



## **GUIDANCE FOR CHILD CARE**

Childcare is a unique responsibility. The standards for childcare are designed to uphold the general health, safety and welfare of children within a child care environment.

Anyone performing childcare, according to State Statutes, is to receive a license from the Wyoming Department of Family Services. Call 307-777-7564 for assistance.

Laramie County requires childcare services to be reviewed and approved as a land use matter. Contact Planning at 307-633-4303 or email at: [planning@laramiecountyyw.gov](mailto:planning@laramiecountyyw.gov) for information and help.

Laramie County Environmental Health reviews which can apply to daycare include food safety, wells, and septic tank systems. The contact phone number for Environmental Health is:

307-633-4090.

The following shows the four (4) tiers of childcare by class.

### **REQUIREMENTS AND PROCESS**

**Class A – Childcare up to 10 children in a home and**

**Class B – Childcare in a home from 11 to 15 children**

Requirement	Class A - Up to 10 Children	Class B - 11 to 15 Children
Pre-Application Meeting Required	Yes	Yes
Complete application with initial fee	Yes	Yes
Parcel Viewer Plot Plan	Yes	Yes
Neighbor Notice Letter		
Property Posting		
Environmental Health Approval	Yes	Yes
Fire Inspection	Yes	Yes
WY DFS Approval	Yes	Yes
Planning Approval	Yes	Yes

## REQUIREMENTS AND PROCESS

### Childcare Center– Class C- 16 To 29 Children and Childcare Center Class D – 30 Children or More

Requirement	Permitted Use	Conditional Use See 2-3-102
Zoning District	CB, NB, PUD, and MU	Class B Conditional Use in: LU, URHD, URMD
Pre-Application Meeting	Yes	Yes
Complete application with initial fee	Yes	Yes
Site Plan Required – See 3-1-109 Parts A through M	Yes	Yes
Public Notice Requirements	Yes	Yes
Public Hearing with County Commissioners for site plan	Dependent upon impacts to area. Otherwise, administrative approval.	Public Hearing and Decision by Planning Commission for Class B Conditional Use
Public Hearing with Planning Commission for conditional use and accompanying site plan	No	Yes
75 sq. ft. outdoor open space per child enclosed by 6 ft. high solid wood fencing	Yes	Yes
Employee parking and drop-off area required	Yes	Yes
Landscaping requirements	Yes	Yes
Environmental Health Approval	Yes	Yes
Fire Inspection	Yes	Yes
WY DFS License Approval	Yes	Yes

#### NOTES:

1. A Wyoming Registered Engineer, Landscape Architect or Surveyor, with possible service combination, are required to prepare a commercial site plan or a site plan for a Class B conditional use.
2. Review requirements for site plans: Section 3-1-109 Parts A through M.
3. A Class C and Class D Childcare is required to be within a structure other than a dwelling, It is considered a commercial use.