

# VARIANCE REQUEST GUIDE

## VARIANCE REQUEST THROUGHOUT THE REGULATIONS

A variance is an exception to the land use regulations, with criteria that must be met. Variance requests can be made which address standards shown within Section 1-4-100 of the Laramie County Land Use Regulations.

Variance requests which can be applied for, with criteria to meet include:

- Zoning
- Subdivisions
- Drainage and Stormwater Management
- Grading, Erosion and Sediment Control
- Floodplain Management
- Road Standards

See Section 1-4-100 Parts A through F for the variance types and the criteria for granting a variance for that type.

A variance, which has the force to rid the requirement or change the requirement to make it ineffective is prohibited. Any such request is considered as an amendment to the regulation.

The Laramie County Planning Commission has the authority to hear and decide on all variances.

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## PROCESS

- Required pre-application meeting which provides guidance.
- Provide complete application with initial fees.
- Property is posted with public hearing notice. One per road frontage.
- Legal notice published in newspaper at least 30 days prior to public hearing at Planning Commission.
- Notice letters to area property owners sent first-class mail. The number of letters is dependent upon an urbanized or rural zoning district designation.
- Intra agency review of the variance request.
- Public Hearing by the Planning Commission. After the public hearing the Planning Commission may decide to approve, approve with conditions, or deny the request based upon the criteria for granting the particular variance.

**FOR ASSISTANCE:** Contact Planning at 307-633-4303 or email [planning@laramiecountywy.gov](mailto:planning@laramiecountywy.gov)

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