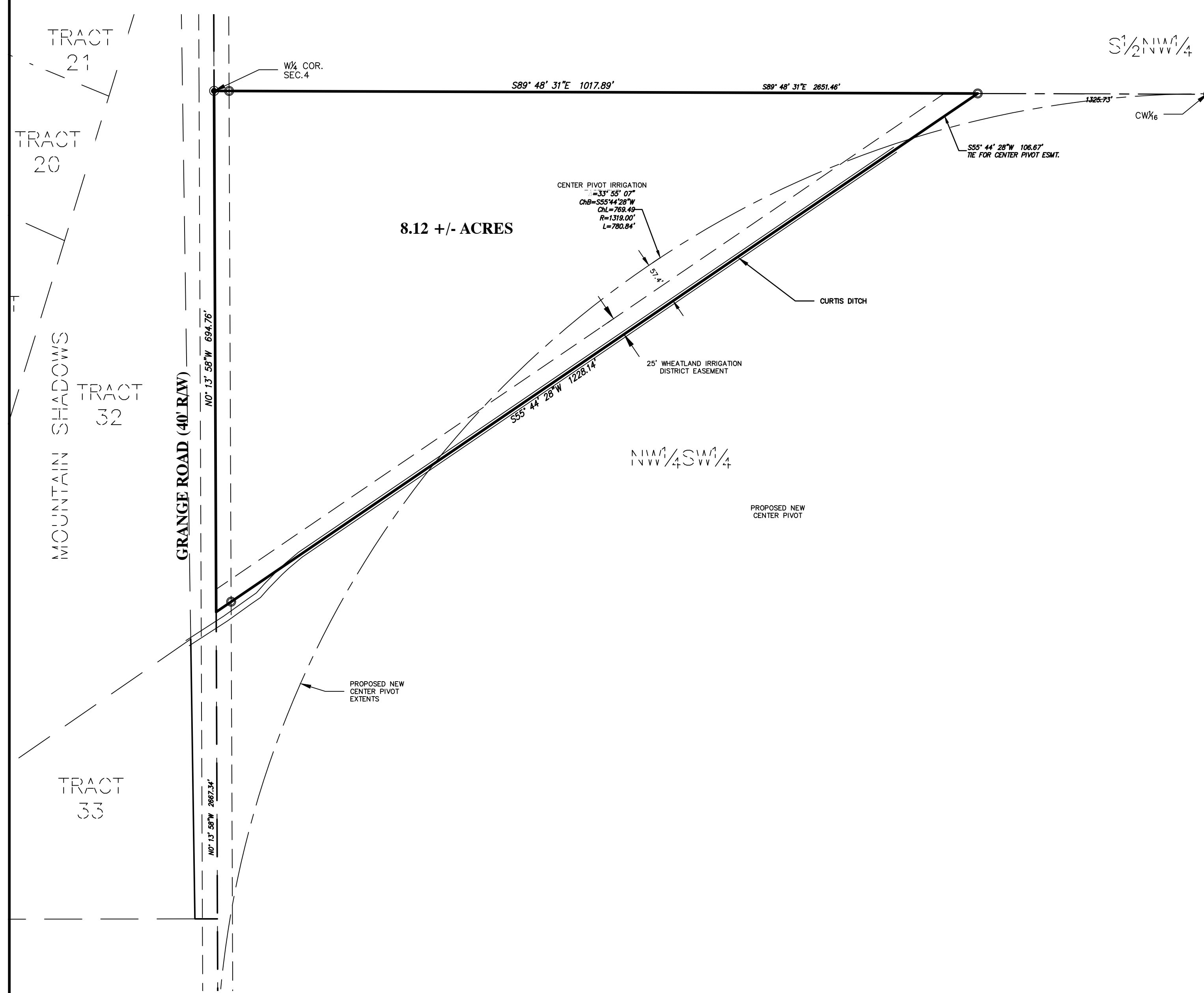
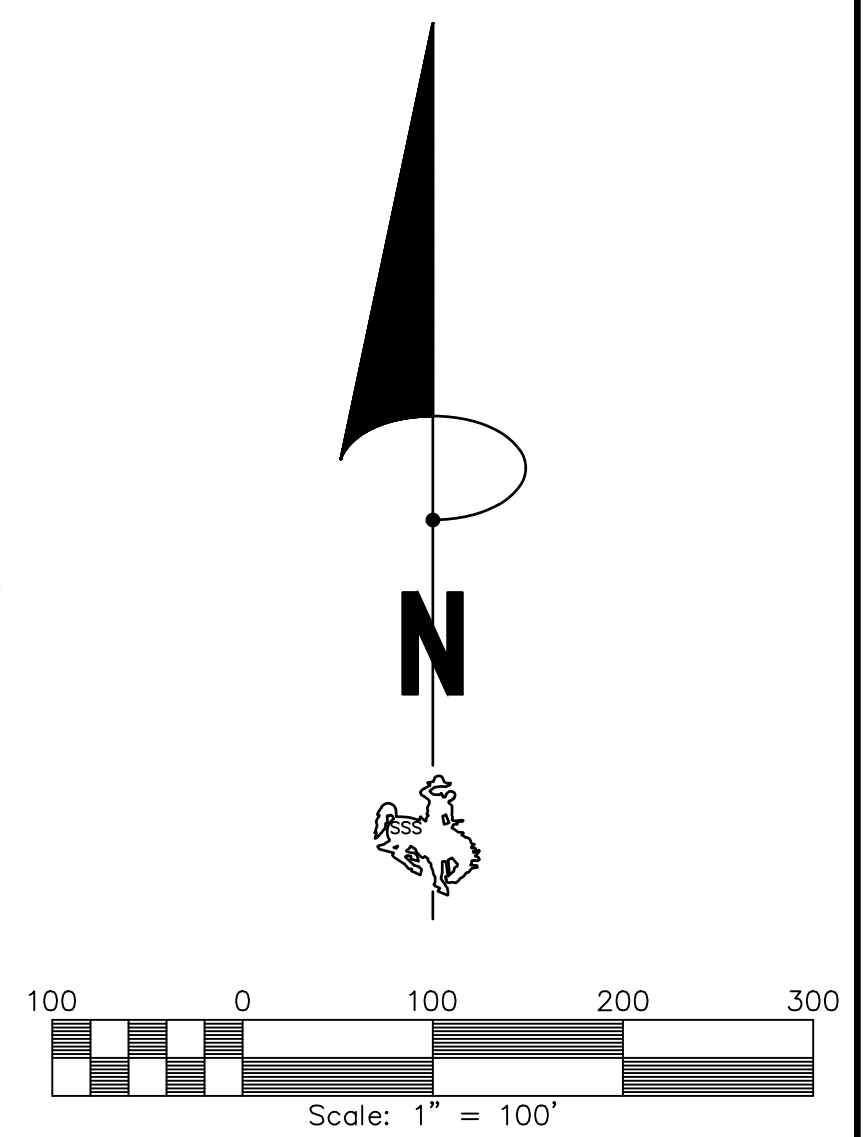
MARTY SHEPARD CHAIRMAN

APPROVAL BY THE BOARD OF COUNTY COMMISSIONERS THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022.

SANDY KONTOUR CHAIRMAN

THIS PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE CLERK AND RECORDER AT O'CLOCK, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022, AND IS DULY RECORDED IN BOOK \_\_\_\_\_, PAGE \_\_\_\_\_, WITH RECEPTION NO. \_\_\_\_\_

COUNTY CLERK



- LEGEND**
- SET 3/8" X 24" LONG REBAR WITH 1/2" ALUMINUM CAP STAMPED "SSS P.L.S. 5910"
  - SET 3/8" X 24" LONG REBAR WITH 2 1/2" ALUMINUM CAP STAMPED "SSS P.L.S. 5910"
  - FOUND ALUMINUM CAP STAMPED PLS 5910

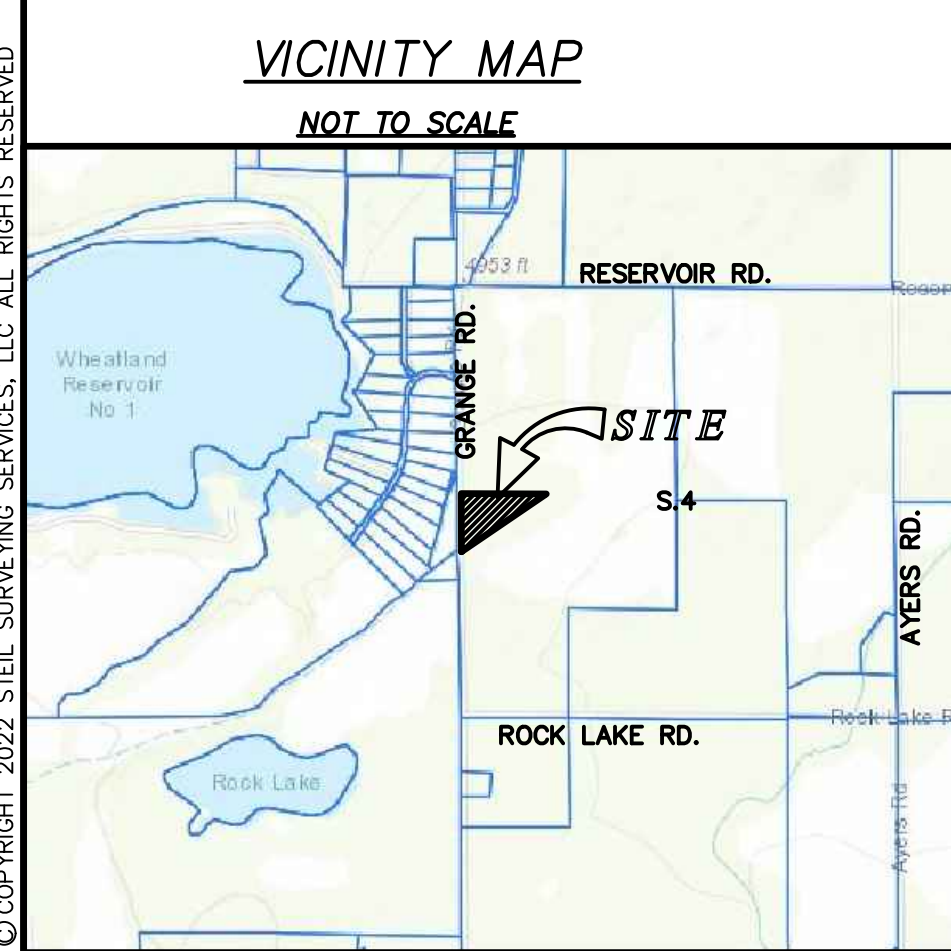
BASIS OF BEARINGS:  
 WEST LINE OF SOUTHWEST QUARTER  
 BEING N0°13'58"W, AS SHOWN

**REAL ESTATE DISCLOSURE STATEMENTS**

- NO PROPOSED CENTRALIZED SEWAGE SYSTEM.
- NO PROPOSED CENTRALIZED POTABLE WATER SYSTEM.
- HIGH WINDS MAY CAUSE BLOWING OF FARM RESIDUE ON THE SUBDIVISION.
- ONLY NORMAL RURAL FIRE PROTECTION AND AMBULANCE SERVICE CAN BE EXPECTED.
- LOT OWNER IS REQUIRED TO OBTAIN PERMITS FOR WASTEWATER DISPOSAL SYSTEMS AS PER RECOMMENDATIONS AND REQUIREMENTS BY THE WYOMING DEQ WATER QUALITY DIVISION. PERMITS ISSUED BY AUTHORITY OF WY DEQ OFFICE IN CHEYENNE.
- LOT OWNER SHALL BE RESPONSIBLE FOR ON SITE STORM WATER DETENTION FOR ANY SIGNIFICANT DEVELOPMENT ON THE LOT WHICH WOULD MEASURABLY INCREASE STORM WATER RUNOFF ESTIMATED FROM THE 100 YEAR DESIGN STORM EVENT.
- LOT OWNER CAN NOT SUBDIVIDE LOT
- LOT OWNER WILL ADHERE TO ALL EASEMENTS, COVENANTS OR RESTRICTIONS OF RECORD

**CERTIFICATE OF SURVEYOR**

I, Jeffrey B. Jones, Registered Professional Land Surveyor in the State of Wyoming, for and on behalf of Steil Surveying Services, LLC, hereby state, to the best of my knowledge, information and belief, that this map was prepared from field notes taken during an actual survey made by me or under my direct supervision; and that this map correctly shows the results of said survey and that the monuments found or set are as shown.



**FOR REVIEW**

**VAN LOO SIMPLE SUBDIVISION**

NW<sup>1</sup>/<sub>4</sub>SW<sup>1</sup>/<sub>4</sub>,  
 SECTION 4, T.23N., R.68W.,  
 OF THE 6TH P.M.,  
 PLATTE COUNTY, WYOMING  
 PREPARED JANUARY, 2022

**STEIL SURVEYING SERVICES, LLC**  
 PROFESSIONAL LAND SURVEYORS  
 PLANNING & DEVELOPMENT SPECIALISTS  
 1102 WEST 19th ST. CHEYENNE, WY. 82001 ○ (307) 634-7273  
 756 GILCHRIST ST. WHEATLAND, WY. 82201 ○ (307) 322-9789  
 www.SteilSurvey.com ○ info@SteilSurvey.com



600 9<sup>th</sup> Street · Wheatland, WY 82201 · (307) 322-2962

PLATTE COUNTY PLANNING & ZONING COMMISSION

RECORD OF PROCEEDINGS

FEBRUARY 8, 2022

**Call to Order – Roll Call**

The regular meeting of the Platte County Planning and Zoning Commission was called to order at 6:08 PM on Tuesday, February 8, 2022, by Chairman Shepard in the Wheatland Town Council Chambers.

Members Present: Chairman Shepard, Commission Member Lockhart, Commission Member Brockman, Commission Member Tiltrum, Vice Chairman Klein

Members Absent: none

Staff Present: Planning Director Clark

**Citizen Comments**

Chairman Shepard asked if there were any citizen comments for items not on tonight's agenda.

**Declaration of Conflicts of Interest**

Chairman Shepard asked if any of the Commission Members had any conflicts of interest to declare.

None noted.

**New Business**

Request for a Special Use Permit to operate a densitometer within Ranching, Agriculture, and Mining (RAM) District

Planner Clark noted in accordance with Chapter 8 of the Platte County Planning and Zoning Rules and Regulations, Platte Pipe Line Company has submitted an application for a Special Use Permit to operate a densitometer within an Agricultural Classification (since the date of application, Agricultural Classification has been updated to Ranching, Agricultural, and Mining District (RAM)). Platte Pipe Line Company has an agreement in place with the landowners to operate and maintain a pipeline and other equipment and apparatus. Per the letter of intent, the densitometer is sampling equipment that will be enclosed within an approximate 1,920 square foot fenced site. The site will be unmanned, but will require installation of a graveled access road for periodic inspection and maintenance of the equipment. Neighbor Comments: Mr. Roesch – I own 923 Highway 26 and run my cattle on the Frederick's property to the east. Will the applicant contact me before beginning construction to coordinate to ensure that gates are kept closed to keep my cattle in? Agency Comments: Mr. Seno with the Wyoming Office of State Lands and Investments- Based on the information provided the site's location is near or adjacent to state-owned land. We note any access across or work performed on state lands will require prior authorization from the state. Apart from this, we have no further comment as to the activities are not proposed for lands owned by the state. Ms. O'Rourke, Realty Specialist, Western Area Power Administration (WAPA)- F or

safety reasons the Western Area Power Administration would like the fencing to be 37.5 feet from the outer wire on the transmission line. Responses: In relation to Mr. Roesch's question: Platte Pipe Line Lands/ROW personnel are communicating with the landowners of the site and will ensure that any special instructions from the landowners are documented for the construction team and site inspector. However, the landowners have advised that the Project is not located in an area that would impact the neighbor's gates or cattle and plan to discuss the concern directly with their lessee. In relation to WAPA: Platte's submitted drawing D-41-0.0-SC0001-1247 indicates that the closest point of Platte's fence, the northwest corner, will be approximately 90 feet from the nearest overhead powerline. Platte Pipe Line Company's request to operate a densitometer within the RAM District, requires a Special Use Permit per the rules and regulations, and would support the existing pipeline project. Platte County has several pipelines that traverse the county and support economic development within the county. Platte Pipe Line's response to Ms. O'Rourke with WAPA was satisfactory and clarified the distance between the project and the powerlines, since the distance was hard to determine on the plans provided. The opinion of the Planning Office is to approve Platte Pipe Line Company's request to operate a densitometer within the RAM District. Included in the packet was one condition that is no longer needed since it has been confirmed that state land will not be utilized for access. There was no public comment. Member Brockman asked who the landowner is? Planner Clark answered, the land is owned by the Fredericks. Member Brockman asked if there was a substation close to the proposed location. Planner Clark noted that the substation is far enough away that it was not included in WAPA's request for information and WAPA asked for additional information in proximity to their transmission lines. Member Lockhart asked what does this piece of equipment do? Planner Clark noted that it takes samples from the pipeline and pointed out the intake and output on the equipment diagram. Member Klein asked if it required any type of containment and what happens if it leaks? Planner Clark noted including DEQ and the Resource District on the routing that was sent out for comments and not receiving a response from either entity. Planner Clark would request additional information from the applicant in relation to this question to have before the Commissioners meeting. Member Tiltrum asked about the size of the equipment. Planner Clark noted the size of the equipment itself in relation to the pad that it will be sitting on. Member Klein verified that the condition included in the packet was no longer needed due to verification of not traversing state land. Planner Clark confirmed yes.

Commission Member Klein motioned, second by Commission Member Brockman to approve Platte Pipe Line Company's request for a Special Use Permit to operate a densitometer within Ranching, Agriculture, and Mining (RAM) District.

Upon roll call the vote on the MOTION was:

YES: Commission Member Lockhart, Commission Member Brockman, Commission Member Tiltrum, Vice Chairman Klein

NO: none

MOTION DECLARED CARRIED

#### Final Plat Review of Laffitte Simple Subdivision

Commission Members reviewed the plat and had no questions or concerns. Chairman Shepard signed the final plat.

Final Plat Review of Lakeshore Tracts Replat of Lots 42-45

Commission Members reviewed the plat and had no questions or concerns. Chairman Shepard signed the final plat.

**Approval of Minutes**

Approval of Minutes – January 11, 2022

Planner Clark noted correcting the yes votes on the minutes approval to the members present at the meeting. Motion by Commission Member Lockhart with a second by Commission Member Tiltrum was made to approve the minutes of the previous January 11, 2022, meeting as amended.

Upon roll call the vote on the MOTION was:

YES: Commission Member Lockhart, Commission Member Brockman, Commission Member Tiltrum, Vice Chairman Klein

NO: none

MOTION DECLARED CARRIED

**Board Discussion**

Planner Clark noted that there will be a March 8<sup>th</sup> meeting with one agenda item. Do we want to try to have another subdivision workshop after that meeting or would another time work better? Members discussed scheduling and meeting times and chose to hold the next subdivision workshop after the March Planning and Zoning meeting. Planner Clark noted she would put together a packet and notice the workshop in the newspaper. Planner Clark added after speaking with Sheriff Harris and EMS Coordinator Stevenson that they would like to see large acreage subdivisions, at the very least, be reviewed by the Planning Office and the County Engineer. This would help prevent duplicate road names and other road issues in the future. The Commission agreed that a review would be beneficial for the County and the Landowner and would allow for these divisions to move forward smoothly without the need for Commission or Commissioner approval. Planner Clark added that the fee for the County Engineer’s time was already included in the fee schedule and the Planning Office time could be covered under the pre-application fee.

Chairman Shepard adjourned the meeting at 6:50 PM.

Approve:

Attest:

\_\_\_\_\_  
Chairman Planning & Zoning Commission

\_\_\_\_\_  
Planning Director Clark