

HOW A ZONE CHANGE WORKS

A zone change, also known as a rezone, changes the zoning district classification of property from one zoning district to another zoning district.

The applicant is required to be the property owner. The applicant is to provide written confirmation that the proposed zone change meets specific criteria.

A zone change is a discretionary decision made by the Board of County Commissioners with a recommendation made by the Planning Commission. See the following table for guidance.

If you need assistance contact Planning at 307-633-4303 or send an email to:

planning@laramiecountywy.gov

| PROCESS | REQUIREMENTS |
|---|--|
| Start with required Pre-Application meeting. Review Section 1-2-105 Zoning Map Amendment | Contact Planning to schedule meeting. |
| Prepare application with property owners' signature | See application for information, map, and narrative. The narrative explains: 1. The zone change request supports and upholds the safety and health of the community; and that it endorses the general welfare of the inhabitants of Laramie County and that one of the following two (2) is also determined and declared to be a finding. a. The existing zoning classification of the land does not fit the overall development pattern of the area; or b. There have been physical, economic, or social changes, within the area which have prompted the request, and which enable the zone change to better meet community needs. |
| Submit complete application according to the development review schedule. | Complete online application with narrative and map and any other submittal items. |
| Application accepted by Planning | Confirms that the zone change request is complete and can be processed with payment of initial fees. |

| PROCESS | REQUIREMENTS |
|-------------------------------------|--|
| Public Notice Steps | <ol style="list-style-type: none"> 1. Property posting by applicant – one sign per road frontage. 2. Public notice letter to area property owners. Letters mailed dependent upon a rural or urban zoned property. Mail is sent first-class. 3. Legal notice in newspaper. 4. All public notice requirements must occur at least 30 days prior to Planning Commission public hearing. |
| Public Agency Review | Public agencies review request and offer guidance. |
| Planning Commission Public Hearing | <p>After the public hearing the Planning Commission must find:</p> <ol style="list-style-type: none"> 1. The zone change request supports and upholds the safety and health of the community; and that it endorses the general welfare of the inhabitants of Laramie County and that one of the following two (2) is also determined and declared to be a finding. <ol style="list-style-type: none"> a. The existing zoning classification of the land does not fit the overall development pattern of the area; or b. There have been physical, economic, or social changes, within the area which have prompted the request, and which enable the zone change to better meet community needs. |
| Planning Commission recommendation | May recommend approval or denial with justification, recommendation forwarded to County Commissioners. |
| County Commissioners Public Hearing | At public hearings, Commissioners may approve or deny the zone change request. It is a discretionary decision. |
| Applicant pays all remaining fees | Project is closed out with the recorded resolution and map update. |