



## LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

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Planning • Building

### MEMORANDUM

**TO:** Laramie County Board of County Commissioners

**FROM:** Justin Arnold, Planning and Development Program Manager

**DATE:** July 1, 2025

**TITLE:** Public Hearing to adopt the 2025 Laramie County Land Use Regulations

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### EXECUTIVE SUMMARY

Laramie County Planning and Development, in accordance with Wyoming State Statute, hereby wishes to adopt the 2025 Laramie County Land Use Regulations. Based upon additional public feedback, Planning and Development intends to incorporate the following modifications into the regulation:

- Title 2: Section 2-4-104(c) – Include duplex structures as conditional use Type A permits.
- Title 2:Section 2-3-102(b) – Remove legal notice in newspaper for Conditional Use Type A permits.
- Title 6 – Remove Board (SWMRB) – The Surface Water Management Review Board that is established by the Laramie County Board of Commissioners from the definitions section.
- Title 3: Section 3-1-110(m)(iv)(A) – Remove a wind farm or solar farm required to have the approval of the State of Wyoming Industrial Siting Council and shall receive that approval prior to applying for a Class C Conditional Use Permit.
- Title 3 3-1-103(i)(H) – Change Outdoor storage and signage are prohibited to Outdoor storage and signage are prohibited unless otherwise provided for in the regulation.
- Title 3: Section 3-1-11-(m)(v)(l) – The center of the base of each wind tower shall be located no less than one and one-half (1.5) (hub height + rotor diameter) from adjacent unplatted non-participating property lines and dedicated public roads. Change from rotor diameter to rotor radius.

## **PROPOSED MOTION**

**I move to adopt the 2025 Laramie County Land Use Regulations with the modifications provided for in the staff report.**

## **ATTACHMENTS**

**Attachment 1: Proposed 2025 Laramie County Land Use Regulations**

**Attachment 2: Resolution**



# LARAMIE COUNTY LAND USE REGULATIONS

TITLE 1 ADMINISTRATION .....	2
CHAPTER 1 GENERAL ADMINISTRATION .....	2
1-1-100 PURPOSE AND INTENT .....	2
1-1-101 AUTHORITY .....	2
1-1-102 APPLICABILITY .....	2
1-1-103 USE OF LANGUAGE .....	2
1-1-104 SEVERABILITY, INTERPRETATION, ABATEMENT, AND TRANSITION PROVISIONS .....	3
1-1-105 EFFECTIVE DATE .....	4
1-1-106 VIOLATIONS AND PENALTIES .....	4
1-1-107 TEXT AMENDMENTS .....	4
CHAPTER 2 DEVELOPMENT ACTION PERMITTING .....	6
1-2-100 PERMITS AND APPROVALS REQUIRED .....	6
1-2-101 DEVELOPMENT ACTION APPLICATIONS .....	6
1-2-102 FEES, CHARGES, AND EXPENSES FOR DEVELOPMENT ACTIONS .....	7
CHAPTER 3 PUBLIC NOTICE, PUBLIC HEARINGS, AND DECISION-MAKING .....	8
1-3-100 PUBLIC NOTICE AS REQUIRED BY STATUTE .....	8
1-3-101 APPLICANTS TO ATTEND HEARINGS .....	8
1-3-102 SCHEDULE OF PUBLIC NOTICE, REQUIRED HEARINGS, AND DECISIONMAKING AUTHORITIES .....	8
1-3-103 LEGAL NOTICE .....	9
1-3-104 WRITTEN NOTICE TO PROPERTY OWNERS .....	9
1-3-105 POSTED PROPERTY NOTICE .....	10
CHAPTER 4 LARAMIE COUNTY PLANNING COMMISSION .....	11
1-4-100 PLANNING COMMISSION COMPOSITION AND DUTIES .....	11
CHAPTER 5 VARIANCES, ADMINISTRATIVE ADJUSTMENTS, AND APPEALS .....	12
1-5-100 VARIANCES .....	12
1-5-101 ADMINISTRATIVE ADJUSTMENTS .....	12
1-5-102 ADMINISTRATIVE APPEALS .....	14



# LARAMIE COUNTY LAND USE REGULATIONS

## TITLE 1 ADMINISTRATION

### CHAPTER 1 GENERAL ADMINISTRATION

#### 1-1-100 PURPOSE AND INTENT

The purpose of the Laramie County Land Use Regulations is to endorse and support the public health, safety and general welfare of Laramie County. As enabled by the Wyoming Statutes, these regulations are hereby promulgated to implement guidance provided by the adopted Laramie County Comprehensive Plan.

The regulatory intent and focus of these rules are to further efficient development patterns while protecting property rights, to create fair and consistent review processes for the development and redevelopment of land, and to minimize the negative impact of development on land and water resources. The County Comprehensive Plan and AMEC Memo, which are intended to work in tandem with these rules, shall also be made available to the public at all times on the County's website.

#### 1-1-101 AUTHORITY

These regulations are adopted by the Laramie County Commissioners under the authority granted by Wyoming Statutes: Title 34 Property, Conveyances and Security Transactions, Title 18 Counties, Title 15 Cities and Towns, Title 24 Highways, Title 9 Administration of the Government, Title 35 Public Health and Safety, and Title 31 Motor Vehicles. Exclusion or absence from this enumerated list of any authority shall not abrogate or otherwise prevent exercise of any authority or enforcement of same, granted to Laramie County by law, regulation or judicial decision or interpretation. The standards, regulations, requirements, instructions, as well as the processes contained within these regulations are the result of the legislative decision-making authority by the Board of County Commissioners granted by the Wyoming State Statutes.

#### 1-1-102 APPLICABILITY

These regulations shall apply to all lands within Laramie County, except as noted. These regulations shall neither apply to federal lands nor any land within the incorporated limits of any town or city.

#### 1-1-103 USE OF LANGUAGE

To ensure the clarity of these regulations, words and terms used, defined, interpreted or further described within are to be understood as follows:

- a. The present tense includes the future tense, and vice versa.
- b. The word "shall" means mandatory.
- c. The word "may" means permissive.
- d. The word "should" means permissive.
- e. The masculine includes the feminine, and vice versa.
- f. Words used in the singular number include the plural, and vice versa, unless the context clearly indicates the contrary.
- g. The phrase "used for" includes "designed for," "arranged for," "intended for," "maintained for," and "occupied for."
- h. The term "permitted use" means the same as "use by right."



# LARAMIE COUNTY LAND USE REGULATIONS

- i. Any reference to an administrative official shall mean that particular official or their designee.
- j. Any reference to other local, state or federal government regulations shall mean the most current promulgated version unless otherwise stated.
- k. Any reference to “person” also includes corporations, partnerships of all types, firms, and companies.
- l. Where the word “days” is used to indicate a required time for meeting a requirement of the regulations, unless otherwise stated in the rule, the specified number refers to calendar days.

## 1-1-104 SEVERABILITY, INTERPRETATION, ABATEMENT, AND TRANSITION PROVISIONS

### a. Severability

Should any specific section or provision of these regulations be declared invalid or unconstitutional by any court of competent jurisdiction, the declaration shall not affect the validity of the regulations as a whole or any other part thereof, which is not specifically declared to be invalid or unconstitutional.

### b. Conflicts with Other Public Laws, Regulations or Requirements

These regulations are not intended to revoke or repeal any other public law, regulation or permit. Where the conditions imposed by any provision of these regulations are either more or less restrictive than comparable conditions imposed by any other provisions within the regulations, or any other applicable public law, resolution, rule, or regulation of any type that applies, the regulations which are more restrictive and impose higher standards or requirements shall govern.

### c. Conflicts with Private Agreements

Laramie County shall neither be a party to, nor enforce or intervene with any recorded or unrecorded private easement, private covenant, or private agreement made between or amongst members of the public or business entities for their benefit. Laramie County enforces these regulations across all applicable lands within its jurisdiction to ensure that fairness, consistency, due process, equal treatment, and individual property rights are upheld through the promulgation of these regulations and their requirements.

### d. No Abatement of Existing Actions

These regulations shall not be construed as abating any action now pending under prior regulations. These regulations do not discontinue, abate, modify or alter any penalty accruing or about to accrue; or as affecting the liability of any person, firm or corporation. These regulations do not waive any rights of the County under any section or provision existing at the time of adoption of these regulations. These regulations neither vacate nor annul any rights obtained by any person through lawful action of the County, except as expressly provided for within the body of these regulations.

### e. Transition Provision

If a written action or request, or a complete application is submitted prior to the effective date of the new Laramie County Land Use Regulations it shall be reviewed; then may be approved, denied, or tabled using the previous set of regulations. Should a written action or request, or complete application be submitted after the effective date of these regulations, such submittals are subject to all of the provisions of these new regulations.

### f. Minimum Requirements

All provisions of these regulations shall constitute the minimum requirements in Laramie County. Except as explicitly provided in these rules, nothing herein shall prevent anyone, including



# LARAMIE COUNTY LAND USE REGULATIONS

landowners, homeowner associations, developers, and contractors, from adopting their own standards above or beyond these minimum requirements.

## 1-1-105 EFFECTIVE DATE

These regulations shall be effective upon approval by the Laramie County Board of Commissioners, and the signature of the Chairperson of the Board, with the County Clerk attesting to the signature, upon the resolution which approves these regulations.

All previous iterations of this regulation shall be superseded by this regulation at the time of adoption.

## 1-1-106 VIOLATIONS AND PENALTIES

### a. Violations

No land shall be developed, used or occupied, and no structure shall be used, constructed, occupied, extended, converted, remodeled, or altered without full compliance with the terms of these regulations and other applicable regulations.

- i. Prior to any citation being issued by the County under this regulation, the County shall grant the offending party a maximum of no more than sixty (60) days to provide proof of the initiation of corrective measures, unless the offense is determined to be an immediate threat to public health or safety.
- ii. All existing commercial enterprises that were in operation prior to the initial adoption of this 2025 regulation that were actively in violation of the previous repealed version shall not be considered violations of this regulation, unless the use constitutes a nuisance pursuant to section 2-3-100 or expands operations subsequent to the date of adoption.

### b. Penalties For Violations

Violation of the provisions of these regulations by failure to comply with any of its requirements, including violations of conditions and safeguards established in connection with conditions shall constitute a misdemeanor pursuant to W.S. § 18-5-206. Unless otherwise provided for in these regulations, any person who violates these regulations, or fails to comply with any of its requirements shall, upon conviction thereof, be fined not more than \$750.00 for each violation, and in addition shall pay all costs and expenses in the case. Each day such violation continues may constitute a separate offense. Nothing herein contained shall prevent Laramie County from taking such other lawful action as is necessary and reasonable to prevent or remedy any violation.

### c. Legal Actions to Prevent Violations

In the event that any land is developed, subdivided, used or occupied, or any building or structure is erected, constructed, reconstructed, repaired, converted, or any building, structure or land is used in violation of these regulations, Laramie County Planning and Development or other appropriate authority, in addition to other remedies, may institute an injunction, mandamus or other appropriate action in a court of appropriate jurisdiction to stop the violation.

## 1-1-107 TEXT AMENDMENTS

### a. Anyone May Draft Amendment Proposals

These regulations may be amended through additions, changes, modifications, or repeal. Anyone may propose a text amendment. To do so, they must provide a red-lined document to the Planning Director and/or Public Works Director showing exactly what language is proposed to be added, removed, and/or repealed, and the location(s) the language appears in this document.



# LARAMIE COUNTY LAND USE REGULATIONS

## b. Amendment Procedure

Upon receipt of a redlined proposal to change these regulations, the Director(s) shall send the proposal to the County Attorney for legal review. The County Attorney shall determine whether the proposal lies within the scope of the authority of the County Commissioners under state law and advise the Director accordingly.

Once the legal review is complete, the Director(s) shall schedule the proposal for the next feasible Planning Commission meeting. The Director(s) shall provide a report to the Commission with recommendations as to the Director's position on the proposal. The Planning Commission shall conduct a public hearing on the proposal and vote to recommend adoption or to deny the proposal.

If the Planning Commission votes to recommend adoption of the proposal, the County shall begin rulemaking under the Wyoming Administrative Procedures Act. Legal advertisement for a Notice of Intent to Adopt Rules issued by the Board of Commissioners shall be published in a local newspaper a minimum of 45 days prior to public hearing(s). The notice shall include the date, time, location and purpose of the public hearing and direct interested parties to address inquiries and comment to Planning and Development and/or Public Works.

Upon completion of the legal notice period, the Board of County Commissioners shall then hear the proposed rule changes at the next following meeting at a public hearing and shall vote on whether to adopt the proposal.

## c. Immediate Effect Presumed

If the Commissioners vote to adopt a proposal to change these regulations, they are changed with immediate effect unless the Commissioners resolve to specify a delayed effective date.

**\*\*\*END OF CHAPTER 1 – GENERAL ADMINISTRATION\*\*\***



# LARAMIE COUNTY LAND USE REGULATIONS

## CHAPTER 2 DEVELOPMENT ACTION PERMITTING

### 1-2-100 PERMITS AND APPROVALS REQUIRED

#### a. Permits Required

An individual, property owner, agent, contractor, consultant or other person shall be required to obtain a permit/approval from Laramie County for the following development action categories which shall be furnished in writing.

#### b. No Verbal Permits

There shall be no permits or approvals given verbally.

#### c. Failure to Obtain Permits is Violation

Failure to obtain a permit or approval shall constitute a violation of Section 1-1-106 contained within this regulation.

#### d. Permit Types

The following is a list of the types of permits and approvals (unless otherwise provided for) issued by Laramie County under these rules:

- Building Permit
- Floodplain Development Permit
- Home Occupation Permit
- Non-traditional Housing Permit
- Temporary Use Permit
- Conditional Use Permit
- Grading, Erosion, and Sediment Control Permit
- Preliminary Subdivision Plan
- Modest Plat
- Small Subdivision Permit
- Minor Subdivision Permit
- Major Subdivision Permit
- Zone Change
- Variance
- Subdivision Exemption (review only)
- Certificate of Review
- Certificate of Compliance
- Administrative Adjustment
- Access Permit
- Utility Permit
- Right-of-Way Construction Permit
- Oversize/Overweight Permit
- General Public Works Permit

### 1-2-101 DEVELOPMENT ACTION APPLICATIONS

#### a. Planning and Public Works to Develop Applications

The Planning and Development Department and the Public Works Department shall provide applications for all development actions. The applications shall include the submittal requirements and processes pertinent to the development action.





# LARAMIE COUNTY LAND USE REGULATIONS

## b. Changes to Applications

Changes to the application and procedures may occur at the discretion of the Planning and Public Works Directors. Applications may require attachments which become part of the submittal process. Applications shall be submitted through the Departments' online application portals unless otherwise provided for.

## c. Applications Incorporated by Reference

The applications, their requirements, and procedures are incorporated into these regulations by reference.

## 1-2-102 FEES, CHARGES, AND EXPENSES FOR DEVELOPMENT ACTIONS

### a. Schedule of Fees

A written schedule of fees, charges, and expenses shall be made available at the Planning and Development and Public Works Departments and on their respective websites.

### b. Fees Due at Submittal

The initial fee for any application is due at the time of submittal.

### c. Fees Due Upon Approval

No final action to permit, record, authorize or allow any application as required by these regulations before the Board, Planning Commission, Planning and Development, and Public Works Departments shall be carried out until all final fees have been paid in full.

### d. Fees May Be Updated Yearly

A schedule of fees may be reviewed by the Planning Commission and adopted by the Board of County Commissioners effective July 1<sup>st</sup> of each year. Statutory notice of intent shall be followed.

### e. Fees Derived

Apart from Community Facility and Public Safety fees, all fees shall be established based upon average cost time, as well as the materials and overhead expenses accrued by County staff for services provided. See Title 4, Chapter 5 for additional fees related to subdivision permits.

**\*\*\*END OF CHAPTER 2 - DEVELOPMENT ACTION PERMITTING\*\*\***



# LARAMIE COUNTY LAND USE REGULATIONS

## CHAPTER 3 PUBLIC NOTICE, PUBLIC HEARINGS, AND DECISION-MAKING

### 1-3-100 PUBLIC NOTICE AS REQUIRED BY STATUTE

Public Notice required by these regulations will be in accordance with state statutes. The following public notice procedures are required, except as otherwise provided by the regulations. The procedures shall include legal notice, written notice to area property owners, and property signage posting by the applicant.

### 1-3-101 APPLICANTS TO ATTEND HEARINGS

The applicant or a representative agent for a development action is required to participate in all public hearings related to the project. Attendance may be accommodated for virtually. Failure to do so may result in the matter being tabled.

### 1-3-102 SCHEDULE OF PUBLIC NOTICE, REQUIRED HEARINGS, AND DECISION-MAKING AUTHORITIES

The following chart outlines required legal notice, posted notice, and written notice to area property owners by development action type:

<b>Development Action Requiring Public Notice</b>	<b>Public Notice Includes: Legal Notice, Written Notice and Property Posting</b>	<b>Public Hearing(s)</b>	<b>Decision Made By</b>
Zone Change	Yes	Planning Commission and Board	Board
Variance Request	Yes	Planning Commission	Planning Commission
Conditional Use Class A Types	Yes, no legal notice	No	Administrative
Conditional Use Class B Types	Yes	Planning Commission	Planning Commission
Conditional Use – Class C Types	Yes	Planning Commission and Board	Board
New Site Plan	Yes	Possible with Board	Administrative or by Board
Preliminary Subdivision Plan	Yes	Planning Commission	Planning Commission
Subdivision Permit and Plat for Small, Minor, and Major Subdivisions	Yes	Planning Commission and Board	Board
Modest Plats	Yes, may require legal notice	Possibly Board	Administrative or by Board



# LARAMIE COUNTY LAND USE REGULATIONS

<b>Development Action With No Decision But Requires Public Notice</b>	<b>Public Notice Includes: Legal Notice, Written Notice and Property Notice</b>	<b>Public Hearing Only</b>	<b>Public Hearing Required with Board</b>
High power transmission line public hearing - easement or right-of-way is 100 feet wide or more.	Yes	Yes	No decision. Public Hearing only before Board.
Water pipeline public hearing - pipe is at least a 24-inch-transmission pipeline.	Yes	Yes	No decision. Public Hearing only before Board.
Energy pipeline public hearing - transmission line at least 12 inches	Yes	Yes	No decision. Public Hearing only before Board.

## 1-3-103 LEGAL NOTICE

### a. 30 Days Minimum

Legal Notice for development actions or projects is to be published in a local newspaper at least thirty (30) calendar days prior to the first public hearing, or administrative decision.

#### Legal Notice Contents

The notice shall include the date, time, location and purpose of the public hearing and directs interested parties to address inquiries and questions to Planning and Development.

## 1-3-104 WRITTEN NOTICE TO PROPERTY OWNERS

### a. Letters to Specified Distances from Development Actions

Planning and Development shall send, by first class mail, a letter to property owners who are within a specified distance of the property seeking a development action. The letter will describe the project's purpose, provide a map of the proposed project if possible, and provide the date, time, and location for the public hearing. The letter shall be mailed no less than thirty (30) days prior to the first scheduled public hearing or earliest possible date of administrative decision. The applicant for a development action shall pay for the required mailing upon decision of the project by the decision-making person or body.

### b. Distances for Written Notice

Distance, not including right-of-way or designated open space from development action property lines for written notice to property owners, shall be as follows:



# LARAMIE COUNTY LAND USE REGULATIONS

General requirements	Distance From Subject Property Boundary
Class A, B, and C Conditional Uses as shown in the LU Zoning Districts.	500 feet minimum
All other zoning districts	250 feet minimum
Exceptions to General requirements	
Property owner of development action owns property within specified minimum area	Must send written notice to at least two (2) other property owners beyond the minimum distance.
The Planning Director or designee may extend distance up to one-half (1/2) of the minimum requirement when certain conditions exist.	The impacts of the development action may significantly affect the health, safety or general welfare of the surrounding area
Specific Class C Conditional Uses: adult entertainment business, confined animal feeding operation, landfill, large scale solar farm, large scale wind farm, quarry, racetrack, shooting sports range and workforce accommodation quarters	One (1) mile
High power transmission line public hearing when the easement or right-of-way is 100 feet or more in width.	Adjacent property owner on each side of right-of-way or easement.
Water or sewer pipeline public hearing when the pipe is 16-inch diameter or greater-transmission pipeline.	Adjacent property owner on each side of right-of-way or easement.
Energy pipeline public hearing when it is an interstate or intrastate pipeline is 12-inch diameter or greater	Adjacent property owner on each side of right-of-way or easement.

## 1-3-105 POSTED PROPERTY NOTICE

### a. Planning To Provide Signs at Applicant's Expense

Public Notice signs provided by the Planning Department providing notice of the proposed development action shall be posted on the property by the applicant. The applicant shall pay for the sign(s) with the initial application fee.

### b. Visible Posted Notice Required at Frontage(s)

The sign or signs shall be posted at the property frontage(s) no less than thirty (30) days prior to the first public hearing or administrative decision. Proof of posting is to be provided to the Planning Department within the same time frame. Public Notice signs are to be visible from the right-of-way, public easement, or private road. The number of signs required shall depend upon the number of property road frontages.

**\*\*\*END OF CHAPTER 3 - PUBLIC NOTICE, PUBLIC HEARINGS, AND DECISION-MAKING\*\*\***



# LARAMIE COUNTY LAND USE REGULATIONS

## CHAPTER 4 LARAMIE COUNTY PLANNING COMMISSION

### 1-4-100 PLANNING COMMISSION COMPOSITION AND DUTIES

#### a. Composition and Terms of Planning Commission

The Planning Commission shall be a five (5) member body appointed by the Board of County Commissioners serving staggered three (3) year terms.

#### b. Responsibilities of Planning Commission

The Planning Commission shall carry out the following duties and responsibilities:

- i. Conduct public hearings as directed by the Board of County Commissioners.
- ii. Conduct public hearings on any text or map change for the Laramie County Comprehensive Plan and make a recommendation to the Board of County Commissioners. The Planning Commission shall make zone change recommendations utilizing criteria contained within these regulations.
- iii. Conduct public hearings on any text or map change for the Laramie County Land Use Regulations and make a recommendation to the Board of County Commissioners. The Planning Commission is to use criteria contained within these regulations.
- iv. Conduct public hearings about Class B conditional uses, and make a decision to approve, approve with conditions, deny, or table the request.
- v. Conduct public hearings about subdivision permit and plat applications and make a recommendation to the Board of County Commissioners. The Planning Commission may recommend approval, approve with conditions, table, or deny. Any item tabled or any recommendation to table, or approve with conditions, or recommended denial, shall have the written reasoning for such action placed in the record.
- vi. Conduct public hearings about Class C conditional uses and make a recommendation to the Board of County Commissioners. The Planning Commission may recommend approval, approve with conditions, table, or deny. Any item tabled or any recommendation to table, or approve with conditions, or recommended denial, shall have the written reasoning for such action placed in the record.
- vii. Conduct public hearings and decide upon variance requests using criteria within these regulations. The Planning Commission may approve, approve with conditions, deny, or table the request. The reason for the decision is to be entered as part of the written record.
- viii. Conduct public hearings on preliminary subdivision plans. The Planning Commission shall approve, approve with conditions, table or deny a preliminary subdivision plan. A decision to table, approve with conditions, or deny, and shall have the rationale for such action as part of the record.

**\*\*\*END OF CHAPTER 4 – LARAMIE COUNTY PLANNING COMMISSION\*\*\***



# LARAMIE COUNTY LAND USE REGULATIONS

## CHAPTER 5 VARIANCES, ADMINISTRATIVE ADJUSTMENTS, AND APPEALS

### 1-5-100 VARIANCES

#### a. Planning Commission to Hear and Decide on Variances

The Planning Commission shall have the authority to hear and decide on applications for any type of variance. The variance may be from any portion of these regulations related to any specific standard for its application containing any numerical requirement of these regulations, except Chapters 3 and 4 contained within Title 5. The applicant shall provide written evidence related to each criteria component as part of the application depending upon the type of variance requested. The Planning Commission may approve, approve with conditions, or deny a variance request.

#### b. No Variance If Administrative Adjustment Sufficient

If a request for a variance may qualify as an administrative adjustment, it shall be processed as such and not as a variance.

#### c. No Use Variances

A variance for a use is prohibited. A variance which has the force to rid the requirement or change the requirement to make it ineffective is prohibited. Any such request shall be considered a request for an amendment to the regulation.

#### d. Procedures for all Variances

An applicant for a variance shall attend a pre-application meeting, apply with required fees, and attend the public hearing where the Planning Commission will decide. Public notice requirements apply to a variance request. There shall be a letter of notice to area property owners as required, property posting by the applicant and a newspaper legal notice published at least thirty (30) days prior to the Planning Commission public hearing.

### 1-5-101 ADMINISTRATIVE ADJUSTMENTS

#### a. Administrative Adjustments Generally

The administrative adjustment is a management tool designed to make the operation of the zoning, subdivision, and infrastructure regulations more efficient. It may be employed when there is a need for minor deviations from stated standards. Decision principles are used so the decision is fair and consistent. An administrative adjustment is not a request for interpretation of the requirements and their application.

#### b. Decision Principles for Administrative Adjustments

The Planning and Public Works Directors shall utilize the following principles in deciding whether to grant an administrative adjustment:

1. The administrative adjustment shall meet the intent of the regulations and have the same effect as if it had not been granted.
2. The administrative adjustment shall not be harmful to surrounding properties.
3. Shall demonstrate it upholds public health, safety, and the general welfare of the community.
4. The administrative adjustment is reasonable given the existing circumstances on the site.
5. Financial rationales are prohibited.
6. The applicant shall not have created the problem in question requiring adjustment.



# LARAMIE COUNTY LAND USE REGULATIONS

7. The applicant shall explain in writing how their situation meets the decision principles for an administrative adjustment. All six (6) of the above criteria shall be met in order to receive an administrative adjustment.

## c. Zoning Administrative Adjustments

The following standards within the regulations are eligible for an administrative adjustment:

1. Landscape Plan Alternative, which meets the requirements by having the same effect.
2. Signs: May increase total square footage by up to 10%.
3. Plot Plan: Where central water and sewer is provided minimum lot size may be decreased by 10%. In all areas, the maximum lot coverage and maximum height may be increased up to 10%.
4. In all areas, setbacks may be decreased by up to 10%.

## d. Subdivision Administrative Adjustments

The following standards within the regulations may be eligible for an administrative adjustment.

1. The time frame for recording a plat may be extended up to thirty (30) days.
2. Plat layout and content requirements may be modified as long as the plat requirements within the Wyoming State Statutes are still maintained.

## e. Drainage and Stormwater Management Administrative Adjustments

The following standards within the regulations may be eligible for an administrative adjustment.

Modifications to the Drainage Certification – The following items (singular or in combination) may be considered eligible for an administrative adjustment to the specific requirements of a Drainage Report.

1. Engineering information is provided to substantiate there are no potential drainage problems at the site, upstream and downstream of the site (including impacts to downstream floodplains).
2. The development or redevelopment will not result in an increase in the historic impervious area and/or runoff, as shown by engineering information.
3. The development or redevelopment of an area is immediately adjacent to a major drainage way that is shown to be capable of conveying the fully developed basin 100-year flood without impact to the base flood elevation.
4. The development or redevelopment is unlikely to create drainage problems for the property itself and/or for adjacent property (upstream and downstream), based upon an engineering analysis.
5. There are existing conveyance systems upstream, through the site and downstream of the site to adequately handle existing and proposed runoff.
6. There are no drainage easements needed to convey runoff or for detention/retention ponds for the platted area or site plan area.
7. There are no proposed culverts needed for the project unless it is only culverts for private residential driveway access roads.
8. There are no FEMA Special Hazard/Floodplain Areas within the property or subdivision.





# LARAMIE COUNTY LAND USE REGULATIONS

## f. Road Standards Administrative Adjustments

The following items within Title 5, Chapter 6 may be eligible for an administrative adjustment:

1. Substitutions for specific materials to be used.
2. Substitution of the standard specifications being used for the project.
3. Modifications to the access road requirements when there are three (3) or less tracts/lots.
4. Modifications to the construction drawings and notes outlined in these regulations.
5. Modifications to the specific requirements to be included in a traffic impact study.
6. Modifications to the construction testing, inspections and construction data/records requirements.

## 1-5-102 ADMINISTRATIVE APPEALS

### a. Administrative Appeals Generally

A person directly affected by an administrative decision of the Planning Director or Public Works Director may appeal such a decision to the Laramie County Board of Commissioners. The appeal must be related to a process or requirement upon which a formal decision has been made and may not be a general grievance.

### b. Procedures for Administrative Appeals

An appeal is filed through and at the County Clerk's Office on a County form. An administrative appeal shall be initiated within ten (10) days of the decision by the Planning Director or Public Works Director. The administrative process determined by the County Clerk shall be followed.

#### a. Administrative Appeals shall be carried out as follows:

- i. An administrative appeal shall be requested in writing on a County form by a party aggrieved through a decision or action by the Planning Director or Public Works Director, while enforcing any of the provisions of these regulations.
- ii. The administrative appeal shall be filed at the Office of the County Clerk within ten (10) calendar days from the date of the decision or action. The Laramie County Clerk is located at 309 West 20<sup>th</sup> Street in downtown Cheyenne.
- iii. The administrative appeal shall be specific about the action(s) or decision(s) which are being appealed. The appeal shall describe the type of application presented, the date of the decision or action, and a statement of issues on appeal. The appeal shall also reference the section of this regulation or other regulations which are subject of the appeal.
- iv. The appeal shall be placed on the first regularly scheduled Board meeting that occurs at least seven (7) calendar days after the Office of the County Clerk receives the appeal. The Board's decision will be rendered within forty-five (45) days from the date the appeal is filed with the County Clerk.

### c. Appeals of Planning Commission or Board Decision

Appeals from any final decision by the Planning Commission or Board of County Commissioners shall be made in accordance with W.S. §18-3-513.

**\*\*\*END OF CHAPTER 5 – VARIANCES, ADMINISTRATIVE ADJUSTMENTS, AND  
APPEALS\*\*\***





# LARAMIE COUNTY LAND USE REGULATIONS

TITLE 2 ZONING .....	2
CHAPTER 1 ZONING DISTRICTS ESTABLISHED.....	2
2-1-100 INTRODUCTION AND GENERAL PROVISIONS.....	2
2-1-101 ZONING DISTRICTS .....	2
2-1-102 APPLICABILITY .....	3
2-1-103 OFFICIAL ZONING MAP AND ZONE MAP AMENDMENTS .....	3
2-1-104 ZONING DISTRICT BOUNDARY DETERMINATIONS.....	4
CHAPTER 2 NONCONFORMANCE MANAGEMENT AND VARIANCES .....	5
2-2-100 NONCONFORMING USES AND STRUCTURES .....	5
2-2-101 NONCONFORMING LOT SIZES .....	6
2-2-102 ZONING VARIANCES.....	8
CHAPTER 3 UNIQUE USES.....	10
2-3-100 NUISANCES .....	10
2-3-101 201 SEWERABLE AREA EXCEPTIONS .....	12
2-3-102 CONDITIONAL USES .....	13
2-3-103 RURAL NON-TRADITIONAL HOUSING .....	16
CHAPTER 4 ZONING DISTRICT STANDARDS .....	19
2-4-100 INTRODUCTION.....	19
2-4-101 URBAN RESIDENTIAL LOW DENSITY – URLD ZONING DISTRICT.....	18
2-4-102 URBAN RESIDENTIAL MEDIUM DENSITY – URMD ZONING DISTRICT .....	19
2-4-103 URBAN RESIDENTIAL HIGH DENSITY – URHD ZONING DISTRICT .....	21
2-4-104 LAND USE – LU ZONING DISTRICT.....	243
2-4-105 COMMUNITY BUSINESS – CB ZONING DISTRICT .....	25
2-4-106 NEIGHBORHOOD BUSINESS – NB ZONINGDISTRICT.....	27
2-4-107 LIGHT INDUSTRIAL – LI ZONING DISTRICT .....	29
2-4-108 HEAVY INDUSTRIAL – HI ZONING DISTRICT .....	30
2-4-109 PUBLIC – P ZONING DISTRICT .....	32
2-4-110 MIXED USE – MU ZONING DISTRICT .....	34
2-4-111 PLANNED UNIT DEVELOPMENT – PUD ZONING DISTRICT .....	36
2-4-112 AIRPORT HEIGHT RESTRICTION OVERLAY DISTRICT .....	40
2-4-113 AMEC OVERLAY DISTRICT .....	41



# LARAMIE COUNTY LAND USE REGULATIONS

## TITLE 2 ZONING

### CHAPTER 1 ZONING DISTRICTS ESTABLISHED

This chapter shall establish and outline the general rules regarding zoning in Laramie County.

#### 2-1-100 INTRODUCTION AND GENERAL PROVISIONS

##### a. Zoning Districts Established

Specific zoning districts are in effect across all unincorporated Laramie County. The zoning districts provide appropriate development standards which meet the purpose and intent of the regulations.

##### b. Lot Densities

Residential lot density when public water and sewer is present: adjacent public rights-of-way shall not count as part of the lot area.

Residential lot density when public water and sewer is not present: one-half of the adjacent public or private rights-of-way may be counted as part of the tract area.

##### c. Uses Exclusive

Uses listed or those similar in nature, intensity, and community impact within each zoning district are specific and exclusive to that district.

Each zoning district contains specific development standards.

##### d. Interpretation of Land Use by Zoning District

Land uses not specifically listed or accommodated for in these regulations are prohibited unless the Board approves the use as an amendment to the regulations.

#### 2-1-101 ZONING DISTRICTS

Unincorporated Laramie County is comprised of zoning districts which are classified as follows:

Urban Residential Low Density – URLD

Urban Residential Medium Density – URMD

Urban Residential High Density – URHD

Land Use – LU

Community Business – CB

Neighborhood Business – NB

Light Industrial – LI

Heavy Industrial – HI



# LARAMIE COUNTY LAND USE REGULATIONS

Public – P

Mixed Use – MU

Planned Unit Development – PUD

Airport Height Restriction Overlay District – AHR

AMEC Overlay District – AMEC ZONES 1, 2, 3, 4

## 2-1-102 APPLICABILITY

The specific zoning district regulations are effective across the entirety of Laramie County, excluding incorporated cities and towns, and federal owned property.

## 2-1-103 OFFICIAL ZONING MAP AND ZONE MAP AMENDMENTS

### a. Official Map Established

The Official Zoning Map shall show each zoning district and be updated upon a zone change.

### b. Zoning Map Amendments

Prior to any zoning map amendment being recommended to the Board of County Commissioners, the Laramie County Comprehensive Plan shall be consulted by the applicant and the Planning Commission for guidance.

### c. Applicant Responsibilities in Map Amendments

To apply to amend the zoning map, the applicant shall meet with Planning Staff to explain the zone change in a pre-application meeting. A complete application with fees is required. The applicant shall submit a narrative which addresses the finding requirements. The applicant, or a representative, shall be present or virtually attend all public hearings.

### d. Planning Commission Review and Recommendation in Map Amendments

The Planning Commission shall be required to review and provide a recommendation to the Board. The Planning Commission, in its review of the required findings, may also provide relevant and factual information which pertains to any finding.

### e. Findings Required for Map Amendments.

Prior to making a recommendation to the County Commissioners about any zoning map amendment, the Planning Commission is required to find:

- i. 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



# LARAMIE COUNTY LAND USE REGULATIONS

- B. There have been changes of a physical, economic, or social nature within the area which have prompted the request, and which enable the zone change to better meet community needs.

f. **Map Amendments: A Discretionary Decision by Board of County Commissioners.**

A zone change request is a discretionary decision by the Board of County Commissioners. It is a deliberative legislative matter upon which a decision is rendered. There is no assurance that a zone change will be granted.

## 2-1-104 ZONING DISTRICT BOUNDARY DETERMINATIONS

When uncertainty exists with any boundary of a zoning district the following standards shall apply:

- i. Where district boundaries are indicated as approximately following the center lines of streets, highways, or railroad rights-of-way, those centerlines shall be construed to be the boundaries.
- ii. Where district boundaries are indicated as approximately following the corporate lines of any city or town, the corporate limit line shall be construed to be the boundary.
- iii. Where district boundaries are indicated as following property or section lines, the property or section lines shall be construed to be the boundary.
- iv. Where district boundaries are indicated as approximately following the centerline of a creek, riverbed, or other natural feature the center line shall be the boundary.
- v. Where district boundaries are not clearly indicated on unplatted properties, the zoning district line shall be interpreted as the nearest  $\frac{1}{4}\frac{1}{4}\frac{1}{4}$  (10-acre) section line under the Public Land Survey System, unless there is evidence to the contrary.

**\*\*\* END OF CHAPTER 1 – ZONING DISTRICTS ESTABLISHED \*\*\***



# LARAMIE COUNTY LAND USE REGULATIONS

## CHAPTER 2 NONCONFORMANCE MANAGEMENT AND VARIANCES

This Chapter shall contain sections of rules regarding nonconformance of uses, density, and structures prior to the enactment of this regulation, and shall contain the criteria for variances specific to the zoning ordinance.

### 2-2-100 NONCONFORMING USES AND STRUCTURES

There are uses of land, and structures on property, which were lawful before this regulation was adopted or amended but which are affected by the terms of this regulation or future amendments. It is the intent of this regulation to permit these nonconforming uses to continue to the extent provided herein. The existence of nonconforming uses and structures shall not be used as grounds for allowing other uses or structures prohibited elsewhere.

#### a. Nonconforming Buildings and Structures

- i. A nonconforming building or structure may be maintained, repaired, or added onto as provided for in this subsection.
- ii. Nonconforming buildings and structures may be maintained and repaired to the extent allowed by adopted building codes. The Chief Building Official shall determine the extent to which the adopted codes require updating of the building or structure.
- iii. An addition to a nonconforming structure may be approved by the Planning and Development Director if the Director can find the criteria in subsection (b) of this section are met. In cases of potentially significant public concern, the Director may defer the decision to the Planning Commission for that procedure.
- iv. A nonconforming building or structure shall not be moved in whole or in part to any other location on the property on which it is situated unless every portion of such building or structure is made to conform to all the regulations of the district in which it is located, including but not limited to all applicable building codes and setbacks.

#### b. Criteria for Further Encroachments of Nonconforming Buildings or Structures

The Planning and Development Director shall find the following in order to approve any further encroachment of an existing violated requirement:

- i. The strict application of the provisions of this regulation would deprive the applicant of reasonable use of the land.
- ii. That the existing encroachment is not the result of actions taken by any landowner subsequent to the adoption of this regulation.
- iii. That further encroachment would not alter the character of the neighborhood.
- iv. That further encroachment would not deprive an adjacent property owner of reasonable use of his or her property.

Any appeal of the Planning Director's decision shall be in accordance with these regulations.



# LARAMIE COUNTY LAND USE REGULATIONS

## c. Acts of Nature and Nonconforming Structures

A nonconforming building or structure damaged by fire or other act of nature may be restored to its original condition provided such restoration is started within one (1) year of the event. An extension for a defined period of time may be granted by the Planning and Development Director for a building or structure, provided a written request for such an extension is received from the property owner prior to the end of the initial one-year period.

## d. Nonconforming Uses

Any nonconforming use which lawfully existed at the time this regulation or subsequent amendments became effective may be continued unless and until the Planning and Development Director determines there has been a change in use. To determine whether there has been a change in use, the Director must find that either there has been an amortization of the nonconforming use under subsection (e) of this section, or that there is a planning or building project on the property that has taken or will take place subsequent to the adoption of this regulation. For purposes of this subsection, a "planning project" shall mean any development action requiring an application from the Planning or Public Works departments, and "building project" shall mean any project proposed or existing that requires a building permit under these regulations and adopted codes.

## e. Amortization of Nonconforming Uses

If any nonconforming use ceases for a continuous period of twelve (12) months, it shall be deemed abandoned, nonconforming rights shall be nullified, and all use after that period on the property shall be brought into conformance with these regulations.

## f. Determination of Nonconforming Rights and Status

If nonconforming rights are challenged, or if there is a request to expand a nonconforming use or structure, it shall be the property owner's responsibility to provide proof through business records or other records and data that the nonconforming use has not changed and has continued in operation without a twelve (12) month lapse. It shall be the property owner's responsibility to provide proof that the nonconforming use legally existed at the time this regulation was adopted.

## 2-2-101 NONCONFORMING LOT SIZES

A nonconforming lot, by a recorded plat or deed, prior to the adoption of these regulations, is one which does not meet the adopted or amended minimum lot size requirements for the zoning district in which it is located. Such lots have an existing use or are vacant and are located throughout Laramie County.

### a. Existing Nonconforming Lots with Existing Conforming Use and Structure(s)

Any existing nonconforming lot throughout unincorporated Laramie County with a conforming use and conforming structure(s) located upon it shall meet all zoning requirements, including setback and lot coverage requirements for any additions to it, as well as for any new structures to be



## LARAMIE COUNTY LAND USE REGULATIONS

placed on the property. Depending upon the development proposal, it may require approval from the Laramie County Environmental Health Division and other agencies.

### b. Nonconforming Vacant Lots – With Individual Well and Septic

There are vacant tracts and lots within the rural areas which do not meet the minimum lot size requirement of these regulations. Such vacant lots may or may not be able to meet standards for a septic system and/or domestic well. Review and approval for a septic tank system is by the Laramie County Environmental Health Division. Review and approval for an individual domestic well is by the Wyoming State Engineer's Office.

Such vacant lots or tracts within the LU Zoning Districts which have no central water or sewer services, and are to be served by an individual septic and well system are to be treated as follows:

#### Treatment and Management of Nonconforming Lot Size

##### Rural Zoning Districts

<b>Rural Zoning District with minimum lot size by acres</b>	Sanitary septic treatment with well	Lots platted/recorded prior to June 5, 1979 can be used for building if adequate provisions are made for sanitary septic and water.	Lots platted/recorded with County Clerk between June 6, 1979, and May 5, 2002:	Lots platted/recorded with County Clerk after February 5, 2002:	Variance required if standard is not met
Land Use 5.25	Yes	Yes	2.5 acres	5.0 acres	Yes

### c. Nonconforming Vacant Lots – Required to be served by central water and sewer

There are vacant lots or tracts within the urbanized area which are required to be served by central water and sewer. Those lots shall be treated as follows:



# LARAMIE COUNTY LAND USE REGULATIONS

## Treatment and Management of Nonconforming Lot Size

### Urban Zoning Districts

Urban Zoning Districts Required to Have Central Water and Sewer	Lot size requirement for the zoning district	Lot size adequate for permitted use: building, setbacks, parking, landscaping – no minimum lot size	Variances are required if the standard is not met, or administrative adjustment if guidelines are met.
URLD	Yes		Yes
URMD	Yes		Yes
URHD	Yes		Yes
CB		Yes	
NB		Yes	
LI		Yes	
HI		Yes	
P		Yes	
MU	Yes - Residential	Commercial only	Yes - Residential
PUD	Proposed by developer for residential	Proposed by developer for other than residential	

### 2-2-102 ZONING VARIANCES

See 1-5-100 for general criteria applicable to all variances. The Planning Commission may grant a zoning variance only if it meets the criteria therein and if it also finds the particular application meets all the following criteria:

- There are unusual physical circumstances or conditions, including, without limitation, irregularity, narrowness or shallowness of the lot, exceptional topographical or other physical conditions peculiar to the affected property;
- That the strict enforcement of the regulation would be detrimental to the existing property, adjacent property, or existing environment;
- There are unusual physical circumstances or conditions which do not exist throughout the neighborhood or zoning district in which the property is located;





## LARAMIE COUNTY LAND USE REGULATIONS

- iv. That because of the unusual physical circumstances or conditions, the property cannot reasonably be developed in a manner substantially equivalent to the other landowners in the neighborhood;
- v. The unusual physical circumstances or conditions are not the result of actions of the applicant taken after the adoption of this regulation; and
- vi. That if the variance were granted, it would not harm the public safety and welfare by:
  - A. Would not alter the essential character of the neighborhood or district in which the lot is located;
  - B. Would not substantially or permanently impair the reasonable use and enjoyment or development of adjacent property; and
  - C. Would be the minimum variance that would afford relief and would be the least modification of the applicable provisions of the zoning regulation.

**\*\*\* END OF CHAPTER 2 – NONCONFORMANCE MANAGEMENT  
AND VARIANCES \*\*\***



# LARAMIE COUNTY LAND USE REGULATIONS

## CHAPTER 3 UNIQUE USES

Unique uses are:

Nuisances;

201 Sewerable Area Exceptions;

Conditional Uses; and

Rural Non-Traditional Housing.

All are located within a zoning district in unincorporated Laramie County. A nuisance is an illegal use that may be located anywhere within unincorporated Laramie County. A sewerable area exception is located within the 201 Facilities Plan Map area. A conditional use may be located within unincorporated Laramie County. Nontraditional housing may also be located within the LU – Land Use Zoning District.

### 2-3-100 NUISANCES

#### a. Purpose and Applicability

The purpose of this regulation is to promote and encourage the maintenance of properties within Laramie County and to protect and provide for the highest level of health, safety and welfare of County citizens. Through these regulations, the Board of Laramie County Commissioners hereby authorizes and designates the Planning Director or their designee to investigate and determine the existence of a nuisance and to issue orders declaring a property a nuisance in conformance with Wyoming State Statute §18-2-101(a)(viii) and directs the Planning Director to seek assistance from other County agencies and departments to assist in investigations as needed.

This section shall not regulate any permitted industrial facility or oil and gas or mining operations necessary in the ordinary course of business to the extraction, production or exploration of the mineral resources, nor shall this regulation be construed to impair or modify any rights afforded to farm or ranch operations pursuant to the Wyoming Right to Farm and Ranch Act. A farm or ranch operation shall not be found to be a public or private nuisance by reason of that operation if that farm or ranch operation:

- i. Conforms to generally accepted agricultural management practices; and
- ii. Existed before a change in the land use adjacent to the farm or ranch land and the farm or ranch operation would not have been a nuisance before the change in land use or occupancy occurred (W.S. §11-44-103).

#### b. Nuisance Procedures

- i. All investigations will be carried out or managed by the Laramie County Planning and Development Office for determination of validity and compliance with this and other pertinent regulations. State and local agencies with specific expertise may be consulted with by Laramie County as appropriate during an investigation.



# LARAMIE COUNTY LAND USE REGULATIONS

- ii. A site, property, tract, lot, building, building grounds, area or other property is declared a nuisance when in conformance with Wyoming State Statute §18-2-115 et seq., if the Planning Director or their designee determines a nuisance as listed in this article exists on said site, property, tract, lot, building grounds, area or other property.
- iii. If in the course of an investigation a nuisance is found, the property owner shall be notified, except as described below, by certified mail within ten (10) days of determination that the County is declaring a nuisance and that an order may be issued to the owner in conformance with §18-2-115 within fourteen (14) days of the certified mailing date.
- iv. If a nuisance is determined to be an immediate threat to the health, safety, or welfare of the citizens of Laramie County, the County may immediately issue an order in conformance with §18-2-115 without prior notice as described above. A reasonable time frame to abate said nuisance as determined by Laramie County in consultation with the property owner shall be provided in any order.

## c. Types of Nuisances

The following uses of property constitute violations of these regulations:

- i. The unscreened and/or unlicensed accumulation of garbage, scrap or salvage materials, debris, waste recyclables, or other junk material;
- ii. Failure to keep material, debris, waste, scrap or salvage materials, refuse or garbage properly contained and/or screened;
- iii. The active or passive discharge into the environment of toxic or noxious materials in such concentrations as to endanger the public health from a primary property or source;
- iv. Failure to maintain a structure designed and built for human habitation so as to avoid health, safety, and welfare hazards as determined by the Chief Building Official;
- v. Maintaining, creating, or allowing to exist any condition or situation which renders a structure designed and constructed for human habitation or any part thereof unsanitary, unhealthy or unfit for human habitation, occupancy or use, or which renders any property unsanitary or unhealthy, and/or fails to comply with any applicable health or sanitation law or regulation;
- vi. The accumulation of decayed or decaying matter, trash, rubbish, garbage, scrap or salvage or junk materials or any substance, organic or inorganic, which is demonstrated and determined to be a fire hazard by the Laramie County Fire Warden or a health hazard by the Cheyenne/Laramie County Department of Health, other governmental agency or other licensed health professional;
- vii. The active or passive contamination of any well, cistern, stream, lake, groundwater, or other body of water by sewage, waste or other materials or substances from a primary property or source;
- viii. The active or passive discharge of effluent from any cesspool, septic tank, drain field or sewage disposal system upon the surface of the ground from a primary property or source;
- ix. The accumulation of manure from domestic animals and fowls that are handled, stored or disposed of in a manner which creates a health hazard;



# LARAMIE COUNTY LAND USE REGULATIONS

- x. Any violation of the Laramie County Building Codes, including but not limited to a failure to comply with a stop work order or “red tag” issued by the Chief Building Official or his designee;
- xi. The outdoor storage of four (4) or more unlicensed or inoperable vehicles, within any zoning district, which is not reasonably related to a permitted commercial operation located on the property.

## d. Enforcement

Violations of the foregoing provisions may be enforced through any method authorized under state law for enforcement of this regulation, including the provisions of W.S. § 18-2-115 et seq. and by injunction, mandamus, or other form of judicial action and any other applicable method under law including, but not limited to, criminal citations. The selection of one remedy for enforcement shall not prohibit the implementation of any other remedies available under law. All remedies available may be used individually or cumulatively.

## 2-3-101 201 SEWERABLE AREA EXCEPTIONS

The intergovernmental agreement known as City Contract #2076, also known as “INTERGOVERNMENTAL CONTRACT AGREEING TO PARTICIPATE IN THE IMPLEMENTATION OF THE FINDINGS OF THE 201 FACILITIES PLAN FINAL REPORT FOR THE CITY OF CHEYENNE AND THE SOUTH CHEYENNE WATER AND SEWER DISTRICT AND LARAMIE COUNTY,” originally signed April 25, 1983, by Laramie County, the City of Cheyenne, the South Cheyenne Water and Sewer District, and the Cheyenne Board of Public Utilities (“Agreement”), is hereby incorporated into these rules by reference. In the event that the Agreement is updated, revised, or replaced by the parties, these rules shall be considered updated, revised, or replaced by the new version.

All requests for exceptions to the Agreement on unincorporated lands in Laramie County shall be processed by the Planning department, following public notice requirements for development actions with public hearings as required in these rules and by state law. A pre-application meeting with Planning shall be required, and the application for exception shall include demonstrable proof of the hardship. Final decisions on exceptions to the Agreement shall be made by the County Commissioners at a public hearing. Any appeal of the Commissioners decision shall be made in accordance with W.S. § 18-3-513.



# LARAMIE COUNTY LAND USE REGULATIONS

## 2-3-102 CONDITIONAL USES

### a. Purpose

A conditional use is given to a land use meant to be beneficial to the permitted uses or those similar within a zoning district with conditions; or it requires conditions to mitigate impacts it may have on the surrounding area to uphold public health, safety and general welfare. Every listed land use or land use proposal similar in nature, intensity and community impact which requires a conditional use permit has probable impacts and is required to meet all conditions contained within these regulations. At the time of the pre-application meeting, the Planning Director shall determine which conditional use class permit will be required for those proposals similar in nature, intensity and community impacts as those listed within the zoning district.

### b. Conditional Use Instruction Table

The following table is for instructions. Refer to specific sections for details:

<b>Conditional Use Type →</b>	<b>Class A – Administrative Decision with conditions</b>	<b>Class B – Planning Commission Decision with conditions</b>	<b>Class C – Planning Commission Recommendation and County Commissioners Decision with conditions</b>
<b>Public Hearing? →</b>	No	Yes	Yes
<b>Public Notice Requirements: Legal Notice in Newspaper, Property Posting, Notice Letter to area property owners.</b>	Yes	Yes	Yes
<b>URLD</b>	Bed and breakfast	Manufactured home park	Campground
<b>URMD</b>	Bed and breakfast Office – 1 story up to 3,000 square	Manufactured home park, assisted living facility, childcare center: 16 to 29 and	Campground



# LARAMIE COUNTY LAND USE REGULATIONS

	feet, single user	childcare center 30 or more	
<b>URHD</b>	Bed and breakfast  Office- 1 story up to 3,000 square feet, single user	Manufactured home park, assisted living facility, childcare center: 16 to 29 and childcare center 30 or more	Campground
<b>LU</b>	Bed and breakfast	Any use requiring a commercial site plan that does not meet the criteria of a Home Occupation, Bed and Breakfast, or a Class C Conditional Use	Air strip, Adult entertainment, CAFO, fireworks stand, bar, data mining, lounge, liquor store, junk yard, scrap yard, landfill, mining operations, shooting sports range, quarry, transfer facility, wind farm, solar farm, racetrack, recycling facility, transportation facility, campground
<b>CB</b>			Bar, lounge, liquor store, fireworks stand, transportation facility, mixed commercial/residential development, campground
<b>NB</b>		Childcare center 16 to 29 children, childcare center more than 30 children	Bar, lounge, liquor store, mixed commercial/residential development, campground
<b>LI</b>	See Section 2-4-110		
<b>HI</b>			Junk yard, scrap yard, recycling facility, transfer station
<b>P</b>			Bar, lounge, liquor store



# LARAMIE COUNTY LAND USE REGULATIONS

<b>MU</b>		Childcare center 16 to 29 children and 30 children or more	Campground
<b>PUD</b>	Determined By PUD Rules	Determined By PUD Rules	Determined By PUD Rules

## c. Conditional Use Types by Zoning Districts and Conditions of Approval

- i. Class A and B conditional uses are those meant to be beneficial to an area and are permissible in their zoning district. Any conditions placed by the decision-making entity shall be met.
- ii. Class C conditional uses are those which are presumed intense in nature and likely require conditions to mitigate impacts they may have on the surrounding area to uphold public health, safety and general welfare. Any conditions placed by the decision-making entity shall be met.
- iii. Laramie County may add and enforce conditions on any conditional use proposal, dependent upon land use circumstances, that it finds are related to the public health, safety, and general welfare of the community.
- iv. For uses not specifically listed as permissible in a zoning district, the Planning and Development Director shall have the discretion to decide whether a conditional use permit is required and what type of conditional use permit shall be required.
  - A. In making the decision in (iv), the Director shall do so based upon anticipated intensity of use expected by both the Director and the applicant.

## d. Procedures for Conditional Uses

A pre-application meeting is required for any Class A, B or C conditional use. A complete application with required documents and plans, along with required fee payment, is required in order to be accepted for review and consideration.

### i. Class A Conditional Use Process

A site plan shall be submitted as part of the application along with any required documentation. The application shall be reviewed and approved, require further conditions, or be denied by the Planning Director. Public Notice requirements apply.

### ii. Class B Conditional Use Process

A concept plan shall be submitted as part of the application along with any required documentation. The application shall be reviewed by staff. The Planning Commission shall conduct a public hearing on the request and either approve, disapprove, or table it. The Planning Commission may add conditions for approval and may require that the final site plan be approved by that body. The Planning Commission may also direct Planning staff to review and approve the site plan. Public Notice requirements apply.



# LARAMIE COUNTY LAND USE REGULATIONS

## iii. Class C Conditional Use Process

A concept plan shall be submitted as part of the application along with any required documentation. The application shall be reviewed by staff. The Planning Commission shall conduct a public hearing and make a recommendation to the County Commissioners on the concept plan and any suggested conditions. A site plan shall then prepared for a separate public hearing to be held by the County Commissioners. The Commissioners may approve, approve with conditions, or deny the Class C Conditional Use. Public Notice requirements apply.

## e. Site Plan Requirement

- i. If approved for the use, a site plan and all associated documents are required by these regulations for Class A, B, and C Conditional Use Permits.
- ii. In addition to site plan elements, the site plan shall show all of the required conditions for the conditional use on the site plan.

## f. Public Notice for Conditional Use Applications

- i. All conditional use applications require a legal notice in the newspaper at least 30 days prior to an Administrative Approval Letter or any Public Hearings before the Planning Commission or Board of County Commissioners.
- ii. All conditional use applications require property posting.
- iii. All conditional use applications require a notice letter mailed first class to area neighbors as specified within these regulations.

## g. Approval Limits and Extensions

Administrative and Planning Commission approval is available at the Planning and Development Department for Class A and Class B Conditional Uses. The approval resolution for Class C Conditional Uses shall be made available at the Planning and Development Department or the Laramie County Clerk's Office upon approval and recordation of the resolution. The permit is to be presented at the time of any Building Permit application. A person may request an administrative extension of the permit for six (6) months with evidence presented to the Planning Director. Evidence of necessity shall include material showing civil drawings for grading, building plans, or an application for a building permit. Should construction not begin within eighteen (18) months from the approval date, a resubmittal of the Conditional Use Permit may be required .

## h. Findings for Denials of Conditional Uses

To deny a Conditional Use Permit, the governing body must find that there is no reasonable way to place conditions on the proposal such that the impacts to surrounding properties may be sufficiently mitigated.

## 2-3-103 RURAL NON-TRADITIONAL HOUSING

The provisions of this regulation are only for zoning districts in rural areas and shall not apply to zoning districts where central water and central sewer are available.





# LARAMIE COUNTY LAND USE REGULATIONS

## a. Location

Rural non-traditional housing in these regulations includes the ability to place a Recreational Vehicle (RV), under certain conditions, on property with a zoning designation of LU – Land Use and to use as a residence.

## b. Standards for RVs

Recreational Vehicles:

- i. Shall obtain a zoning permit from the Planning Department.
- ii. Shall provide proof of ownership of the property on which the RV shall be located.
- iii. Shall have a permitted septic system and be connected to it.
- iv. May bring in potable water or be connected to a well permitted by the State Engineers Office.
- v. Once the standards have been met and a permit has been issued by the Planning Department, an address shall be issued.
- vi. If the property has been abandoned for longer than three (3) months the address shall be removed. Abandonment is the removal of the Recreational Vehicle.
- vii. Failure to obtain a zoning permit shall result in a violation resulting in up to a \$750 per day fine.

## 2-3-104 HIGHPOWER TRANSMISSION LINES, WATER PIPELINES OVER 12 INCHES IN DIAMETER, AND ENERGY PIPELINES

### a. Hearing and Route Required

No high power transmission lines in excess of 100' easement or right-of-way width, water pipelines over 24" serving more than one property or energy pipeline shall be constructed in Laramie County without a public hearing before the Board of County Commissioners, a route map being review by the Laramie County Planning Department to determine the need for Floodplain Development Permits, Grading Permits, and/or permits for work in any County or Public Right-of-way.

## 2-3-105 UTILITY REGULATIONS

- a. Essential Service Utilities are permissible in all districts and lands in unincorporated Laramie County
- b. The following criteria shall be met for both essential service utilities and utility facilities.
  - i) For a structure, the setbacks shall conform to the setbacks of the district in which the site is located.
  - ii) Structures shall not be constructed within the sight distance triangle.
  - iii) All access, building, floodplain development and other permits required by the County must be applied for and issued in accordance with this regulation.



# LARAMIE COUNTY LAND USE REGULATIONS

**\*\*\* END OF CHAPTER 3 – UNIQUE USES \*\*\***



# LARAMIE COUNTY LAND USE REGULATIONS

## CHAPTER 4 ZONING DISTRICT STANDARDS

### 2-4-100 INTRODUCTION

This Chapter outlines standards for all zoning districts concerning the use of land, permitted uses, and conditional uses. As a general rule in these standards, any and all setbacks of 0' require a 2-hour firewall per adopted building codes.

### 2-4-101 URBAN RESIDENTIAL LOW DENSITY – URLD ZONING DISTRICT

This zoning district with urban water and sanitary sewer services is meant primarily for a mixture of residential types with supportive land uses.

#### a. Permitted Uses.

Accessory Dwelling Units	Duplex	Primary and secondary schools
Accessory structures	Family childcare home Class A - up to 10 children	Single-family residential
	Family childcare center home Class B - 11 to 15 children	Single-family residential – assisted living - up to four (4) people served by social assisted living program
Churches and other places of worship	Home Occupation	Manufactured home

#### b. Conditional Uses: Class A and B Uses Allowed

See Section 2-3-102 Conditional Uses.

See Sections 3-1-110 through 3-1-113 for Development Standards.

Class A: Bed and Breakfast	Class B: Manufactured Home Park	
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#### c. Development Standards: General

Minimum Lot Area Size	By Square Feet
Single Family Residential	8,000 square feet
Duplex	4,000 square feet per unit
Setbacks – Principal Structure(s)	By Feet
Front yard	20
Rear yard	20
Side yard	10
Corner lot – side yard facing road	10
Setbacks – Accessory Structure(s)	By Feet
Front yard	25
<b>Rear Yard:</b>	
Sidewalls 10 feet or less	5
Sidewalls 10 feet or greater	10
<b>Side yard:</b>	



# LARAMIE COUNTY LAND USE REGULATIONS

Sidewalls 10 feet or less	5
Sidewalls greater than 10 feet	10
Corner lot – side yard facing road	10
<b>Setback Line Exception</b>	
Principal structure only for all uses	See Section 3-1-102(g)
<b>Maximum Lot Coverage</b>	<b>See Section 3-1-102(h)</b>
<b>Height Limitations</b>	<b>See Section 3-1-102(i)</b>
<b>Height Exceptions</b>	<b>See Section 3-1-102(j)</b>

## d. Development Standards: Parking

Single family residential	See Section 3-1-109(cc)(ii)
Non single family residential	See Section 3-1-109(cc)(iii)
Conditional use	See Section 3-1-109(cc)(iv)

## e. Development Standards: Lots/Plats Previously Recorded

See Section 2-2-100 for Nonconforming Use and structures

See Section 2-2-101 for Nonconforming Lot Size

## f. Development Standards: Home Occupations

See Section 3-1-103(i)(iii).

## g. Development Standards: Accessory Dwelling Units

See Section 3-1-107.

## h. Development Standards: Easements and Accessory Structures

- i. No structure shall be located within an access, drainage, or utility easement.
- ii. Accessory structures, less than 200 square feet with neither electric nor plumbing service, are exempt from building permits. Any accessory structure greater than 200 square feet shall be required to obtain a building permit.

## i. Development Standards: Commercial Projects

- i. Parking 3-1-109(cc)(iv)
- ii. Site Plan 3-1-109(d)
- iii. Landscaping Requirements 3-1-109(p)
- iv. Traffic Requirements Title 5, Chapter 6.
- v. Drainage and Stormwater Title 5, Chapter 2.
- vi. Grading Permit, Erosion and Sediment Control Title 5, Chapter 3.

## 2-4-102 URBAN RESIDENTIAL MEDIUM DENSITY – URMD ZONING DISTRICT

The urban services provided in this district allow for a medium residential density along with supportive services and limited commercial use.



# LARAMIE COUNTY LAND USE REGULATIONS

## a. Permitted Uses

Accessory Dwelling Units	Duplex, townhouses, multi-family residential	Primary and secondary schools
Accessory structures	Family childcare home Class A - up to 10 children	Single-family residential
Churches and other places of worship	Family childcare center home Class B - 11 to 15 children	Single-family residential – assisted living - up to four (4) people served by social assisted living program
Home Occupation		

## b. Conditional Uses: Class A and B Uses Allowed

See Section 2-3-102 Conditional Use Permits.

See Sections 3-1-110 through 3-1-113 for development standards.

Class A: Bed and Breakfast	Class A – Child Care Center 16 to 29 children	Class B Manufactured Home Park
Class A; Office: 1 story, up to 3,000 square feet- single user	Class B; Assisted Living Facility	Class B Child Care Center - 30 or more children

## c. Development Standards: General

Minimum Lot Area Size	By Square Feet
Single Family Residential	4,000 square feet
Duplex or townhome	1,500 square feet per unit
Multi-family	1,000 square feet per unit
Setbacks – Principal Structure(s)	Number of Feet
Front yard	20
Rear yard	15
Side yard	5 (0 if shared wall with fire separation)
Corner lot – side yard facing road	10
Setbacks – Accessory Structure(s)	Number of Feet
Front yard	20
<b>Rear Yard:</b>	
Sidewalls 10 feet or less	5
Sidewalls 10 feet or greater	10
<b>Side yard:</b>	
Sidewalls 10 feet or less	5
Sidewalls greater than 10 feet	10
Corner lot – side yard facing road	10
<b>Setback Line Exception</b>	
Principal structure only for all uses	See Section 3-1-102(g)
<b>Maximum Lot Coverage</b>	<b>See Section 3-1-102(h)</b>
<b>Height Limitations</b>	<b>See Section 3-1-102(i)</b>



# LARAMIE COUNTY LAND USE REGULATIONS

<b>Height Exceptions</b>	<b>See Section 3-1-102(j)</b>
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## d. Development Standards: Parking

Single family residential	See Section 3-1-109(cc)(ii)
Non single family residential	See Section 3-1-109(cc)(iii)
Conditional use	See Section 3-1-109(cc)(iv)

## e. Development Standards: Lots/Plats Previously Recorded

See Section 2-2-100 Nonconforming Uses and Structures

See Section 2-2-101 Nonconforming Lot Sizes

## f. Development Standards: Home Occupations

See Section 3-1-103(i)(iii).

## g. Development Standards: Accessory Dwelling Units

See Section 3-1-107.

## h. Development Standards: Easements and Accessory Structures

- i. No structure shall be located within an access, drainage or utility easement.
- ii. Accessory structures, less than 200 square feet with neither electric nor plumbing service, are exempt from building permits. Any accessory structure greater than 200 square feet is required to obtain a building permit.

## i. Development Standards: Commercial Projects

- i. Parking 3-1-109(cc)(iv)
- ii. Site Plan 3-1-109(d)
- iii. Landscaping Requirements 3-1-109(p)
- iv. Traffic Requirements Title 5, Chapter 6
- v. Drainage and Stormwater Title 5, Chapter 2
- vi. Grading Permit, Erosion and Sediment Control Title 5, Chapter 3

## 2-4-103 URBAN RESIDENTIAL HIGH DENSITY – URHD ZONING DISTRICT

This zoning district allows for high density residential use, uses that the residential character, and limited commercial land use activities.

### a. Permitted Uses

Accessory Dwelling Units	Duplex, townhouses, multi-family residential	Primary and secondary schools
Accessory structures	Family childcare home Class A – up to 10 children	Single-family residential
Churches and other places of worship	Family childcare center home Class B - 11 to 15 children	Single-family residential – assisted living - up to four (4) people served by social assisted living program



# LARAMIE COUNTY LAND USE REGULATIONS

Home Occupation		
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## b. Conditional Uses: Class A and B Uses Allowed

See Section 2-3-102 Conditional Use Permits.

See Sections 3-1-110 through 3-1-113 for development standards.

B. Assisted Living Facility	A. Bed and Breakfast	B. Manufactured Home Park
B. Child Care Center Class C – 16 to 29 children	B. Child Care Center Class C – 30 children or more	A. Office – 1 story – up to 3,000 square feet – single user

## c. Development Standards: General

Minimum Lot Area Size	By Square Feet
Single Family Residential	2,000 square feet
Duplex or townhome	1,000 square feet per unit
Multi-family	750 square feet per unit
Setbacks – Principal Structure(s)	Number of Feet
Front yard	10
Rear yard	5
Side yard	5 (0 if shared wall with fire separation)
Corner lot – side yard facing road	10
Setbacks – Accessory Uses	Number of Feet
Front yard	10
Rear Yard	5
Side yard	5
Corner lot – side yard facing road	10
Setback Line Exception	
Principal structure only for all uses	See Section 3-1-102(g)
Maximum Lot Coverage	See Section 3-1-102(h)
Height Limitations	See Section 3-1-102(i)
Height Exceptions	See Section 3-1-102(j)

## d. Development Standards: Parking

Single family residential	See Section 3-1-109(cc)(ii)
Non single family residential	See Section 3-1-109(cc)(iii)
Conditional use	See Section 3-1-109(cc)(iv)

## e. Development Standards: Lots/Plats Previously Recorded

See Section 2-2-100 Nonconforming Uses and Structures.

See Section 2-2-101 Nonconforming Lot Size.

## f. Development Standards: Home Occupations

See Section 3-1-103(i)(iii).



# LARAMIE COUNTY LAND USE REGULATIONS

## g. Development Standards: Accessory Dwelling Units

See Section 3-1-107.

## h. Development Standards: Easements and Accessory Structures

- i. No structure shall be located within an access, drainage or utility easement.
- ii. Accessory structures, less than 200 square feet with neither electric nor plumbing service, are exempt from building permits. Any accessory structure greater than 200 square feet is required to obtain a building permit.

## i. Development Standards: Commercial Projects

- i. Parking 3-1-109(cc)(iv)
- ii. Site Plan 3-1-109(d)
- iii. Landscaping Requirements 3-1-109(p)
- iv. Traffic Requirements Title 5, Chapter 6
- v. Drainage and Stormwater Title 5, Chapter 2
- vi. Grading Permit, Erosion and Sediment Control Title 5, Chapter 3

## 2-4-104 LAND USE – LU ZONING DISTRICT

This zoning district is typically away from settlement boundaries, away from major roadways, and a long drive to town. Its quiet character of very low, sometimes isolated development asks for careful management when change begins to show on the open plains.

### a. Permitted Uses

Accessory structures	Manufactured home
Church or other place of worship	Primary or secondary school
Family childcare home Class A– up to 10 children	Single family residential
Family childcare center home Class B – 11 to 15 children	Single family residential – assisted living for up to 4 people served by social assisted living program
Home occupation	Any other use not listed here that does not require a Conditional Use Permit

### b. Required Zone Changes

Proposed multi-use subdivisions shall be zoned PUD with internal PUD rules proposed by the developer.

### c. Conditional Uses: Class A, B and C Uses Allowed

See Section 2-3-102: Conditional Use Permits.

See Sections 3-1-110 through 3-1-113 for development standards.





# LARAMIE COUNTY LAND USE REGULATIONS

<b>Class A</b>		
Bed and Breakfast		
<b>Class B</b>		
Animal clinic	Assisted Living Facility	Child Care Center Class C – 16 to 29 children
Child Care Center Class D – 30 children or more	Commercial kennel	Commercial landscape business
Commercial show barn	Commercial stable	Manufactured home park
Permanent Campground	All other uses which provide commercial retail or service	Multi use recreational facility
Multi-family residential		
<b>Class C</b>		
Adult entertainment	Bar, lounge, liquor store	Concentrated animal feeding operation
Fireworks stand	Junkyard or salvage yard	Landfill
Quarry	Racetrack	Recycling facility
Shooting sports range	Solar farm	Transfer facility
Transportation facility	Wind farm	Workforce Accommodation Quarters

## d. Development Standards: General

<b>Minimum Lot Area Size</b>	<b>5.25 acres</b>
<b>Setbacks – Principal Structure(s)</b>	<b>In Feet</b>
Front yard	25
Rear yard	25
Side yard	25
Corner lot – side yard facing road	25
*Exemption – Skyview Estates Subdivision	0' except for minimum building code structural spacing requirements
<b>Setbacks – Accessory Structure(s) and outdoor display</b>	<b>In Feet</b>
Front yard	25
Rear Yard	25
Sidewalls 10 feet or less	25
Sidewalls greater than 10 feet	25
<b>Side yard:</b>	
Sidewalls 10 feet or less	25
Sidewalls greater than 10 feet	25
Corner lot – side yard facing road	25
<b>Setback Line Exception</b>	
Principal structure only for all uses	See Section 3-1-102(g)
<b>Maximum Lot Coverage</b>	<b>See Section 3-1-102(h)</b>
<b>Height Limitation</b>	<b>See Section 3-1-102(i)</b>
<b>Height Exceptions</b>	<b>See Section 3-1-102(j)</b>



# LARAMIE COUNTY LAND USE REGULATIONS

## e. Development Standards: Lots/Plats Previously Recorded

See Section 2-2-100 Nonconforming Uses and Structures.

See Section 2-2-101 Nonconforming Lot Sizes.

## f. Development Standards: Home Occupations

See Section 3-1-103(i)(v).

## g. Development Standards: Parking

Single family residential	Section 3-1-109(cc)(ii)
Non single family residential	Section 3-1-109(cc)(iii)
Conditional use	Section 3-1-109(cc)(iv)

## h. Development Standards: Easements and Accessory Structures

- i. No structure shall be located within an access, drainage or utility easement.
- ii. Accessory structures, less than 200 square feet with neither electric nor plumbing service, are exempt from building permits. Any accessory structure greater than 200 square feet is required to obtain a building permit.

## i. Development Standards: Commercial Projects

- i. Parking 3-1-109(cc)(iv)
- ii. Site Plan 3-1-109(d)
- iii. Landscaping Requirements 3-1-109(p)
- iv. Traffic Requirements Title 5, Chapter 6
- v. Drainage and Stormwater Title 5, Chapter 2
- vi. Grading Permit, Erosion and Sediment Control Title 5, Chapter 3

## 2-4-105 COMMUNITY BUSINESS – CB ZONING DISTRICT

This commercial zoning district is primarily located along major roadways where retail centers are located, or where retail and service establishments predominate.

### a. Permitted Uses

Retail, service and wholesale business: with or without outdoor storage	Offices	Motel/hotel
Food service facility	Churches and other places of worship	Childcare center Class C
Multi use recreational facility		Childcare center Class D

### b. Conditional Uses: Class C Uses Allowed

See Section 2-3-102 Conditional Use Permits.

See Sections 3-1-110 through 3-1-113 for development standards.



# LARAMIE COUNTY LAND USE REGULATIONS

Bar, lounge, liquor store	Fireworks stand
Transportation facility	

## c. Development Standards: General

Minimum Lot Area Size	By Square Feet
As necessary to accommodate principal structure(s), accessory structure(s) outdoor display, outside storage, setbacks, required landscaping, parking, drainage, as well as water and sewer facilities and other pertinent standards	
Setbacks – Principal Structure(s)	Number of Feet
Front yard	20
Rear yard	5
Side yard	5 (0' if 2-hour firewall)
Corner lot – side yard facing road	20
Setbacks – Accessory Structure(s) and Uses- Including Outdoor Display and Outdoor Storage	Number of Feet
Front Yard – Accessory Structure(s)	20
Outdoor display or storage	15
Rear Yard – Accessory Structure(s):	
Sidewalls 10 feet or less	5
Sidewalls 10 feet or greater	5
Outdoor display or storage	5
Side yard – Accessory Structure(s):	
Sidewalls 10 feet or less	5
Sidewalls greater than 10 feet	5
Corner lot – side yard facing road – accessory structure(s)	15
Outdoor display or storage	15
Setback Line Exception	
Principal structure only for all uses	See Section 3-1-102(g)
Maximum Lot Coverage	See Section 3-1-102(h)
Height Limitations	See Section 3-1-102(i)
Height Exceptions	See Section 3-1-102(j)

## d. Development Standards: Parking

Commercial uses	See Section 3-1-109(cc)(iv)
Conditional use	See Section 3-1-109(cc)(iv)

## e. Development Standards: Lots/Plats Previously Recorded

See Section 2-2-100 Nonconforming Uses and Structures

## f. Development Standards: Easements and Accessory Structures

- i. No structure shall be located within an access, drainage or utility easement.



## LARAMIE COUNTY LAND USE REGULATIONS

- ii. Accessory structures, less than 200 square feet with neither electric nor plumbing service, are exempt from building permits. Any accessory structure greater than 200 square feet is required to obtain a building permit.

### g. Development Standards: Floodplain Development

See Title 5, Chapter 4.

### h. Development Standards: Commercial Projects

- i. Parking 3-1-109(cc)(iv)
- ii. Site Plan 3-1-109(d)
- iii. Landscaping Requirements 3-1-109(p)
- iv. Traffic Requirements Title 5, Chapter 6
- v. Drainage and Stormwater Title 5, Chapter 2
- vi. Grading Permit, Erosion and Sediment Control Title 5, Chapter 3

## 2-4-106 NEIGHBORHOOD BUSINESS – NB ZONING DISTRICT

Neighborhood business locations are meant to serve area residents with goods and services.

### a. Permitted Uses

Retail and service business with no outside storage but may have outdoor display	Offices	Child Care Center Class C
Churches and other places of worship	Food service facility	Child Care Center Class D

### b. Conditional Uses: Class B and C Uses Allowed

See Section 2-3-102 Conditional Use Permits.

See Sections 3-1-110 through 3-1-113 for development standards.

Class C – Bar, lounge, liquor store	
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### c. Development Standards: General

Minimum Lot Area Size	By Square Feet
As necessary to accommodate principal structure(s), accessory structure(s) outdoor display, outside storage, setbacks, required landscaping, parking, drainage, as well as water and sewer facilities and other pertinent standards	
Setbacks – Principal Structure(s)	Number of Feet
Front yard	20
Rear yard	5



# LARAMIE COUNTY LAND USE REGULATIONS

Side yard	5 (0' if 2-hour firewall)
Corner lot – side yard facing road	20
<b>Setbacks – Accessory Structure(s) and Outdoor Display</b>	<b>Number of Feet</b>
Front Yard – Accessory Structure(s)	20
Outdoor display	15
<b>Rear Yard – Accessory Structure(s):</b>	
Sidewalls 10 feet or less	5
Sidewalls 10 feet or greater	5
Outdoor display	15
<b>Side yard – Accessory Structure(s):</b>	
Sidewalls 10 feet or less	0
Sidewalls greater than 10 feet	0
Corner lot – side yard facing road – accessory structure(s)	15
Outdoor display	15
<b>Setback Line Exception</b>	
Principal structure only for all uses	See Section 3-1-102(g)
<b>Maximum Lot Coverage</b>	<b>See Section 3-1-102(h)</b>
<b>Height Limitations</b>	<b>See Section 3-1-102(i)</b>
<b>Height Exceptions</b>	<b>See Section 3-1-102(j)</b>

## d. Development Standards: Parking

Commercial uses	See Section 3-1-109(cc)(iv)
Conditional use	See Section 3-1-109(cc)(iv)

## e. Standards: Lots/Plats Previously Recorded

See Section 2-2-100 Nonconforming Uses and Structures.

## f. Development Standards: Easements and Accessory Structures

- i. No structure shall be located within an access, drainage or utility easement.
- ii. Accessory structures, less than 200 square feet with neither electric nor plumbing service, are exempt from building permits. Any accessory structure greater than 200 square feet is required to obtain a building permit.

## g. Development Standards: Commercial Projects

- i. Parking 3-1-109(cc)(iv)
- ii. Site Plan 3-1-109(d)
- iii. Landscaping Requirements 3-1-109(p)
- iv. Traffic Requirements Title 5, Chapter 6
- v. Drainage and Stormwater Title 5, Chapter 2
- vi. Grading Permit, Erosion and Sediment Control Title 5, Chapter 3



# LARAMIE COUNTY LAND USE REGULATIONS

## 2-4-107 LIGHT INDUSTRIAL – LI ZONING DISTRICT

Light industrial areas are intended to contain industrial uses that have lesser impact to neighboring properties than the heavy industrial district.

### a. Permitted Uses

A use able to be performed in such a manner as to control the external effects of the process(es) on the same or surrounding properties: glare, smoke, odor, dust, noise or contamination of groundwater.	Indoor storage facility	Outdoor storage facility - not including scrap yard or junkyard
Warehouse uses	Retail uses	Wholesale uses
Office uses	Educational facility uses	Churches and other places of worship
Kennel and pet boarding	Pet crematory	

### b. Conditional Uses

No conditional uses are permitted within this zoning district.

### c. Development Standards: General

Minimum Lot Area Size	By Square Feet
As necessary to accommodate principal structure(s), accessory structure(s) outdoor display, outside storage, setbacks, required landscaping, parking, drainage, as well as water and sewer facilities and other pertinent standards	
<b>Setbacks – Principal Structure(s)</b>	<b>Number of Feet</b>
Front yard	25
Rear yard	5
Side yard	5
Corner lot – side yard facing road	25
<b>Setbacks – Accessory Structure(s) and Uses- Including Outdoor Display and Outdoor Storage</b>	<b>Number of Feet</b>
Front Yard – Accessory Structure(s)	25
Outdoor display or storage	15
<b>Rear Yard – Accessory Structure(s):</b>	
Sidewalls 10 feet or less	5
Sidewalls 10 feet or greater	5
Outdoor display or storage	15
<b>Side yard – Accessory Structure(s):</b>	
Sidewalls 10 feet or less	5



# LARAMIE COUNTY LAND USE REGULATIONS

Sidewalls greater than 10 feet	5
Corner lot – side yard facing road – accessory structure(s)	15
Outdoor display or storage	15
<b>Setback Line Exception</b>	
Principal structure only for all uses	See Section 3-1-102(g)
<b>Maximum Lot Coverage</b>	<b>See Section 3-1-102(h)</b>
<b>Height Limitations</b>	<b>See Section 3-1-102(i)</b>
<b>Height Exceptions</b>	<b>See Section 3-1-102(j)</b>

## c. Development Standards: Parking

Commercial uses	See Section 3-1-109(cc)(iv)
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## d. Development Standards: Lots/Plats Previously Recorded

See Section 2-2-100 Nonconforming Uses and Structures.

## e. Development Standards: Easements and Accessory Structures

- i. No structure shall be located within an access, drainage or utility easement.
- ii. Accessory structures, less than 200 square feet with neither electric nor plumbing service, are exempt from building permits. Any accessory structure greater than 200 square feet is required to obtain a building permit.

## f. Development Standards: Permissible Commercial Uses

- i. Parking 3-1-109(cc)(iv)
- ii. Site Plan 3-1-109(d)
- iii. Landscaping Requirements 3-1-109(p)
- iv. Traffic Requirements Title 5, Chapter 6
- v. Drainage and Stormwater Title 5, Chapter 2
- vi. Grading Permit, Erosion and Sediment Control Title 5, Chapter 3

## 2-4-108 HEAVY INDUSTRIAL – HI ZONING DISTRICT

The heavy industrial area is meant for those uses which have significant potential impact on surrounding properties and should be isolated and buffered to protect the community and the land use.

### a. Permitted Uses:

A use that may require mitigation measures to manage the external effects of the process(es) on the same or surrounding properties: glare, noxious smoke, odor, dust, noise or	Indoor storage facilities	Outdoor storage- not including junk yard or scrap yard
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# LARAMIE COUNTY LAND USE REGULATIONS

contamination of groundwater.		
	Wholesale uses	Warehouse uses

## b. Conditional Uses: Class C Uses Allowed

See Section 2-3-102 Conditional Use Permits.

See Sections 3-1-110 through 3-1-113 for standards.

Junk yard	Scrap yard
Recycling facility	Transfer station

## c. Development Standards: General

Minimum Lot Area Size	By Square Feet
As necessary to accommodate principal structure(s), accessory structure(s) outdoor display, outside storage, setbacks, required landscaping, parking, drainage, as well as water and sewer facilities and other pertinent standards	
<b>Setbacks – Principal Structure(s)</b>	<b>Number of Feet</b>
Front yard	25
Rear yard	5
Side yard	5
Corner lot – side yard facing road	25
<b>Setbacks – Accessory Structure(s) and Uses- Including Outdoor Display and Outdoor Storage</b>	<b>Number of Feet</b>
Front Yard – Accessory Structure(s)	25
Outdoor display or storage	15
<b>Rear Yard – Accessory Structure(s):</b>	
Sidewalls 10 feet or less	5
Sidewalls 10 feet or greater	5
Outdoor display or storage	15
<b>Side yard – Accessory Structure(s):</b>	
Sidewalls 10 feet or less	5
Sidewalls greater than 10 feet	5
Corner lot – side yard facing road – accessory structure(s)	15
Outdoor display or storage	15
<b>Setback Line Exception</b>	
Principal structure only for all uses	See Section 3-1-102(g)
<b>Maximum Lot Coverage</b>	<b>See Section 3-1-102(h)</b>
<b>Height Limitations</b>	<b>See Section 3-1-102(i)</b>
<b>Height Exceptions</b>	<b>See Section 3-1-102(j)</b>





# LARAMIE COUNTY LAND USE REGULATIONS

## d. Development Standards: Parking

Commercial uses	Section 3-1-109(cc)(iv)
Conditional use	Section 3-1-109(cc)(iv)

## e. Development Standards: Lots/Plats Previously Recorded

See Section 2-2-100 Nonconforming Uses and Structures

## f. Development Standards: Easements and Accessory Structures

- i. No structure shall be located within an access, drainage or utility easement.
- ii. Accessory structures, less than 200 square feet with neither electric nor plumbing service, are exempt from building permits. Any accessory structure greater than 200 square feet is required to obtain a building permit.

## g. Development Standards: Floodplain Development

See Title 5, Chapter 4.

## h. Development Standards: Commercial Projects

- i. Parking 3-1-109(cc)(iv)
- ii. Site Plan 3-1-109(d)
- iii. Landscaping Requirements 3-1-109(p)
- iv. Traffic Requirements Title 5, Chapter 6
- v. Drainage and Stormwater Title 5, Chapter 2
- vi. Grading Permit Title 5, Chapter 3

## 2-4-109 PUBLIC – P ZONING DISTRICT

This district is meant for government, non-profits, and other uses which provide public services.

### a. Permitted Uses

Government offices and agencies including fire stations and government satellite offices or service locations	Hospitals	Public cemetery
Public educational facilities including primary and secondary schools and training centers	Public open space – dedicated land	Public Parks
Public recreation facilities including indoor and outdoor	Public visitor center, gardens, rest areas and public memorial locations	Public trails and pathways on dedicated land

### b. Conditional Uses: Determined by PUD rules

See Section 2-3-102 Conditional Use Permits.

See Sections 3-1-110 through 3-1-113 for standards.



# LARAMIE COUNTY LAND USE REGULATIONS

## c. Development Standards: General

<b>Minimum Lot Area Size</b>	<b>By Square Feet</b>
As necessary to accommodate principal structure(s), accessory structure(s) outdoor display, outside storage, setbacks, required landscaping, parking, drainage, as well as water and sewer facilities and other pertinent standards	
<b>Setbacks – Principal Structure(s)</b>	<b>Number of Feet</b>
Front yard	25
Rear yard	25
Side yard	25
Corner lot – side yard facing road	25
<b>Setbacks – Accessory Structure(s) and Uses- Including Outdoor Display and Outdoor Storage</b>	<b>Number of Feet</b>
Front Yard – Accessory Structure(s)	25
Outdoor display	15
Outdoor storage	25
<b>Rear Yard – Accessory Structure(s):</b>	
Sidewalls 10 feet or less	25
Sidewalls 10 feet or greater	25
Outdoor display	15
Outdoor storage	25
<b>Side yard – Accessory Structure(s):</b>	
Sidewalls 10 feet or less	15
Sidewalls greater than 10 feet	25
Outdoor display	15
Outdoor storage	25
<b>Corner lot – side yard facing road – any height accessory structure(s)</b>	<b>25</b>
Outdoor display	15
Outdoor storage	25
<b>Setback Line Exception</b>	
Principal structure only for all uses	See Section 3-1-102(g)
<b>Maximum Lot Coverage</b>	<b>See Section 3-1-102(h)</b>
<b>Height Limitations</b>	<b>See Section 3-1-102(i)</b>
<b>Height Exceptions</b>	<b>See Section 3-1-102(j)</b>

## d. Development Standards: Parking

Permitted uses in this district	See Section 3-1-109
Conditional Uses	See Section 3-1-109(cc)(iv)

## e. Development Standards: Lots/Plats Previously Recorded

See Section 2-2-100 Nonconforming Uses and Structures



# LARAMIE COUNTY LAND USE REGULATIONS

See Section 2-2-101 Nonconforming Lot Size

## f. Development Standards: Easements and Accessory Structures

- i. No structure shall be located within an access, drainage or utility easement.
- ii. Accessory structures, less than 200 square feet with neither electric nor plumbing service, are exempt from building permits. Any accessory structure greater than 200 square feet is required to obtain a building permit.

## g. Development Standards: Commercial Projects

- i. Parking 3-1-109(cc)(iv)
- ii. Site Plan 3-1-109(d)
- iii. Landscaping Requirements 3-1-109(p)
- iv. Traffic Requirements Title 5, Chapter 6
- v. Drainage and Stormwater Title 5, Chapter 2
- vi. Grading Permit Title 5, Chapter 3

## 2-4-110 MIXED USE – MU ZONING DISTRICT

The MU Zoning District is intended for a mixture of uses in transitioning areas of the community where rehabilitation and reuse of existing lands and buildings is intended. The general area may be transitioning to more commercial or more residential over time.

### a. Permitted Uses

Office – all types	Single family residential, Manufactured home park, duplex, townhome, multi-family individually or grouped by types within a development	Childcare center Class C and Class D
Educational facilities	Service uses – including outdoor storage	Assisted living facility
Retail uses – including outdoor storage	Recreation facilities	Restaurant
Childcare home Class A – up to 10 children	Childcare center home Class B - 11 to 15 children	Single-family residential – assisted living - up to four (4) people served by social assisted living program

### b. Conditional Uses: Class B and C Uses Allowed

See Section 2-3-102 Conditional Use Permits.

See Sections 3-1-110 through 3-1-113 for standards.

### c. Development Standards: General

Minimum Lot Area Size	By Square Feet
Commercial:	



# LARAMIE COUNTY LAND USE REGULATIONS

As necessary to accommodate principal structure(s), accessory structure(s) outdoor display, outside storage, setbacks, required landscaping, parking, drainage, as well as centralized or decentralized water and sewer facilities and other pertinent standards	
<b>Setbacks – Principal Structure(s)</b>	<b>Number of Feet</b>
Front yard	Commercial: 25 Residential: 20
Rear yard	Commercial: 20 Residential 15
Side yard	Commercial: 10 Residential 5
Corner lot – side yard facing road	Commercial: 15 Residential 10
<b>Setbacks – Accessory Structure(s) and Uses- Including Outdoor Display and Outdoor Storage</b>	<b>Number of Feet</b>
Front Yard – Accessory Structure(s)	Commercial:25 and Residential: 20
Outdoor display	15
Outdoor storage	25
<b>Rear Yard – Accessory Structure(s):</b>	
Sidewalls 10 feet or less	Commercial:10 and Residential:5
Sidewalls 10 feet or greater	Commercial:15 Residential:10
Outdoor display	15
Outdoor storage	25
<b>Side yard – Accessory Structure(s):</b>	
Sidewalls 10 feet or less	Commercial:10 and Residential 5
Sidewalls greater than 10 feet	Commercial: 15 and Residential:10
Outdoor display	15
Outdoor storage	25
Corner lot – side yard facing road – any height accessory structure(s)	Commercial: 15 Residential: 10
Outdoor display	15
Outdoor storage	25
<b>Setback Line Exception</b>	
Principal structure only for all uses	See Section 3-1-102(g)
<b>Maximum Lot Coverage – See Commercial and Residential</b>	<b>See Section 3-1-102(h)</b>
<b>Height Limitations – See Commercial and Residential</b>	<b>See Section 3-1-102(i)</b>
<b>Height Exceptions</b>	<b>See Section 3-1-102(j)</b>

## d. Development Standards: Parking

Single family residential	See Section 3-1-109(cc)(ii)
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# LARAMIE COUNTY LAND USE REGULATIONS

Non single family residential	See Section 3-1-109(cc)(iii)
Conditional Use	See Section 3-1-109(cc)(iv)

## e. Development Standards: Lots/Plats Previously Recorded

See Section 2-2-100 Nonconforming Uses and Structures.

See Section 2-2-101 Nonconforming Lot Sizes.

## f. Development Standards – Home Occupations

See Section 3-1-103(i)(iii).

## g. Development Standards: Accessory Dwelling Units

See Section 3-1-107

## h. Development Standards: Easements and Accessory Structures

- i. No structure shall be located within an access, drainage or utility easement.
- ii. Accessory structures, less than 200 square feet with neither electric nor plumbing service, are exempt from building permits. Any accessory structure greater than 200 square feet is required to obtain a building permit.

## i. Development Standards: Commercial Projects

- i. Parking 3-1-109(cc)(iv)
- ii. Site Plan 3-1-109(d)
- iii. Landscaping Requirements 3-1-109(p)
- iv. Traffic Requirements Title 5, Chapter 6
- v. Drainage and Stormwater Title 5, Chapter 2
- vi. Grading Permit Title 5, Chapter 3

## 2-4-111 PLANNED UNIT DEVELOPMENT – PUD ZONING DISTRICT

A Planned Unit Development is either a new land use development or a restoration of land uses which are adjacent to one another. PUD standards generally allow a greater mix of uses for a proposed development, with no minimum lot size requirement in the urbanized area with central water and sewer.

The PUD has the capability of internal zero lot line development for duplexes, townhomes and commercial structures through the common wall which meets current building code requirements.

The PUD development is meant to create easy street connectivity, convenience for residents and businesses, and has a Laramie County character. It may be residential, commercial, light industrial or a mixture of the types.

### i. MINIMUM STANDARDS FOR PUDs

PUD rules are drafted by the applicant proposing to create the PUD. The rules in this subsection govern the **minimum** requirements for what such rules must contain.



# LARAMIE COUNTY LAND USE REGULATIONS

## A. Allowable Permitted Uses – Urbanized and Rural Zoning Areas

The following types of uses may be selected in designing a PUD:

Office – all types	Single family residential, duplex, townhome, multi-family individually or grouped by types within a development	Childcare center– Class C and Class D
Public educational facilities	Service uses – no outdoor storage	Public Parks
Retail uses – no outdoor storage	Public recreation facilities	Restaurant
Retail, service, or office mix with residential on upper floor(s)	Light industrial uses	Family childcare home – Class A - Up to 10 children
		Family childcare center home Class B - 11 to 15 children

## B. Conditional Uses

This will be determined by the PUD rules.

## C. Development Standards: General

Minimum Lot Area Size	By Square Feet
Centralized water and sewer present - As necessary to accommodate principal structure(s), accessory structure(s) outdoor display, outside storage, setbacks, required landscaping, parking, drainage, as well as centralized or decentralized water and sewer facilities and other pertinent standards	
Centralized water and sewer not present	5.25 acres
<b>Setbacks – Principal Structure(s)</b>	<b>Number of Feet</b>
Front yard	15
Rear yard	15
Side yard	7
Corner lot – side yard facing road	10
<b>Setbacks – Accessory Structure(s) and Uses- Including Outdoor Display and Outdoor Storage</b>	<b>Number of Feet</b>
<b>Front Yard – Accessory Structure(s)</b>	15
Outdoor display	15
Outdoor storage	15
<b>Rear Yard – Accessory Structure(s):</b>	
Sidewalls 10 feet or less	10
Sidewalls 10 feet or greater	15



# LARAMIE COUNTY LAND USE REGULATIONS

Outdoor display	15
Outdoor storage	15
<b>Side yard – Accessory Structure(s):</b>	
Sidewalls 10 feet or less	7
Sidewalls greater than 10 feet	10
Outdoor display	15
Outdoor storage	15
Corner lot – side yard facing road – any height accessory structure(s)	15
Outdoor display	15
Outdoor storage	15
<b>Setback Line Exception</b>	
Principal structure only for all uses	See Section 3-1-102(g)
<b>Maximum Lot Coverage</b>	<b>See Section 3-1-102(h)</b>
<b>Height Limitations</b>	<b>See Section 3-1-102(i)</b>
<b>Height Exceptions</b>	<b>See Section 3-1-102(j)</b>

## D. Development Standards: Parking

Single family residential	See Section 3-1-109(cc)(ii)
Non single family residential	See Section 3-1-109(cc)(iii)
Conditional Uses	See Section 3-1-109(cc)(iv)

## E. Development Standards: Lots/Plats Previously Recorded

See Section 2-2-100 Nonconforming Uses and Structures

See Section 2-2-101 Nonconforming Lot Size

## F. Development Standards: Home Occupation

See Section 3-1-103(i)(iii)

## G. Development Standards: Accessory Dwelling Units

See Section 3-1-107

## H. Development Standards: Easements and Accessory Structures

1. No structure shall be located within an access, drainage or utility easement.
2. Accessory structures, less than 200 square feet with neither electric nor plumbing service, are exempt from building permits. Any accessory structure greater than 200 square feet is required to obtain a building permit.

## I. Development Standards: Commercial Projects

1. Parking 3-1-109(cc)(iv)
2. Site Plan 3-1-109(d)
3. Landscaping Requirements 3-1-109(p)
4. Traffic Requirements Title 5, Chapter 6





# LARAMIE COUNTY LAND USE REGULATIONS

5. Drainage and Stormwater Title 5, Chapter 2
6. Grading Permit, Erosion and Sediment Control Title 5, Chapter 3

## ii. PUD ZONE DISTRICT CREATION REQUIREMENTS

Approval of any PUD shall be based on the overall compatibility with existing adjacent uses and proposed future uses. It is to meet the purpose of a Planned Unit Development. The applicant shall identify how the proposed PUD meets the goals of the Comprehensive Plan. District standards shall be required in the PUD to mitigate any environmental, traffic, drainage or other area impacts that may result from the uses allowed within the district.

- A. Zone Change – A planned unit development requires a zone change which is approved by the Board of Commissioners; and is subject to those requirements.
- B. PUD Rules – The applicant shall meet with Planning staff at a pre-application meeting to discuss the proposed Planned Unit Development. The applicant shall submit PUD Rules with the zone change application. The Planning Commission shall review the proposed rules, make commentary, and forward a recommendation concerning the zone change to the Board of County Commissioners.
- C. Preliminary Plats for PUD Subdivisions – A preliminary plat is to be submitted, meeting all standards. It shall be reviewed at a Planning Commission public hearing. The Planning Commission may approve, approve with conditions or disapprove the preliminary plat. The PUD may be developed in phases.
- D. Subdivision Permit and Plat – A subdivision permit and plat shall be submitted for the PUD, or any phase of it. It is subject to all standards. The subdivision permit and plat shall be reviewed by the Planning Commission at a public hearing; and shall provide a recommendation to the County Commissioners.
- E. Findings at Time of Subdivision Permit and Plat – The Planning Commission shall make the following findings based upon information provided by the applicant and forward the findings to the Board of County Commissioners as part of their recommendation. The findings shall be incorporated into the resolution approving the Subdivision Permit and Plat:
  1. The planned unit development as proposed by the applicant will prevent adverse impacts between land uses within or adjacent to the proposed PUD or will appropriately mitigate them to protect the public health, safety and welfare.
  2. The planned unit development demonstrates a high degree of connectivity with the street, sidewalk, as well as pathways which may be provided. The connectivity is to provide as many routes as possible to a location for convenience and safety purposes.
  3. The planned unit development demonstrates character through its functionality, accessibility, land use mixture, treatment and use of open space and aesthetic appeal.





# LARAMIE COUNTY LAND USE REGULATIONS

## iii. PUD AMENDMENTS

- A. Minor amendments to an approved PUD are those which do not impact the use, intensity or overall concept of the development. Such amendments may be approved by the Planning Director if the Director can make such a finding.
- B. Major amendments are those which do not meet the criteria for a minor amendment. Major amendments shall be considered comparable to a Zone Change and processed according to the rules outlined for Zone Changes.

## 2-4-112 AIRPORT HEIGHT RESTRICTION OVERLAY DISTRICT

The Airport Height Restriction District is established as an overlay zoning district located in the airspace around all airports in Laramie County that are subject to Federal Aviation Administration (FAA) enforced height restrictions. FAA height restrictions shall limit the maximum height of structures within this district. Development projects that are within the FAA protected zones and have the potential to obstruct the airspace 150 feet above the Cheyenne Airport's defined elevation of 6,156 feet, and the elevation of other airports in Laramie County that are subject to FAA height restrictions shall be forwarded to the respective airport staff for review and requirements that apply.

### a. Development action standards:

Review and requirements that apply are subject to respective airport staff decisions concerning FAA height requirements within FAA protected airspace zones.

## 2-4-113 AMEC OVERLAY DISTRICT

Laramie County has ongoing public health, safety and general welfare concerns about groundwater availability to support the community.

The State Engineer's Office became increasingly concerned with groundwater decline within the County that took place from 2000 to 2009, and in response the State Engineer's Office adopted well spacing requirements in the Laramie County Control Area. It also contracted the engineering firm AMEC to conduct a hydrologic study of the Control Area. The study was completed in early 2014 and was published by the State Engineer on March 31 of the same year. Prior to its publishing, AMEC produced a summary memorandum of the study, which became known in these regulations as the AMEC Memo. In the Memo, AMEC detailed recommended minimum residential lot sizes for Laramie County based upon groundwater usage modeling undertaken in a general study of groundwater recharge rates throughout the County. Specifically, AMEC outlined four (4) different Zones in which the majority of County parcels were situated. The Zones are categorized by the recommended minimum lot sizes to recharge the aquifer, based upon the daily domestic water usage by a family of four, in the area on which the land in question lies.

As discussed in the AMEC Memo, the basis for the minimum lot size recommendations is to further the goal of conservation of groundwater within rural areas of the County. There are four



# LARAMIE COUNTY LAND USE REGULATIONS

(4) zones of groundwater recharge shown in the AMEC memo with recommended guidance on lot sizes.

## a. District Established

These regulations hereby establish the AMEC Overlay District. The AMEC Overlay District applies to the area encompassed by the AMEC Memo, which is hereby incorporated into these regulations by reference. Zoning and subdivision standards promulgated for those areas are guided by the AMEC Memo and Study and serve as specific requirements to be followed within the AMEC Overlay District.

## b. Specific Requirements:

- i. All tracts or lots created within the AMEC Overlay District shall be a minimum of 5.25 acres and may increase based upon the AMEC Zone District in which the property lies.
- ii. Subdivisions proposed at a location where the property in question crosses multiple AMEC Overlay District boundaries may average lot sizes across the plat at the lower of the two minimum sizes.
- iii. Minimum lot sizes may be averaged across the entire ownership parcel in Zones 1 and 3.
- iv. The width, depth, and shape of the lot shall be determined by the proposed use of the site and existing natural features.
- v. Subdivisions shall meet all applicable requirements of the Laramie County Land Use Regulations.
- vi. The AMEC Memo Overlay District does not apply to proposed projects located within a public water or sewer system serving a particular area.
- vii. For purposes of this section, "public water or sewer system" is defined as requiring connection to an existing, traditionally regulated local public utility with a defined service area, including, but not necessarily limited to, the Cheyenne Board of Public Utilities, South Cheyenne Water and Sewer District, Winchester Hills Improvement District, Town of Albin, Town of Carpenter, Town of Burns, or Town of Pine Bluffs. "Existing" shall mean currently operational as of the adoption of this regulation.
- viii. The standards established by the Cheyenne/ Laramie County Division of Environmental Health pertaining to wastewater treatment shall be followed in all AMEC Overlay Zones.
- ix. Standards established by the State Engineer's Office for water supply shall be adhered to.



# LARAMIE COUNTY LAND USE REGULATIONS

TITLE 3 DEVELOPMENT STANDARDS .....	2
3-1-100 PURPOSE.....	2
3-1-101 PROPERTY USE.....	2
3-1-102 BASIC PROPERTY USE RELATED STANDARDS .....	3
3-1-103 STANDARDS CONCERNING SPECIFIC USES ON PROPERTY .....	7
3-1-104 PROPERTY USE INFRASTRUCTURE – WATER AND SANITATION SYSTEM STANDARDS .....	12
3-1-105 LAND PREPARATION PERMITS FOR CONSTRUCTION .....	13
3-1-106 BUILDING PERMIT AND ZONING APPROVAL, PLOT PLANS, SIMPLE SITEPLANS, AND CONCEPT PLANS .....	13
3-1-107 ACCESSORY USES AND STRUCTURES .....	14
3-1-108 CHILDCARE STANDARDS .....	16
3-1-109 PROCESS AND REVIEW STANDARDS FOR ALL COMMERCIAL PROJECTS .....	18
3-1-110 STANDARDS FOR SPECIFIC COMMERCIAL USES – A THROUGH E.....	36
3-1-111 STANDARDS FOR SPECIFIC COMMERCIAL USES – F THROUGH K.....	54
3-1-112 STANDARDS FOR SPECIFIC COMMERCIAL USES – M THROUGH R.....	55
3-1-113 STANDARDS FOR SPECIFIC COMMERCIAL USES – S THROUGH Z .....	60



# LARAMIE COUNTY LAND USE REGULATIONS

## TITLE 3 DEVELOPMENT STANDARDS

### 3-1-100 PURPOSE

The purpose of Development standards is to uphold the public health, safety and the general welfare of the community through their practice. The standards promulgate criteria for development in Laramie County. The criteria set forth practices, principles, conventions, and conduct of development in specific as well as general terms. The criteria are specifically focused to directly support the purposes of these land use regulations.

Development Standards are promulgated under this Title for specific permitted and conditional uses allowed in zoning districts, and apply through individual permit requests, site plans, conditional uses and subdivisions. The interrelated standards of Zoning, Subdivision, and Public Works Regulations apply countywide.

### 3-1-101 PROPERTY USE

#### a. Permitted Uses

- i. A permitted use is a land use allowed within a zoning district. It includes a principal use and accessory uses. Commercial land uses as a permitted use or conditional in certain zoning districts require a commercial site plan, and approval of it, prior to the ability of being established through building permits.
- ii. Only those uses specifically shown as a permitted use or similar to are allowed within a zoning district, unless the use is a conditional use, or the use receives a temporary use permit for a specified period of time, or exists as a nonconforming use with limitations within a specific zoning district. All other uses are disallowed.

#### b. Accessory Uses

See 3-1-107 Accessory Uses, Structures and Accessory Dwelling Unit.

#### c. Conditional Uses

See 2-3-102.

#### d. Non-conforming Uses

See 2-2-100.

#### e. Non-conforming Lot Sizes

See Section 2-2-101

#### f. Temporary Uses

See 3-1-103(e) Temporary Use Permit Standards



# LARAMIE COUNTY LAND USE REGULATIONS

## 3-1-102 BASIC PROPERTY USE RELATED STANDARDS

### a. Lot and Property Standards

#### i. Existing Lots or Tracts

Unless otherwise specified, lots or tracts within any specific zoning district, which legally existed at the time of the enactment of these regulations, shall adhere to the specific zoning district requirements, in order to be used as a building site.

#### ii. Principal Buildings – Residential

Only one residential principal building and customary accessory structures may be built on any one division of land, unless otherwise specified in these regulations. Agricultural buildings and uses defined by these regulations are exempt.

#### iii. Commercial Buildings

- A. A commercial building shall be identified for every one division of land through a site plan. Multiple commercial structures may be permitted on one (1) tract through a site plan.
- B. Any property permanently developed in Laramie County shall be required to provide permanent, adequate, enclosed, and legally permitted facilities for central water and sewer, individual well or individual septic, or as required by Laramie County Environmental Health Division, State of Wyoming State Engineer's Office, State of Wyoming Department of Environmental Quality or the US Environmental Protection Agency, for the type of development proposed.

#### iv. Property Access

- A. All property shall have access for the use on that property through a public right-of-way, private road, public access easement, private access easement or by other legal means. No property owner shall deny or block the access to another property owner's land. No property owner shall block or deny access to lands open to the public.
- B. Alleys and/or access easements shall not be considered as a means of primary access for any non-residential purpose unless adequate infrastructure and emergency response can be demonstrated to the satisfaction of Laramie County.
- C. All accesses require permitting through the appropriate agency and include any work upgrades carried out in the right-of way through Laramie County Public Works for county roads and the Wyoming Department of Transportation for state highways.

### b. Road Naming and Site Address

Road names may be approved for Laramie County public roads and access easements by Laramie County staff or the Laramie County Commissioners through the following processes:

- i. Platting
- ii. Subdivision exemptions reviewed by county staff for compliance with statute.
- iii. State statutes Title 24 process.



# LARAMIE COUNTY LAND USE REGULATIONS

- iv. Board approval if it is an existing easement that affects multiple landowners.
- v. Road naming applications reviewed by county staff if it affects only one landowner for existing access.

## c. Road Naming Rules

Road names:

- i. Shall be distinct in nature; naming that sounds like or is spelled similarly to another road is prohibited. It shall not be difficult to pronounce or spell. A different suffix shall not make the road name unique.
- ii. Shall remain the same name when it is an extension to an existing named road, when possible, as determined by Public Works staff.
- iii. Shall not have two intersections with the same names.
- iv. Anytime that a street makes a directional change of approximately ninety degrees, the street name shall change. A directional change of approximately ninety degrees shall mean a horizontal curve where a reduction in the design speed is required (i.e. a sharp turn vs. a sweeping curve).
- v. Homonyms for road or street names that sound like another road or street name, are prohibited.
- vi. Road naming is regulated by Laramie County Public Works Regulations through Title 5.

## d. Site Addressing

Site addressing is a public safety and health requirement crucial for fire, ambulance, and law enforcement response. It is necessary for school buses, mail, delivery services, and other interactions which support the general welfare of Laramie County. To those purposes:

- i. A County site address number shall be assigned upon issuance of a building permit for the first permitted residential unit or commercial structure on the site. Addresses may also be assigned to other structures or parcels if necessity can be demonstrated, and the structure will not be used for human habitation. Assignment of the address for non-residential or non-commercial structures may be approved at the discretion of the Director. All addresses issued related to human habitation of residential or commercial structures under this section shall be removed if a Certificate of Occupancy is not issued per departmental permitting processes.
- ii. Addresses shall be displayed on the front of the structure as seen from the right-of-way. If the number on the structure is not visible from the right-of-way or the structure is under construction, the number shall also be displayed on a post, fence, wall or gate at the property line adjacent to the point of access to the structure from the right-of-way.
- iii. In condominium and other multi-unit structures, the number in conformance with these regulations prior shall be displayed at each entrance. However, each complex shall have only one numerical address with separate building numbers or letters and individual unit numbers or letters.
- iv. Numbers shall be a minimum of six (6) inches high and shall be of reflective material.



# LARAMIE COUNTY LAND USE REGULATIONS

- v. Any numbers posted in violation of this regulation shall be removed.
- vi. A site plan may be required in conformance with these regulations prior to the issuance of an address.

## e. Lot Size Requirements

See Specific Zoning District Requirements: 2-2-101 through 2-2-116.

## f. Setback Requirements

See Specific Zoning District Requirements: 2-2-101 through 2-2-116.

## g. Setback Line Exceptions – Principal Building Only

Accessibility appurtenances (steps, ramps, and stoops) attached and projecting from the foundation are not restricted by the setback requirement. The accessibility appurtenances shall not extend into adjacent properties, easements or rights-of-way.

## h. Maximum Lot Coverage

The maximum lot coverage includes all structures, accessory buildings, parking and impervious surface measured in square feet. It is shown on the following table as a percentage of the total lot size:

<b>Specific Zoning District</b>	<b>Maximum Lot Coverage for Residential Use as a Percentage</b>	<b>Maximum Lot coverage for Commercial Use as a Percentage</b>	<b>Maximum Lot Coverage for Conditional Use Class A, B and C – By method of approval</b>
URLD	40	40	Class A and B methods
URMD	50	50	Class A and B methods
URHD	55	55	Class A and B methods
LU	30	30	Class A, B and C methods
CB	85	85	Class C method
NB	75	75	Class B and C methods
LI	85	85	No conditional uses
HI	90	90	Class C method
P	85	85	Class C method
MUD	75	75	Class C method
PUD	By resolution	By resolution	No conditional uses

## i. Height Limitations

The following standard, in feet, is enacted for height limitations:



# LARAMIE COUNTY LAND USE REGULATIONS

<b>For the Specific Zoning District</b>	<b>Applying to the Principal Building</b>	<b>And applying to any Accessory Structures</b>	<b>Or as Conditional Use for Principal and Accessory Structures Conditional Use Class A, B, and C By Method of Approval</b>
URLD	35	35	Class A and B methods
URMD	45	45	Class A and B methods
URHD	45	45	Class A and B methods
LU	40	40	Class A, B and C methods
CB	75	75	Class C method
NB	45	45	Class B and C methods
LI	75	75	No conditional uses
HI	100	100	Class C method
P	75	75	Class C method
MU	45	45	Class C method
PUD	Set by Resolution	Set by Resolution	No conditional uses
AHR	Governed by FAA Standards	Governed by FAA Standards	Governed by FAA Standards

## j. Height Limitations Exceptions

The height limitations of this regulation shall not apply to church spires, belfries, cupolas, domes not intended for human occupancy, flag poles, light poles, monuments, water towers, transmission towers, tower masts, smokestacks, chimneys, derricks, antennas, aerials, and HVAC or other equipment located on a roof, except as otherwise provided for in these regulations.

## k. Easement Restrictions

No structure is allowed within a utility easement, access easement or drainage easement. Such easements shall not be hindered from carrying out their intended purpose.

## l. Required Permits and Approvals

See Section 1-2-100.





# LARAMIE COUNTY LAND USE REGULATIONS

## 3-1-103 STANDARDS CONCERNING SPECIFIC USES ON PROPERTY

### a. Nuisance

See also section 2-3-100.

### b. Garbage Disposal

Garbage is also known as trash, refuse, debris, or rubbish in this instance. No dumping of garbage shall be permitted or allowed on any land except at sites designated by the County as official trash disposal locations. This regulation does not apply to Farm and Ranch operations in accordance with the Wyoming Right to Farm and Ranch Act.

### c. On Site Vehicle Storage

- i. For use in storing, refurbishing and restoring vehicles, a property owner may keep on his or her property a number of vehicles in conformance with the nuisance section of these regulations.
- ii. The outside, unscreened storage or keeping of four or more inoperable and/or unregistered vehicles, except as permitted, is considered a nuisance.
- iii. The storing, refurbishment, and restoration of vehicles for others is considered a commercial operation, and all vehicles and equipment shall be located and screened with a minimum 6-foot-tall solid fence and located within the appropriate zoning district.

### d. Keeping Livestock on Property

Livestock shall be allowed on all lands in unincorporated Laramie County, if the following requirements are met:

- i. The maintenance of livestock is conducted in a humane manner.
- ii. The maintenance of livestock is conducted so as not to qualify as a nuisance as defined by these regulations.
- iii. The maintenance of livestock does not violate regulations concerning concentrated feeding operations.

### e. Temporary Use Permits

Temporary land use activities can be considered beneficial to the community. A temporary use permit of limited duration may be issued by the Planning Department in conformance with these regulations. The regulations require that temporary uses fit within an area to ensure detrimental effects are minimized. Every temporary use permit shall have a finite lifespan. This subsection regulates temporary uses in all zoning districts and helps to ensure that temporary uses do not create public health or safety issues.

#### i. Standard Requirements for Temporary Uses

- A. A pre-application meeting, application, plot plan and fee payment are required for all temporary use permits.



# LARAMIE COUNTY LAND USE REGULATIONS

- B. Shall be of a size to meet setbacks, be able to safely park expected customer vehicles, have space for any storage.
- C. Flashing lights are prohibited.
- D. Hours of operation shall be from 7am to 7pm daily.
- E. Signage is prohibited within the public right-of-way.
- F. Proposed parking shall be adequate for the use and not interfere with existing parking on the site.
- G. Water and sanitary facilities shall be located on the site and shall be approved by Laramie County Environmental Health Division. Written approval from the Director of Environmental Health Division is required if a waiver for both or either requirement is sought.
- H. Information features from the Laramie County Map Server may be used to create a plot plan for the proposed location. The plot plan shall be adequate to meet the purpose of the proposed temporary permit.

## ii. Exempt Temporary Uses

The following temporary uses are exempt from these regulations:

Yard or estate sales	Church events	School events	Government events
Temporary construction offices related to a development	Laydown/storage yard/stockpile area related to public and private construction	Temporary facility for construction materials	Corporate events

## iii. Workforce Accommodation Quarters

Workforce accommodation quarters are specific to projects in remote and challenging locations, or if there is not enough housing inventory to accommodate the labor force for a project as determined by the State of Wyoming Industrial Siting Council. Workforce accommodation quarters shall be approved by the County Commissioners for intensity and duration.

## iv. Unsafe Temporary Uses

If any temporary use becomes dangerous or unsafe, or presents a safety hazard to the public, the Planning Department may issue a violation to correct the matter and may revoke the permit.

## v. Temporary Uses Disallowed Within Any Zoning District

Any temporary use not scaled to the property size as it relates to resource and infrastructure is disallowed.



# LARAMIE COUNTY LAND USE REGULATIONS

## vi. Temporary Use Lifespan

A temporary use permit shall have a limited duration to ensure a lifespan. A temporary use permit may be issued for up to one hundred twenty (120) days. This applies to all applications. A site is eligible for one (1) temporary use permit per calendar year, including those proposed to be active from one calendar year to the next.

## vii. Enforcement and Appeals of Temporary Use Decisions

- A. Violations of these standards shall be investigated by the Planning and Development Department. If it is determined that a temporary use violates these provisions, the temporary use shall cease operating. The Planning Director may grant twenty-four (24) hours to remedy the violation. If the violation ceases, the temporary use permit may resume for the duration. If the violation continues the temporary use permit shall be revoked.
- B. Appeals from the decision of the Planning Department shall follow the Administrative Appeals process in Section 1-5-102 of these regulations.

## viii. Exclusivity and Limitations

Approval of a temporary use permit does not exempt the applicant or use from complying with the applicable requirements of Building, Public Works, Wyoming Department of Transportation (WYDOT), Laramie County Environmental Health Division, or any other applicable requirement.

## f. Mobile Dwelling Unit and Recreational Vehicles as Dwelling or Living Quarters

### i. Temporary Residence During Construction in LU Zoning District

Mobile dwelling units, as defined in these regulations, may be used as a temporary residence for a period of up to eighteen (18) months during construction of a residence on the same site for which the County Planning and Development office has issued a building permit. The use must be approved by the Planning and Development Director and Laramie County Environmental Health Division at the time a building permit is applied for.

### ii. Permanent Residence in LU Zoning District

Mobile dwelling units, as defined in these regulations, may be used as a permanent residence in the LU zoning district. The use shall obtain zoning permit approval, and the approval of Laramie County Environmental Health Division. See 2-3-103 for standards.

### iii. Temporary Living Quarters in URLD, URMD, URHD, MU and PUD Zoning Districts

The use of a mobile dwelling unit shall be prohibited in these districts.

#### 1) Temporary Accessory Living Quarters in the LU

- a) Accessory Living Quarters shall be allowed upon approval by the Environmental Health Department with permit renewal required every three (3) years.



# LARAMIE COUNTY LAND USE REGULATIONS

## g. Temporary Campgrounds

A temporary campground is a commercial land use activity allowed for up to fourteen (14) consecutive calendar days. A temporary campground shall obtain a Temporary Use Permit.

Standards include:

- i. It shall be a dry campground.
- ii. It shall meet the 2009 Laramie County - Cheyenne Public Health Campground Regulations.
- iii. Shall have potable water supply.
- iv. Shall have pumper or portable sanitary facilities.
- v. Shall have on-site solid waste containers.
- vi. Shall be approved by Laramie County Environmental Health Division prior to approval by the Planning and Development Department.

A temporary campground of any size which is five (5) days or less in existence is exempt from these regulations.

## h. Permanent Campgrounds

A permanent campground is a commercial land use activity which provides one (1) or more recreational vehicle (RV), or motorhome parking spaces for rent with on-site electric, water and sanitary sewer service hookups. Manufactured homes of any type are not allowed with a permanent campground. All RVs or motorhomes shall be connected to the on-site water, sanitary sewer and electrical hookups.

Standards include:

- i. It is a Class C Conditional Use.
- ii. Minimum lot size is six (6) acres.
- iii. The property lines of the permanent campground shall be a minimum of five hundred (500) feet from any residential structure, except the owner.
- iv. Each space shall have a hookup for electric, water and sanitary sewer.
- v. Shall be located upon and have access to a road which is owned and maintained by Laramie County or the State of Wyoming.
- vi. Each space shall be a minimum of twenty-five (25) feet wide by sixty-five (65) feet long to provide for locating the RV, onsite parking of vehicle(s), storage, and outdoor living space.
- vii. Each space is to have a gravel or crushed rock parking pad, be signed, and have easy in-out capability.
- viii. Interior roads shall accommodate fire equipment through its construction, width and turn arounds.
- ix. There shall be an area enclosed by a solid six-foot high wooden fence for a trash disposal container.
- x. Landscaping is required along all boundary lines for a minimum width of fifteen (15) feet.



# LARAMIE COUNTY LAND USE REGULATIONS

- xi. The water service is to be appropriately licensed through the State of Wyoming State Engineer's Office with a community water well to be regulated by Wyoming DEQ, the US Environmental Protection Agency or Laramie County Environmental Health Division.
- xii. The sanitary sewer service shall be approved by Laramie County Environmental Health Division.

## i. Home Occupations

A home occupation is a business activity carried out at home. The activity shall be subordinate to residential use, and shall uphold the character and livability of the neighborhood or area. These regulations recognize there are many types of businesses that can be carried out at home with little to no effect on the surrounding area.

### i. Standard Requirements for All Home Occupations

- A. A pre-application meeting with Laramie County Planning staff is required.
- B. Home occupations shall comply with all applicable and specific zoning district regulations.
- C. No home occupation shall have a heavy industrial use as provided by definition in the Laramie County Land Use Regulations.
- D. Multiple home occupations are allowed per dwelling unit.
- E. Up to 49% of the floor space of the dwelling and/or accessory structure may be used for combined home occupation use.
- F. Home occupations within urban zone districts are allowed one (1) nonresident employee.
- G. Home occupations in the Land Use zone district are allowed up to three (3) nonresident employees.
- H. Outdoor storage and signage are prohibited.
- I. An application provided by the Planning Department shall be submitted by the applicant.
- J. A simple plot plan shall be provided as part of the application to the Planning Department.
- K. The home occupation operator is responsible for complying with all other state, local and federal requirements that may affect the home occupation.

### ii. Prohibited Home Occupations

The following list of uses are not allowed as a home occupation in any residential zoning district as well as the LU – Land Use Zoning District:

- A. Any use that must be approved by the Board of Commissioners.
- B. Any commercial use which requires a site plan.



# LARAMIE COUNTY LAND USE REGULATIONS

- iii. **Home Occupation Standards Which Apply To URLD, URMD, URHD, MU and PUD Zoning Districts**
  - A. The home occupation shall be a secondary use of the residence and shall be compatible with and not harmful to the surrounding area.
  - B. Up to 49% of the dwelling and/or any accessory structure may be used for the home occupation.
  - C. No outdoor storage of any type, including equipment and items for sale, shall be permitted.
  - D. One (1) nonresident employee is allowed.
  - E. No industrial use as defined by the Laramie County Land Use Regulations.
  - F. Sales: E-commerce, mail order or by phone.
  - G. Sales: In person sales – one person at a time by appointment only.
- iv. **Home Occupation Standards Which Apply to the LU Zoning District**
  - A. The home occupation shall be a secondary use of the residence and shall be compatible with the surrounding area.
  - B. Up to forty-nine (49) percent of the dwelling and accessory structure may be used for the home occupation.
  - C. Outdoor storage may be permitted with approval by the Planning Department.
  - D. Three (3) nonresident employees are allowed.
  - E. Sales: E-commerce, mail order or by phone.
  - F. Sales: In person sales – one person at a time by appointment only.
  - G. No heavy industrial use as defined by Laramie County Land Use Regulations.
- j. **Small Wind and Solar Energy Systems Serving Individual Property**
  - i. Small wind and/or solar system energy systems shall be an accessory use on all properties. A building permit with zoning approval shall be required for either type situated on a parcel of land.
  - ii. A small wind energy system shall be setback from all property lines at a distance equal to the height of the tallest structure, or the required setback distance for the zone district, whichever is greater.

## 3-1-104 PROPERTY USE INFRASTRUCTURE – WATER AND SANITATION SYSTEM STANDARDS

### a. Property with Central Water and Sewer

Property located within the South Cheyenne Water and Sewer District, or any district which provides either centralized water and sewer, or water, or sewer only, shall use those services. A septic tank system and/or well shall not be permitted on the property for any use unless specifically authorized by the South Cheyenne Water and Sewer District, or any district which provides water and/or sewer services to the public.



# LARAMIE COUNTY LAND USE REGULATIONS

## b. Sanitary Septic Systems for Residential Use

See Laramie County Environmental Health Division Regulations. Residential septic rules promulgated by the Environmental Health Division of the Cheyenne Laramie County Public Health Department are hereby incorporated into these rules by reference.

## c. Sanitary Systems for Commercial Uses

See Laramie County Environmental Health Division Regulations or South Cheyenne Water and Sewer District requirements. Commercial septic rules promulgated by the Environmental Health Division of the Cheyenne Laramie County Public Health Department are hereby incorporated into these rules by reference.

## d. Individual Water Well Permit for Residential Use

See Wyoming State Engineer Requirements.

## e. Community Well Requirements

See Wyoming State Engineer, Wyoming DEQ., and U.S. EPA Requirements.

## 3-1-105 LAND PREPARATION PERMITS FOR CONSTRUCTION

### a. Grading Permit

See Title 5, Chapter 3

### b. Floodplain Development Permit

See Title 5, Chapter 4

## 3-1-106 BUILDING PERMIT AND ZONING APPROVAL, PLOT PLANS, SIMPLE SITEPLANS, AND CONCEPT PLANS

### a. Building Permits

See Requirements, Enforcement and Violations: Sections 1-2-100.

### b. Zoning Permits

See Requirements, Enforcement and Violations: Sections 1-2-100 through 1-2-102.

### c. Concept Plans for Conditional Uses

The concept plan may be used with conditional use applications. There are two components.

#### i. Narrative

- A. The goal or purpose of the project, how it is accomplished.
- B. The major milestones with a timeline.
- C. The long-term land use management of the project once completed, including required conditions of the conditional use permit if known.





# LARAMIE COUNTY LAND USE REGULATIONS

## ii. Concept Plan Map

- A. Project name, owner and consultant.
- B. Site layout showing boundaries and north arrow.
- C. Identify land uses within public notice area.
- D. Location of all structures.
- E. Ingress and egress locations.
- F. Adjacent roadways serving the site.
- G. Landscaping and any required buffer areas.
- H. Any site feature essential to or impacting the operation of the project.

## 3-1-107 ACCESSORY USES AND STRUCTURES

### a. Accessory Uses

An accessory use supports the principal use of the property. It provides convenience, efficiency, and is of practical value. An accessory use established shall be permissible in its zone district and shall be subordinate in its extent and purpose to the principal use. Accessory uses shall be located on the same tract of land or lot as the principal use and shall be under the same ownership.

### b. Fencing Standards

- i. No fence shall be placed within a recorded, dedicated, or granted right-of-way or easement.
- ii. Fencing located within a drainage easement shall be constructed to allow water to freely pass through.
- iii. The maximum fence height along a street frontage shall be four (4) feet, or seven (7) feet if it meets the required front setback.
- iv. The maximum fence height within side and rear yards shall be seven (7) feet for all residential uses, and ten (10) feet for commercial uses unless otherwise provided for.
- v. Fences shall not be constructed within the sight distance triangle.
- vi. No fence shall be constructed which hinders or obstructs access to any fire hydrant, or which encroaches within a radius of three (3) feet from any fire hydrant.
- vii. Fences may be constructed above seven (7) feet for recreational uses, including tennis courts, volleyball courts, swimming pools, golf driving ranges, goals and back stops and similar uses. These fences shall conform to all other setbacks of the district in which the fence is located and shall require a building permit.
- viii. Fencing for agricultural purposes is exempt from these regulations.
- ix. Any fence constructed that exceeds the maximum heights in (iv) of this subsection and is not exempted as recreational in (vii) of this subsection shall not be considered a fence under this regulation and instead shall be considered a structure that requires a building permit. Such permit shall meet setbacks and any other normal requirements of building permits.





# LARAMIE COUNTY LAND USE REGULATIONS

Wyoming Statute 18-5-319 requires compliant fencing when property is subdivided with certain circumstances in place.

## c. Accessory Structures – Size and Permitting

Accessory structures, less than 200 square feet with neither electric nor plumbing service, are exempt from building permits. Any accessory structure greater than 200 square feet is required to obtain a building permit.

## d. Accessory Structures – Portable

An accessory structure which is portable or mounted on skids that is less than 200 square feet with neither electric nor plumbing service shall be exempt from building permits. Any portable accessory structure greater than 200 square feet is required to obtain a building permit.

## e. Accessory Dwelling Unit (ADU)

An accessory dwelling unit is a permitted use within the URLD, URMD, URHD, MU, and the LU zoning districts with requirements that shall be met. Should an applicant desire to first build a multi-use structure on a vacant tract which contains a dwelling unit, then that structure shall be considered the principal dwelling.

Standards include:

- i. Shall be no larger in floor area than one-half of the principal dwelling or 1,200 square feet in all Zoning Districts.
- ii. The property owner of record shall be the occupant of the primary residence.
- iii. May be the same size as the principal dwelling in the LU Zoning District.
- iv. May be a new structure, or a portion of it.
- v. May be an addition to existing principal dwelling.
- vi. Shall meet setbacks, parking and maximum lot coverage requirements.
- vii. Shall be connected to the South Cheyenne Water and Sewer District for water and sewer service in the URLD, URMD, URHD and MU zoning districts.
- viii. Shall receive a septic permit from Laramie County Environmental Health Division when located within the LU zoning district and receive necessary approvals concerning the use of a well.
- ix. Under no circumstance, when located within the LU zoning district, shall an ADU be permitted on property with less than a minimum lot size of two (2) times the minimum size dictated by the AMEC Memo.
- x. May have a separate address.
- xi. Shall be situated on the same lot as the principal dwelling.
- xii. Prior approval by the South Cheyenne Water and Sewer District or Laramie County Environmental Health Division is required before any building permit is issued.
- xiii. Shall follow the requirements of the Wyoming State Engineers Office or the South Cheyenne Water for water supply, as applicable.



# LARAMIE COUNTY LAND USE REGULATIONS

## 3-1-108 CHILDCARE STANDARDS

### a. Childcare Home – Class A, Standards Up to 10 Children and Childcare Home Center – Class B, Standards 11 to 15 Children

A childcare home provides care from one (1) to ten (10) children within a dwelling and is known as Class A. A family childcare home center provides care for eleven (11) to fifteen (15) children within a dwelling. Both receive administrative approval. Both are a permitted use in the LU, URLD, URMD, URHD, MU and PUD zoning districts subject to the following requirements and standards:

Requirement	Class A - Up to 10 Children	Class B - 11 to 15 Children
Pre-Application Meeting	Yes	Yes
Application	Yes	Yes
Parcel Viewer Plot Plan	Yes	Yes
Laramie County Environmental Health Division Approval	Yes	Yes
Fire Inspection	Yes	Yes
WY DFS Approval	Yes	Yes
Planning Approval	Yes	Yes
Neighbor Notice Letter	Yes	Yes
Property Posting	Yes	Yes
75 sq. ft. outdoor open space per child enclosed by 6 ft. high solid wood fencing	Yes	Yes

### b. Childcare Center – Class C, 16 To 29 Children and Childcare Center Class D, 30 Children or More

The threshold for a childcare center is to provide care for sixteen (16) or more children. A childcare center is allowed only within a commercial building. Requirements and standards which are shown in the following table apply to Class C and Class D childcare centers:

Requirement	Permitted Use	Conditional Use
Zoning District	CB, NB, PUD, and MU	Class B Conditional Use in: LU, URHD, URMD
Pre-Application Meeting	Yes	Yes
Application	Yes	Yes
Site Plan Required	Yes	Yes
Public Notice Requirements	Yes	Yes



## LARAMIE COUNTY LAND USE REGULATIONS

Public Hearing with County Commissioners for site plan	Dependent upon impacts to area. Otherwise, administrative approval.	
Public Hearing with Planning Commission for conditional use and accompanying site plan		Yes
75 sq. ft. outdoor open space per child enclosed by 6 ft. high solid fencing	Yes	Yes
Employee parking and drop-off area required	Yes	Yes
Landscaping requirements	Yes	Yes



# LARAMIE COUNTY LAND USE REGULATIONS

## 3-1-109 PROCESS AND REVIEW STANDARDS FOR ALL COMMERCIAL PROJECTS

### a. General

The table which follows provides general guidance. Specific details follow:

Types →	New Site Plan	Revised Site Plan
Requirements ↓		
Shall meet all Laramie County Land Use Regulations, and all other local and state requirements	Yes	Yes
Pre-application meeting	Yes	Yes
Complete application submittal	Complete application, pre-application meeting notes, required studies, initial fee payment. See subsection "c" below.	Complete application, pre-application meeting notes, required studies, initial fee payment. See subsection "c" below.
Plan elements to include by type	Yes	Yes
Legal Notice in newspaper	Only when approved by County Commissioners	No
Public Notice – property posting	Yes	Yes
Public notice – letter to area property owners	Yes	Yes
Public Hearing requirement	Only when approved by County Commissioners	No
Review and Decision	May be administrative or by County Commissioners	Administrative



# LARAMIE COUNTY LAND USE REGULATIONS

	dependent upon impact	
Certificate of Review Required	Yes	Yes
Certificate of Compliance required	Yes	Yes

## b. Pre-Application Meeting Requirement – New Site Plan and Revised Site Plan

Requirements include:

- i. The purpose of the Pre-Application meeting is to discuss a particular project and provide appropriate guidance to the applicant.
- ii. A Pre-Application meeting shall be required for any development actions requiring public notice. The Planning Director shall have the discretion to require a Pre-Application meeting when guidance on any project may be useful to the applicant.
- iii. The applicant or an agent of the applicant may attend a Pre-Application meeting either in person, over the phone, or virtually.
- iv. An applicant shall use the generated Pre-Application meeting notes as part of a development action application. The notes shall be furnished by the Planning and Development Department.

## c. Complete Application Package for New Site Plan and Revised Site Plan

A new site plan and revised site plan application package consists of:

- i. the application signed by landowner, or evidence of the landowner's consent;
- ii. copy of pre-application meeting notes;
- iii. narrative;
- iv. site plan;
- v. traffic study (if applicable);
- vi. final drainage report (if applicable);
- vii. landscape plan (if applicable);
- viii. any information determined by these regulations, or the Planning Director as a necessity to address current conditions and possible impacts; and
- ix. initial fee payment.
- x. The application package shall be complete in order to process it as a development action.

## d. Site Plan – Types and Standards

There are two types of site plans: new site plan and revised site plan and each has a particular review/approval process.



# LARAMIE COUNTY LAND USE REGULATIONS

## e. New Site Plan

A new site plan shall be required for the following uses:

- i. New commercial, industrial, public, planned unit development, mixed use development.
- ii. Residential multi-family development including duplex, triplex and town home development.
- iii. When a vacant structure is to be reused with demonstratable impacts upon the community.
- iv. For commercial, industrial, public and residential multi-family development. Impacts include traffic, access, drainage, parking, and buffering.
- v. All conditional uses.

## f. General Requirements for New Site Plans

- i. A pre-application meeting is required.
- ii. A complete site plan submittal includes application, fees, site plan, and required supporting documents. A review of the proposal begins when there is a complete application and when the property is posted.
- iii. The review of the site plan is managed by the Planning Staff.
- iv. Public notice requirements for administrative approval include property posting and letters to property owners in the area.
- v. For site plans to be approved by the County Commissioners legal notice for a public hearing, property posting and a letter to property owners in the area is required.
- vi. A new site plan may be approved by Planning and Building staff. The Planning Director may require that a site plan be approved by the County Commissioners if the proposed use will significantly impact the surrounding properties and area.
- vii. Site plan approval is provided by a Certificate of Review. A Certificate of Review shall be provided prior to any building permit being issued.
- viii. A full set of complete civil engineering design plans shall be issued with the site plan application, or it may be submitted separately after the site plan has been conditionally approved. However, the civil engineering plans shall be reviewed and approved by the County prior to a Certificate of Review being issued. These plans shall meet standard engineering practice and consist of a title page, notes as necessary, detailed grading plan (showing existing and proposed contours, proposed drainage arrows with slopes, spot elevations as needed, etc.), plan and profiles for any proposed water, sanitary sewer, or storm sewer, details for outlet structures of any detention ponds, plan and profiles for any roadways, paving/concrete details, and other details as necessary.
- ix. Prior to the Certificate of Review being issued, a letter of certification by a Wyoming licensed Engineer or Surveyor needs to be submitted to the County certifying the grading and all drainage improvements were completed in accordance with the approved plans. In addition, the letter shall also certify that the constructed volume for the detention/retention pond (if one was required) meets or exceeds the volume required per



# LARAMIE COUNTY LAND USE REGULATIONS

the approved Final Drainage Report and the as-constructed volume along with the design volume shall be included in the letter for comparison.

- x. A Certificate of Compliance for the site plan is required prior to obtaining a Certificate of Occupancy (building permit) to ensure the site plan outcome was built as proposed.

## g. New Site Plan Elements

- i. Title Block with project name, address, scale used, north arrow and date of preparation.
- ii. Vicinity Map.
- iii. Legal description and site address.
- iv. Current Zoning of the site.
- v. Surrounding and adjacent land uses and zoning.
- vi. Properties across a right-of-way of 120 feet or less and 300 feet or less in the case of an Interstate Highway.
- vii. Names of property owners who share a common lot line with the site.
- viii. Names of all adjacent streets and any streets included within the site plan area. Right-of-way widths, pavement widths from curb to curb, or shoulder to shoulder and any easements pertinent to the site shall be shown.
- ix. Locations and dimensions of proposed and existing access points. Indicate existing access to be closed.
- x. Overall site dimensions.
- xi. Location and dimensions of existing or proposed outdoor storage/display areas, including all items and equipment for immediate sale or lease including, but not limited to, vehicle sales, garden and seasonal items, farm supplies, lumber, etc.
- xii. Location and width of existing and proposed sidewalks. Note which existing sidewalks are to remain.
- xiii. Dimension, height and setbacks of existing building(s) if they are to remain on site.
- xiv. Dimension, height and setbacks of proposed building(s).
- xv. Location of nearest fire hydrant(s), if applicable.
- xvi. Location and type of trash containment proposed.
- xvii. Types of existing and proposed ground surfacing/covering.
- xviii. Number of parking spaces, parking layout with dimensions, and method of marking parking spaces.
- xix. Existing and proposed drainage arrows and contour lines.
- xx. Drainage arrows showing where offsite drainage enters the site, how drainage is directed through the site, and where drainage leaves the site.
- xxi. Depictions of where drainage enters and leaves the site.
- xxii. Proposed screening by type and height, if applicable.
- xxiii. Proposed buffering.
- xxiv. Depictions of driveway approaches, speed change lanes, utility poles, signs, sidewalks, and/or other structures or features within the right-of-way for a distance of one hundred (100) feet from either side of the site's boundaries.



# LARAMIE COUNTY LAND USE REGULATIONS

- xxv. A legend that defines all the various symbols, line types, shading/hatching, etc. used in the drawing.
- xxvi. If the site plan requires detention/retention, there shall be a drainage easement established and recorded for the area encompassing the detention or retention pond. This easement shall be shown on the site plan drawing.
- xxvii. Site distance triangles shall be shown on the site plan if there are any vertical landscape items (i.e., trees, bushes, etc.) near any of the accesses.

## h. Revised Site Plans – When Required

A revised site plan shall be required when there is an addition or change to an existing site plan which affects its operation through new structures, roads, or drainage.

### i. General Requirements for Revised Site Plans

- i. A pre-application meeting shall be required.
- ii. A complete site plan submittal includes application, fees, plot plan, and required supporting documents. Review of the proposal begins when there is a complete application and with property posted.
- iii. Review of the revised site plan is managed by the Planning Staff.
- iv. Public notice requirements include property posting and letters to property owners in the area.
- v. If the original site plan was approved by the County Commissioners legal notice of administrative review and approval, property posting, and letters to property owners in the area are required.
- vi. The revised site plan may be approved by Planning Staff.
- vii. The revised site plan approval is provided by a Certificate of Review. A Certificate of Review shall be given prior to any building permit being issued.
- viii. A Certificate of Compliance is required to be given prior to issuing a Certificate of Occupancy (building permit).

### j. Revised Site Plan Application Package

A revised site plan application package consists of:

- i. application signed by landowner or evidence of landowner's consent;
- ii. copy of pre-application meeting notes;
- iii. narrative;
- iv. plot plan;
- v. any information determined by the Planning Director as a necessity to address current conditions and possible impacts; and
- vi. initial fee payment.

The Planning Director may waive any submittal requirements for a revised site plan based on reasonable analysis of proposed impacts to the site as determined at the pre-application meeting.





# LARAMIE COUNTY LAND USE REGULATIONS

## k. Revised Site Plan Components

- i. Narrative explaining the revision and any supporting documentation.
- ii. The area affected by the revision is shown on a plan derived from the original approval.
- iii. Title Block to include address/legal description/date of drawing/firm name and contact information.
- iv. North Arrow.
- v. Scale of drawing (architectural or engineering scale).
- vi. Accurate location/description of property corners/property lines
- vii. Location of all recorded easements on the property.
- viii. Location of existing and proposed buildings and building height.
- ix. Distance between all property lines to existing and proposed buildings.
- x. Distance between proposed building and existing buildings.
- xi. Distance to any mapped floodplain located on the property (if applicable).
- xii. Identify the street or county/state road being accessed from.
- xiii. Show access/ingress points.
- xiv. Location of driveway, width and distance from nearest property line.
- xv. Show contour lines with drainage pattern.

## d. Simple Site Plans

A simple site plan uses the Laramie County Map Server to provide information.

Elements include:

- i. Boundary of the plan
- ii. All structures, existing and proposed
- iii. Access points to site
- iv. Interior roadways serving site, if applicable
- v. Elevation contours (with FEMA special flood hazard areas, if applicable)
- vi. Parking locations
- vii. Landscaping, if applicable
- viii. Any other appropriate information for the project that can be obtained from the County Parcel Viewer.

## I. General Requirements for Simple Site Plans

- xi. A pre-application meeting is required.
- xii. A complete site plan submittal includes application, fees, site plan, and required supporting documents. A review of the proposal begins when there is a complete application and when the property is posted.
- xiii. The review of the site plan is managed by the Planning Staff.
- xiv. Public notice requirements for administrative approval include property posting and letters to property owners in the area.
- xv. For site plans to be approved by the County Commissioners legal notice for a public hearing, property posting and a letter to property owners in the area is required.



# LARAMIE COUNTY LAND USE REGULATIONS

- xvi. A new site plan may be approved by Planning and Building staff. The Planning Director may require that a site plan be approved by the County Commissioners if the proposed use will significantly impact the surrounding properties and area.
- xvii. Site plan approval is provided by a Certificate of Review. A Certificate of Review shall be provided prior to any building permit being issued.

A Certificate of Compliance for the site plan is required prior to obtaining a Certificate of Occupancy (building permit) to ensure the site plan outcome was built as proposed

## m. Certificates of Review

The issuance of a Certificate of Review for a Site Plan shall indicate that the plans meet all the requirements of Laramie County and that the site is eligible for building permits. The issuance of a Certificate of Review shall precede any application for building permits.

## n. Certificates of Compliance

The issuance of Certificate of Compliance for a Site Plan shall indicate that the site plan intention and all elements have been constructed in accordance with the Certificate of Review. This includes the Landscape Plan when required. A Certificate of Compliance acknowledging the site has been constructed according to the site plan associated with the Certificate of Review shall precede the issuance of a Certificate of Occupancy for any structures on the site.

## o. Temporary Certificates of Compliance

A Temporary Certificate of Compliance may be issued if there are remaining elements to be addressed by the site plan after inspection which do not impact public health and safety, as determined by the Planning Director. It may be valid for up to ninety (90) days or until weather patterns allow for the installation of landscape improvements. If there are any life, health, or safety issues on the site, as determined by the inspection, then no Temporary Certificate of Compliance shall be issued under any circumstance. A Temporary Certificate of Compliance precedes the issuance of any Temporary Certificate of Occupancy.

## p. Landscape Plans

A landscape plan shall be required for all new site plans and conditional use site plans, except for unmanned facilities, or as otherwise stipulated by these regulations.

The requirements for a landscape plan are built around the historical low amount of moisture Laramie County receives, and its cold winters. Laramie County seeks sustainable landscape plans for the long term based on climate history.

There are three (3) Landscape Plan Types:

- i. Central Water: where central water system serves the site.
- ii. Conservation: where no central water system serves the site.



# LARAMIE COUNTY LAND USE REGULATIONS

- iii. Native Species: where central water system may or may not serve the site.

## q. Options – Landscape Plan Types

The following options are available for landscape plan types:

Location →	Central Water Serves Site	Central Water Does Not Serve Site
Landscape Plan Types ↓		
Central Water	Yes	No
Native Species	Yes	Yes
Conservation	No	Yes

## r. Resources for Landscape Plans

The preparation of a landscape plan may incorporate the following resources:

- Planting list from Laramie County Planning and Development.
- Planting list from Laramie County Conservation District.
- “Rangeland Plants – Wyoming Tough” from University of Wyoming Extension Service.
- “Plants with Altitude” from University of Wyoming Biodiversity Institute.
- “Conservation Trees and Shrubs for Wyoming” by USDA, available through University of Wyoming Extension Service.
- Landscaping: “Recommended Shrubs for Wyoming”, from University of Wyoming Extension Service.
- Any other material which the Planning Director determines provides sufficient information related to sustainable landscaping in cold winter, low moisture climates.

## s. Landscape Plan General Requirements – For All Types

- A landscape plan may be prepared by a Wyoming design professional who has working knowledge for sustainable landscape projects: how to design, build and maintain for the long term.
- Landscaping may be phased to match construction phases. This action may impact a certificate of compliance and a certificate of occupancy.
- There shall be no display of merchandise or storage within a landscape area fronting a street or road.
- An installed landscape plan under these regulations is required to be maintained and is subject to enforcement actions.
- A property which lacks adequate space for landscaping due to setback requirements or other practical reasons may initiate a written request to Planning and Development outlining the rationale for an exemption. The Planning Director may grant an



# LARAMIE COUNTY LAND USE REGULATIONS

administrative exemption based upon the rationale presented, or direct that an alternative landscape plan be prepared.

- vi. An alternative landscape plan may be provided if the applicant demonstrates that the plan is:
  - A. well integrated with surrounding land uses;
  - B. meets or exceeds the requirements of these regulations; or
  - C. that the regulations as written would not allow reasonable use of the property.

An alternative landscape plan proposal may be provided to Planning and Development as part of a site plan application package. The Planning Director may approve the alternative proposal based upon the written rationale presented by the applicant.

- vii. Buffering and screening techniques may be required dependent upon location and may increase setback requirements.

## t. Elements for All Landscape Plans

- i. Appropriate contact information for developer, owner and person preparing plan.
- ii. Scale with north arrow.
- iii. All necessary project data required for informed decision-making.
- iv. All plant material is to be identified and shown at mature size.
- v. Legend for all plant material.
- vi. Location of irrigation systems.
- vii. Any storm management features.
- viii. Any proposed site amenities.
- ix. Calculations as necessary.

## u. Central Water Landscape Plan

A Central Water Landscape Plan shall only be used and situated on a site served by a central water system. It uses adaptive species.

## v. Native Species Landscape Plan

A Native Species Plan may be used and situated on a site which is served by central water or may not be served by central water. It uses species native to the western United States with plantings that will grow and thrive in the Laramie County climate.

## w. Requirements for Central Water Landscape Plan and Native Species Landscape Plan

- i. The required landscaped area is the land in square footage which remains after maximum lot coverage.
- ii. Maximum lot coverage is shown by the following table. Landscaping by a conditional use may increase the required landscape area (exceptions after table):



# LARAMIE COUNTY LAND USE REGULATIONS

<b>Specific Zoning District</b>	<b>Maximum Lot Coverage for Residential Use as Percentage</b>	<b>Maximum Lot coverage for Commercial Use as a Percentage</b>
URLD	40	40
URMD	50	50
URHD	55	55
LU	30	30
CB	85	85
NB	75	75
LI	85	85
HI	90	90
P	85	85
MUD	75	75
PUD	By resolution	By resolution

iii. The following exceptions apply:

- A. A development consisting of the following residential structure types shall have a minimum of twenty percent (20%) of the project area as the required landscape area. The types are duplex, triplex, multi-family structure, or townhouse, to be constructed as a single type or a combination of types.
- B. Areas set aside for a centralized Americans with Disabilities Act (ADA) compliant play area, playground or community gathering area count toward the twenty percent (20%) required landscape area.
- C. A Planned Unit Development required landscape area is capped at fifteen percent (15%).
- D. A mixed commercial/residential development required landscape area is capped at ten percent (10%); either stand alone or as a Planned Unit Development.

x. **Trees, Shrubs and Ground Cover – At time of planting**

- i. Adaptive species shall be used.
- ii. A mix of coniferous and deciduous trees shall be used:
  - A. A minimum of twenty-five percent (25%) of frontage trees shall be coniferous.
  - B. A minimum of twenty-five percent (25%) of internal trees shall be coniferous.
  - C. Deciduous trees shall be at least five (5) gallons in size and one (1.0) inch caliper.
  - D. Coniferous trees shall be a minimum of six (6) feet tall.
- iii. Larger trees by caliper may be planted.
- iv. Cottonwood (*Populus deltoides*) and Aspen (*Populus tremuloides*) trees shall be allowed only in addition to required trees.



## LARAMIE COUNTY LAND USE REGULATIONS

- v. Trees or shrubs may be grouped or clustered to aid in overall growth and health, provided that their placement does not cause drifting snow in roadways or duly interfere with parking.
- vi. Frontage trees shall be placed between the building and the road right-of-way, but not more than fifty (50) feet from the property line adjacent to the road right-of-way. Shrubs and ground cover are also allowed along the frontage area.
- vii. Trees, shrubs or ground cover may be placed anywhere in the internal landscape area, provided that they do not interfere with any drainage, utilities, emergency access, existing or proposed easements, or the ability to safely park a vehicle.
- viii. Plantings along the property frontage shall not interfere with visibility at access/ingress driveways.
- ix. New shrubs planted are to be a minimum of two (2) feet tall.
- x. Planting Guide for trees, shrubs and ground cover for Central Water Landscape Plan and Native Species Landscape Plan:



# LARAMIE COUNTY LAND USE REGULATIONS

Tree Type		Quantity	Point Value
Existing mature tree		1	3
New Deciduous: < 30-foot mature canopy: Minimum caliper 1.0"		1	2
New Deciduous: > 30-foot mature canopy: Minimum caliper 1.0"		1	1
New Ornamental > 30-foot mature canopy: Minimum caliper 1.0" New		1	2
Ornamental < 30-foot mature canopy: Minimum caliper 1.0"		1	1
New Evergreen at time of planting:			
8 ft. height		1	3
6 ft. height		1	2
Shrub Type		Quantity	Point Value
Existing		1	3
New Deciduous - Minimum of 2-gallon container		1	2
New Evergreen - Minimum of 2-gallon container		1	2
Ground Cover	Quantity	Point Value	
Kentucky Bluegrass Sod	Per 500 square feet	.25	
Seeded: Dryland, Riparian, Native Species	Per 500 square feet	.75	
Ornamental Grasses – 1 Gallon Container	1	1	
Ornamental Grasses – Native to western United States – 1 Gallon Container	1	2	
Ornamental Grasses meeting most current USDA hardiness zone planting zone for Laramie County – 1 gallon container	1	3	
Picnic table or park bench	1	2	
Designated permeable pathway	Per 100 square feet	3	
Drainage basin	Entire square footage of drainage basin	Subtracted from required landscape area and plantings count toward necessary approval points	
Required buffer area meeting all requirements	Entire square footage of required buffer area	Subtracted from required landscape	



# LARAMIE COUNTY LAND USE REGULATIONS

		area and plantings count toward necessary approval points
--	--	--

## y. Approval Points Requirements: Central Water Landscape Plan and Native Species Landscape

### i. Central Water Landscape Plan Approval Points:

Square Footage to be Landscaped	Points Needed for Approval
Up to 10,000 square feet	80
10,001 to 20,000	120
20,001 to 49,999	240
50,000 or greater	400

### ii. Native Species Landscape Plan Approval Points:

Square Footage to be Landscaped	Points Needed for Approval
Up to 10,000 square feet	60
10,001 to 20,000	80
20,001 to 49,999	180
50,000 or greater	300

## z. Conservation Landscape Plan

A Conservation Landscape Plan provides wind rows of trees and plants. It is utilized by the Laramie County Soil Conservation District throughout Laramie County. The focus of the plan is to use as little water as possible for the long term. It is meant to be used in areas where there is no central water system.

The following requirements apply to a Conservation Landscape Plan:

- The landscape plan is one prepared by the Laramie County Conservation District or by others using the Conservation District Guidelines.
- The landscape plan is focused upon providing windbreaks through plantings of trees and other material.

### aa. Buffering Standards

Buffering is generally required unless otherwise specified by these regulations. When a more intense land use is to be adjacent to a less intense land use, or zoning district, a buffer shall be required. Buffering methodology counts toward necessary approval points. The methodology acts as a cushion to mitigate impacts the more intense land use may have on the adjacent less intensely used, or zoned property.





# LARAMIE COUNTY LAND USE REGULATIONS

- i. Buffering includes yard width and materials installed within the buffer area. A buffer area may increase setback requirements, dependent upon the specific zoning district standards.
- ii. The buffer area shall be a minimum of fifteen (15) feet wide in all zoning districts.
- iii. Evergreen trees or shrubs planted shall be capable of thriving in the Laramie County climate.
- iv. A buffer area consists of one of the following:
  - A. A six (6) foot tall solid privacy fence: wood plank, concrete, block or brick.
  - B. A six (6) foot high earthen berm with ground cover capable of keeping the berm intact.
  - C. A berm and solid fence at least six (6) feet tall.
  - D. One (1) evergreen tree every ten (10) feet the length of the buffer yard, at least six (6) feet tall at time of planting.
  - E. One evergreen shrub every six (6) feet the length of the buffer yard to be a minimum of six (6) tall at maturity and at least one (1) foot tall at time of planting.

## bb. Financial Guarantee Requirements

A financial guarantee may be required when landscaping is not completely installed at the time a Certificate of Compliance is requested. A financial guarantee equal to the cost of materials and labor shall be provided to Laramie County, and which is deemed acceptable by the Laramie County Attorney's Office, prior to a Certificate of Compliance being issued.

## cc. Parking Requirements

### i. General

- A. Land use and parking go hand in hand. Different land uses have different amounts, layout and circulation for parking and delivery services on a particular site. Laramie County aims for land use projects to include the parking amount and layout, which is appropriate, safe and efficient.
- B. Required ADA Standards for parking shall be met.
- C. Access from and egress to public roadways shall meet Laramie County Public Works requirements, City of Cheyenn requirements and/or Wyoming Department of Transportation requirements where applicable.
- D. Parking shall be located on private property, but not within a shared private access easement serving more than one property.
- E. All property having access to a County Road, City Road, or State Highway shall have parking located on site.
- F. Development projects shall consult with and use the latest ITE Parking Generation Manual Edition to determine an appropriate amount for parking and loading zones, and its safe layout.
- G. Where and when possible, development projects are encouraged to develop joint parking agreements for efficient land use and mutual benefits.



# LARAMIE COUNTY LAND USE REGULATIONS

- ii. **Single Family Residential Use: single family, duplex, triplex, manufactured home, accessory dwelling units, accessory living quarters.**
  - A. Parking shall not be located within a public right-of-way unless the roadway is designed for on-street parking and shall not be within a private access easement serving more than one property.
  - B. One parking space is required.
- iii. **Two or more residential units within the same structure**
  - A. At least 1.5 parking spaces are required per unit.
  - B. Americans with Disabilities Act (ADA) Parking Standards shall be met.
  - C. Parking shall be on private property and shall not be located within a public right-of-way unless the subject roadway is designed for on-street parking.
- iv. **Commercial Projects**
  - A. The development project engineer of record, if applicable, shall determine the amount of parking, loading areas, safe layout and configuration, and the means of ingress and egress by consulting and using the latest ITE Parking Generation Manual Edition.
  - B. Parking and loading areas shall have proper drainage.
  - C. Parking and loading areas shall have an all-weather surface of gravel, asphalt, concrete, crushed base or similar material.
  - D. Parking and loading areas shall be located with ingress and egress that minimizes traffic congestion.
  - E. Parking shall meet the required ADA parking standards.
  - F. Parking shall be on private property and shall not be located within a public right-of-way or shared access easement serving two properties or more.

## dd. Signs

### i. Purpose

These regulations encourage the effective use of signs, and to uphold the safety and general welfare of the Laramie County community.

### ii. Signs In Place

Signs that have been built and are in place at the time these regulations are adopted that are not compliant with these regulations shall be considered legal nonconforming structures and shall be allowed to be continued, subject to the rules on nonconforming structures.

### iii. General Provisions

- A. All signs require a building permit and zoning approval issued by Laramie County.
- B. There shall be no private signs within the right-of-way of any publicly dedicated roadway. Only regulatory traffic signs, traffic devices and street pole naming signs are allowed within the right-of-way meeting the current edition of the Manual for Uniform Traffic Control Devices (MUTCD), unless otherwise specified within these regulations.



## LARAMIE COUNTY LAND USE REGULATIONS

- C. Abandoned signs shall be removed within thirty (30) days after notification from Laramie County.
- D. Every sign shall be kept in good repair and not present a safety hazard. Should there be a safety hazard Laramie County may order the removal of the sign at the expense of the Owner.
- E. No sign shall violate the Sight Distance Triangle.

### iv. Exempt Signs

- A. Traffic control signs and street naming poles
- B. Historical markers
- C. Cornerstones
- D. Window signs
- E. Public notice signs
- F. Holiday decorations
- G. Flag of any nation or a political subdivision of it
- H. Murals which do not present obvious advertising for business on property
- I. Public art which does represent obvious advertising for the business on the property
- J. Religious symbols

### v. Temporary Signs

The following temporary signs are exempt from permitting. Unless otherwise noted, one (1) sign shall be allowed per property street frontage:

- A. Real estate signs may be posted during the time the property is advertised. It shall be removed within ten (10) days after execution of an agreement concerning the property.
- B. Temporary political signs as defined, provided such signs shall be removed within ten (10) days following such an election or referendum. Political signs erected for primary campaigns may remain in place between elections but must be removed within ten (10) days after the general election. There shall be no limitations on the number of signs posted provided that signs do not interfere with traffic or pedestrian safety or violate any other provision of this regulation. Signs shall not be within the sight distance triangle.
- C. Temporary signs erected in connection with property development, provided the sign is removed within ten (10) days after the last structure is occupied. The sign shall be no larger than one hundred (100) square feet.
- D. Temporary signs advertising special events of a commercial or non-commercial nature provided signs are non-illuminated and are displayed no longer than sixty (60) days.
- E. Temporary signs of contractors and artisans displayed during the period work is performed on the property, provided there is one (1) sign per contractor or artisan, and all signs are removed upon completion of the work.



# LARAMIE COUNTY LAND USE REGULATIONS

F. Temporary signs advertising the following, provided no signs exceed four (4) square feet:

1. Yard or garage sale signs provided the signs are posted no earlier than one (1) week prior to the sale and removed within one (1) day of the end of the sale.
2. Signs advertising the sale of a vehicle provided that no more than two (2) vehicles are advertised at one time on the same site. One (1) sign per vehicle is allowed.
3. Signs advertising an event, provided the signs are removed within one (1) day after the event.

## vi. Prohibited Signs

- A. Any sign, which due to its location, color, size or placement interferes, or may be confused with, the functioning or purpose of a traffic sign or traffic control device.
- B. Any illuminated sign which gives off rotating or intermittent light beams at a brightness level or velocity which detracts from a motorists' vision for safe driving, as determined by the Planning or Public Works Director.
- C. Signs containing strobe lights effects.
- D. Any sign which inherently presents danger for a vehicle, pedestrian or bicyclist.

## vii. Sign Area

The total square footage of signs is by zoning district for ground, freestanding or pole, building, canopy, roof or projecting types, based upon road frontage:

Road Frontage	URLD, URHD	URMD, LU	CB, NB, LI, HI, MU, P, PUD
Up to 100'	30	60	300
101' to 200'	40	90	450
More than 200'	50	120	600

## viii. Free standing signs

- A. One (1) pole sign is allowed per use. A pole sign shall be no higher than one hundred (100) feet measured from ground level. It shall not extend into the right-of-way.
- B. One (1) low profile sign is allowed per use. It shall be set back from all property lines at least five (5) feet, or a distance which does not interfere with sight visibility at an intersection or the driveway(s) of the property.

## ix. Building signs

- A. Wall, canopy or projecting signs shall not create a safety hazard.
- B. Roof signs shall be no higher than the maximum height limit within each zoning district.

## x. Incidental signs

- A. Incidental signs for directional use, parking, entrance and exiting, special promotions and events are not counted toward the allowable square footage for signage.



# LARAMIE COUNTY LAND USE REGULATIONS

- B. Incidental signs are prohibited from being in the right-of-way.
- C. Incidental signs shall not constitute a traffic hazard.

## xi. Billboards

- A. Billboards, by location, subject to the Wyoming Department of Transportation Regulations, shall follow those rules and procedures.
- B. Billboards along County maintained roads shall be located only within the Land Use – LU Zoning District and be no larger than three hundred (300) square feet.

## xii. Electronic message centers

- A. Shall have no strobing effects.
- B. Shall have automatic dimming capability for nighttime hours in residential areas.

## xiii. Miscellaneous sign types

- A. Banner signs shall not be placed or lean into a public right-of-way.
- B. Inflatable signs shall not be placed or lean into a public right-of-way.

## xiv. Calculation of Sign Area

- A. The visual boundary of the message shown within a background.
- B. If there is no visual boundary then the average height of the words is used.
- C. If a sign is doubled-faced, then only one face is counted.

## xv. Administrative Adjustments

An administrative adjustment allowing for an increase in total square footage allowed by up to ten percent (10%) is permissible within the standards set by Section 1-5-101.

## ee. Outdoor Lighting

### i. Purpose

Outdoor lighting is a necessity for many uses to keep activities, people, vehicles and property safe and secure. However, outdoor lighting shall limit the effects of light pollution and light trespass.

### ii. Applicability

Outdoor lighting standards apply to all site plans.

### iii. Standards

- A. Outdoor freestanding lighting fixtures shall be full cutoff luminaries. There shall be no direct up-light or lights that project or are aimed outward. All lighting fixtures shall be pointed/aimed down at a 90-degree angle from the ground surface.
- B. Lighting fixtures on buildings of any type shall mitigate glare on any adjacent property and shall be pointed/aimed down at a 90-degree angle from the ground surface. No light fixture may project light outward or upwards such that light is projected onto adjacent property.



# LARAMIE COUNTY LAND USE REGULATIONS

## iv. Exemptions

- A. Traffic signs and traffic control devices.
- B. Flags of the United States and Wyoming.
- C. Agricultural operations.

## ff. Infrastructure Requirements

Development projects are required to meet all Public Works Public Infrastructure Regulations as applicable. This includes grading, drainage, floodplain regulations and road standards. See Title 5.

## 3-1-110 STANDARDS FOR SPECIFIC COMMERCIAL USES – A THROUGH E

### a. Adult Entertainment Businesses

#### i. Purpose

It is the purpose of this section to regulate adult sexually oriented businesses to promote the health, safety, and general welfare of the citizens of Laramie County and to establish reasonable and uniform regulations to prevent the adverse secondary effects and deleterious location and concentration of adult entertainment businesses within Laramie County. The provisions of this regulation have neither the purpose nor effect of imposing a limitation or restriction on the content of any communicative material, including sexually oriented materials. Similarly, it is not the intent nor effect of this regulation to restrict or deny access by adults to sexually oriented materials protected by the First Amendment or to deny access by the distributors and exhibitors of sexually oriented entertainment to their intended market. It is not the intent or effect of this regulation to condone or legitimize the distribution of pornographic material.

#### ii. Location of Adult Entertainment Establishments

- A. Location of an adult entertainment establishment is within the LU – Land Use Zoning District as a Conditional Use, when in conformance with the following distance requirements. No adult entertainment establishment shall be operated or located within a one thousand (1,000) foot radius of the following:
  - 1. another existing adult entertainment establishment;
  - 2. any church or place of religious worship;
  - 3. any school, public or private, or a state licensed childcare center; or
  - 4. the property line of any lot or property which is forty (40) acres or less and is devoted to residential use
- B. The above distance limitations shall be determined by measurement from the nearest customer entrance of the proposed or existing adult entertainment establishment to the lot, tract or parcel of the use specified immediately above. The measurement is to be conducted in a radial fashion of one thousand (1,000) feet.
- C. In addition to the above, no adult entertainment establishment shall be operated or located within two thousand (2,000) feet of any residence which is located on a lot



# LARAMIE COUNTY LAND USE REGULATIONS

larger than forty (40) acres. This distance limitation shall be conducted in a radial fashion by measurement from the nearest customer entrance of the proposed or existing adult entertainment establishment to nearest exterior part of the residence.

## iii. Signage

- A. All adult entertainment establishments shall comply with the provisions of these zoning regulations regarding the type, usage, construction of, and placement of signs. Further, signs for adult entertainment establishments shall not contain any emphasis (whether by movement, picture, or otherwise) on matter relating to adult entertainment as defined herein.
- B. To protect minors from exposure to pornographic material, any business providing adult entertainment or adult material shall have in place at each entrance to such business a sign no larger than one square foot in size that states that persons under eighteen (18) years of age shall not be admitted.

## iv. Adult Booths

All adult entertainment establishments which contain one or more adult booths shall comply with the following standards:

- A. The adult entertainment establishment shall be configured in such a manner that there is an unobstructed view from a manager's or employees' station of every area of the premises to which any patron is permitted access for any purpose, excluding restrooms. The view required in this subsection must be by direct line of sight from the manager's or employees' station.
- B. At least one (1) employee shall be on duty at all times that any patron is present inside the adult entertainment establishment.
- C. All adult booths shall remain unobstructed by any doors, curtains, partitions, walls, merchandise, display racks or other materials and, at all times, no patron shall be permitted access to any area of the premises which has been designated as an area in which patrons will not be permitted.
- D. No adult booth may be occupied by more than one patron at any time.
- E. No openings of any kind shall exist between adult booths.
- F. No employee or owner of an adult entertainment establishment shall knowingly, or with reasonable cause to know, permit or allow a patron to commit in the adult entertainment establishment an act of public indecency as set forth in Wyoming Statute 6-4-201.

## v. Illumination

All adult entertainment establishments shall be equipped with overhead lighting fixtures of sufficient intensity to illuminate every place to which patrons are permitted access at an illumination of not less than five-foot candles as measured at the floor level. This level of illumination shall be maintained at all times that any patron is present in the adult entertainment establishment.





# LARAMIE COUNTY LAND USE REGULATIONS

## vi. Restrooms

Restrooms in any adult entertainment establishment shall not contain video viewing or contraceptive vending machines.

## vii. Hours of Operation

No adult entertainment establishment shall be open for business at any time between the hours of 2 a.m. and 10 a.m., Monday through Saturday, or between the hours of 2 a.m. and noon on Sunday.

## viii. Minors

No person under the age of eighteen (18) shall be permitted i) in any adult entertainment establishment; or, ii) to purchase goods or services at an adult entertainment establishment; or, iii) to work at an adult entertainment establishment as an employee.

## b. Amusement, Entertainment, and Recreation Facilities

A commercial outdoor/indoor amusement, entertainment and recreation facility is a land use with equipment, outdoor space, and structures devoted to games, sports, and entertainment with food and motel facilities available for the public. Such facilities:

- i. Shall meet all stated septic system and water well requirements which apply.
- ii. Operational hours for outdoor entertainment may be subject to conditions.
- iii. All parking spaces for customers, guests, employees and deliveries are determined by their capacity and shall be located on the property.
- iv. One (1) on site sign pole shall be allowed along the road frontage advertising the facility; at no higher than one hundred (100) feet and no larger than two hundred (200) square feet for visibility purposes; may be lit, but shall have no blinking or animated lighting, and be engineered and constructed to meet Building Code requirements.
- v. A Commercial Site Plan shall be completed and approved by the Board of County Commissioners through the public notice and hearing process.
- vi. A traffic study may be required as part of the Commercial Site Plan.
- vii. Access points to the property are determined by Laramie County, City of Cheyenne or WYDOT and shall be located and constructed according to the respective standards.
- viii. A drainage study and plan may be required as part of the Commercial Site Plan.
- ix. A landscape plan shall be completed as part of the Commercial Site Plan.
- x. Landscaping requirements shall be met.
- xi. The project may be phased, but every phase shall meet all standards and is subject to a Commercial Site Plan as well as the public notice and hearing process.
- xii. The Planning Director has the discretion for the Commercial Site Plan to be reviewed with a recommendation to the County Commissioners by the Planning Commission through the public notice and hearing process.
- xiii. All applicable Zoning, Subdivision, Building Code, Public Works, Laramie County Environmental Health Division, as well as with all other applicable local, state and federal requirements shall be adhered to.





# LARAMIE COUNTY LAND USE REGULATIONS

## c. Animal Clinics

- i. If stated within the zoning district, it shall meet the minimum lot size requirement for the zoning district in which it is located.
- ii. All planned client/customer parking shall be off-street parking.
- iii. When, and as required, the facility shall obtain the necessary approval from the Laramie County Environmental Health Division prior to approval.
- iv. Shall have landscaping.
- v. The use shall adhere to all other zoning district standards and applicable local and state requirements.

## d. Assisted Living Facilities – Social and Custodial Care

- i. Shall be served only with central water and sewer service in the urban residential zoning districts.
- ii. Shall have the written approval for a sanitary system from the Laramie County Environmental Health Division, or other appropriate agency prior to approval in rural zoning districts.
- iii. Shall demonstrate that a water source is available from the appropriate state agency prior to approval.
- iv. An assisted living facility serving four (4) or less people within a single-family dwelling is a use by right within all zoning districts which allow for single-family use.
- v. An assisted living facility proposed as a duplex, multi-family complex, townhome or apartment complex is allowed as a use by right in all zoning districts permitting those residential uses.
- vi. Site plan requirements apply to all commercial assisted living facilities, except those located within a single-family residence.
- vii. An assisted living facility which provides custodial care is subject to site plan requirements.
- viii. An assisted living facility which provides skilled nursing with focused custodial or palliative care is a commercial use and shall be located within commercial zoning districts.

## e. Bed and Breakfasts

- i. Shall only be located within an existing or new single-family dwelling.
- ii. The owner must live on-site.
- iii. A bed and breakfast shall have no more than two (2) guest rooms.
- iv. It is subordinate to the principal use and shall not change its character or the character of the area.
- v. In any area not served by central water and sewer, the bed and breakfast shall have the necessary approvals for a sanitary system and water supply prior to approval.

## f. Confined Animal Feeding Operations – CAFO

- i. These regulations are promulgated by authority of W.S. 16-3-103, W.S. 18-5-201, and W.S. 35-11-302(a)(ix).



## LARAMIE COUNTY LAND USE REGULATIONS

- ii. These regulations are intended to promote the public health, safety, and general welfare of Laramie County, specifically to address pollution of ground and surface water, minimization of odors for public health concern, and minimization of pathogens and vectors capable of transporting infectious disease. Data for this tool was selected from the current Nebraska Odor Footprint Tool using the most similar weather area to Laramie County (The Panhandle Region). If a species type and type of facility is not listed the applicant shall provide data to the County on how that species correlates to a listed species and odor emission number.
- iii. All concentrated feeding operations require a Class C Conditional Use approval prior to operation and DEQ approval when applicable. The applicant shall provide maps and documentation on how they derived at the setback for Laramie County review. Mailed notice by Laramie County shall be to all property owners within 1 mile of the parcel boundary that the CAFO will be sited.
- iv. For the purposes of this article, a concentrated feeding operation is any housed facility, including any lagoon and other waste treatment facilities associated therewith, wherein livestock are confined, fed and maintained for a total of forty- five (45) consecutive days or more in any twelve (12) months, and the feed lot or facility is designed to confine an equivalent of one thousand (1,000) or more animal units. Please refer to WYDEQ Appendix G – Criteria for determining a concentrated feeding operation and additional requirements applicable to new and existing concentrated animal feeding operation to see if your facility qualifies as a CAFO.
- v. Setbacks Rules
  - A. All structures housing livestock, or the waste treatment works and lagoons associated therewith, shall adhere to the following setback requirements of Laramie County by using the odor footprint tool included in this section. The required setback distances are to any residential use, commercial or industrial facility, church, school or any other facility operated and/or facility utilized by the general public located at the time of CAFO application unless they have written consent from the owner, school board or municipality along with DEQ approval if required. The required setback distance shall be taken from the outer edge of the CAFO facility and be determined by the odor footprint tool or one (1) mile whichever is greater. Any facility with a scaled odor emission rate of over forty (40) must provide an odor setback distance designed by a professional engineer.
  - B. An annoyance free ninety-eight percent (98%) curve will be used.
  - C. Odor Footprint Tool Information Worksheet and Odor Tables 1-6 follow.



# LARAMIE COUNTY LAND USE REGULATIONS

## 1. Odor Footprint Tool Worksheet 1: Estimating Setback Distances Using the Odor Footprint Tool

### ESTIMATING SETBACK DISTANCES USING THE ODOR FOOTPRINT TOOL Worksheet for Calculating Separation Distances for a Particular Animal Production Site

Project description: \_\_\_\_\_ Location: \_\_\_\_\_  
 \_\_\_\_\_ Region: \_\_\_\_\_

GENERAL INFORMATION FOR BASE PLAN						INFORMATION FOR ODOR CONTROL OPTION																																																															
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Source Facility	Plan Dimensions (e.g. ft x ft)	Plan Area (sq. ft.)	Odor Emission Number (OU/s-ft <sup>2</sup> )	Odor Control Factor	Scaled Odor Emission Rate (x 10 <sup>6</sup> OU/s)	Odor Control Practice Being Considered	Odor Control Factor	Scaled Odor Emission Rate (x 10 <sup>6</sup> OU/s)																																																													
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Prepared by: \_\_\_\_\_ Date prepared: \_\_\_\_\_



# LARAMIE COUNTY LAND USE REGULATIONS

## 2. Odor Table 1: Odor Emission Numbers for Animal Housing Units

TABLE 1. ODOR EMISSION NUMBERS FOR ANIMAL HOUSING UNITS

SPECIES	TYPE/STAGE OF PRODUCTION	TYPE OF FACILITY	ODOR EMISSION NUMBER
CATTLE	BEEF	DIRT/CONCRET LOT (AREA IS SELDOM DRY)	20
		DIRT LOT (AREA IS REGULARLY DRY)	5
	DAIRY	SCRAPED FREESTALL BARN	30
		SLATTED-FLOOR BARN	
		LOOSE HOUSING, SCRAPED	
		TRESTALL BARN	
SWINE	GESTATION	DEEP-PIT BUILDING	245
		SHALLOW-PIT BUILDING, (E.G PULL PLUG SYSTEM)	145
	FARROWING	SHALLOW-PIT BUILDING, (E.G PULL PLUG SYSTEM)	70
	NURSERY	DEEP OR SHALLOW PIT	205
	FINISHING	DEEP-PIT BUILDING	165
		SHALLOW-PIT BUILDING, (E.G PULL PLUG SYSTEM)	95
		HOOP BARN, DEEP-BEDDED &SCRAPED	20
		CARGILL/OPEN FRONT, SCRAPE	
		LOOSE HOUSING, SCRAPED	55
		OPEN CONCRETE LOT, SCRAPE	
POULTRY	BROILER	FLOOR-RAISED ON LITTER	10
	TURKEY	LITTER	10
HORSE	BOARDING	DIRT LOT (AREA IS REGULARLY DRY)	2

## 3. Odor Table 2: Odor Emission Numbers for Manure Handling Facilities

TABLE 2. ODOR EMISSION NUMBERS FOR MANURE HANDLING FACILITIES

TYPE OF FACILITY		ODOR EMISSION NUMBER
MANURE STORAGE FACILITY	EARTHEN BASIN	65
	STEEL OR CONCRETE TANK, ABOVE OR BELOW GROUND	135
	CRUSTED STOCKPILE	10



# LARAMIE COUNTY LAND USE REGULATIONS

## 4. Odor Table 3: Odor Control Factors

TABLE 3. ODOR CONTROL FACTORS

ODOR CONTROL TECHNOLOGY		% ODOR REDUCTION	ODOR CONTROL FACTOR
NO SUPPLEMENTAL ODOR CONTROL OF IMPLEMENTED ON THE FACILITY		NONE	1
BIOFILTER USED TO TREAT AIR FROM EXHAUST FANS	FULLY MECHANICALLY VENTILATED FACILITY; BIOFILTER TREATS 100% OF EXHAUST AR	90	0.1
	MILD-WEATHER AIRFLOW IS PROVIDED BY FANS; BIOFILTER TREATS ONLY AIRFLOW FROM MINIMUM VENTILIATION FANS	60	0.4
	BIOFILTER TREATS ONLY AIRFLOW FROM MINIMUM VENTILATIONS FANS	30	0.7
OIL SPRINKLING USED TO CONTROL DUST WITHIN BUILDING		20	0.8
IMPERMEABLE COVER		90	0.1
GEOTEXTILE COVER (AT LEAST 2.4 MM THICK)		50	0.5
STRAW OR NATURAL CRUST ON MANURE	8" THICK	70	0.3
	6" THICK	60	0.4
	4" THICK	50	0.5
	2" THICK	40	0.6



# LARAMIE COUNTY LAND USE REGULATIONS

## 5. Odor Table 4: Terrain Adjustment Factors

TABLE 4. TERRAIN ADJUSTMENT FACTORS

TYPE OF AREA	DESCRIPTION OF TOPOGRAPHY BETWEEN SOURCE AND RECEPTORS	TERRAIN FACTOR
FLAT TERRAIN	DEFAULT SCENERIO. MINIMAL CHANGE IN TOPOGRAPHY EXISTS. USE WHENEVER THE SITUATION DOES NOT FIT INTO ANOTHER LISTED CATEGORY OR THE LOCAL TOPOGRAPHY IS NOT KNOWN	1
UNCONFINED, LOW-LYING AREA	RECEPTORS ARE LOCATED DOWN-SLOPE OF THE SOURC (BELOW 2% GRADE LINE FROM SITE) WITHOUTH TOPOGRAPHY THAT WOULD CONFINED ODORS IN THE AREA.	1.2
CONFINED AIR DRAINAGE ZONE	RECEPTORS ARE SITUATED DOWN-SLOPE 0- BLEOW THE 2% FALLING GRADE LINE FROM THE SOURCE - WITHIN A VALLEY HAVING CONFINING SIDEWALLS THAT WILL RESTRICT THE DISPERSION OF ODORS	1.2-2.0*
ROLLING TERRAIN	UNDULATING COUNTRY BETWEEN SOURCE AND RECEPTER	0.9
HIGH RELIEF OR INTERVENING TERRAIN	RECEPTOR IS AT A HIGHER ELEVATATION THAN THE SOURCE (GREATER THAN 10% UPSLOPE FROM SITE) OR SIGNIFICAN HILLS AND VALLEYS ARE PRESENT BETWEEN THE SITE AND RECEPTOR	0.7

\* VALUE DEPENDS ON THE DEGREE OF CONFINEMENT PRESENTED: THE STEEPNESS OF THE VALLEY AND CONFINING WALLS, THE WIDTH OF THE VALLEY, AND THE CONTINUITY OF THE CONFINING FEATURES SHOULD BE CONSIDERED IN SELECTING AN APPROPRIATE VALUE.

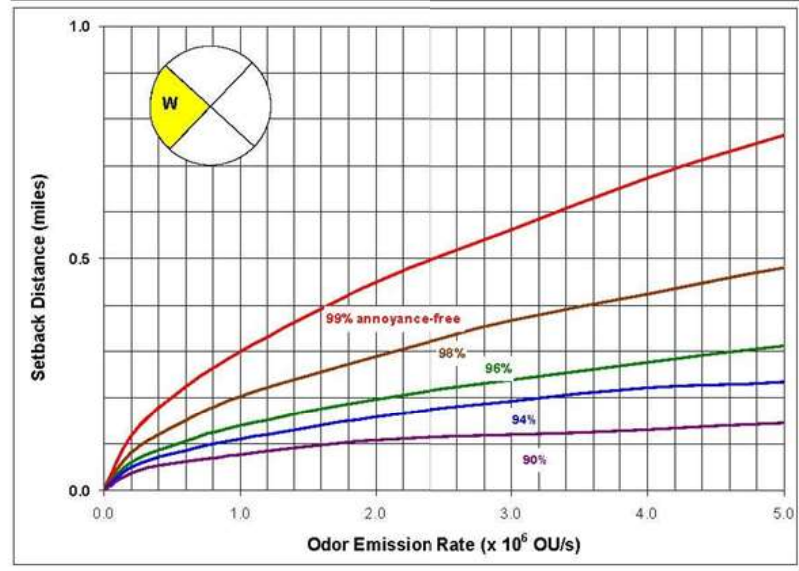
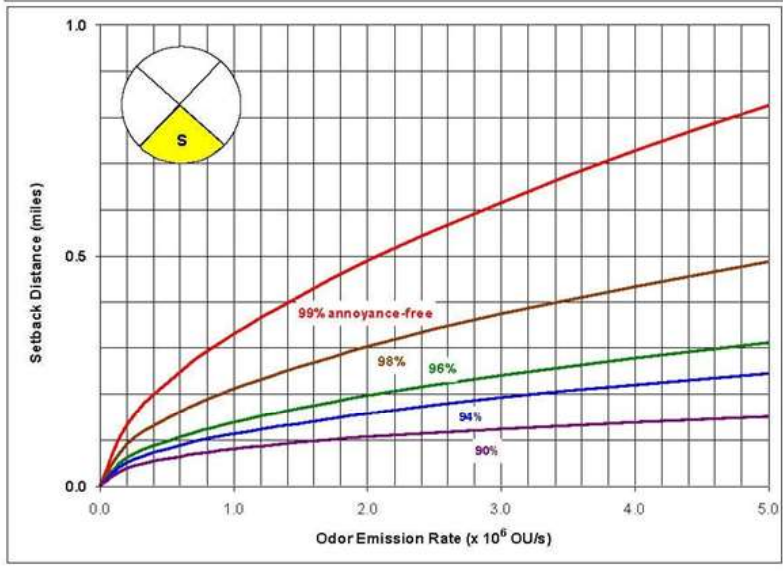
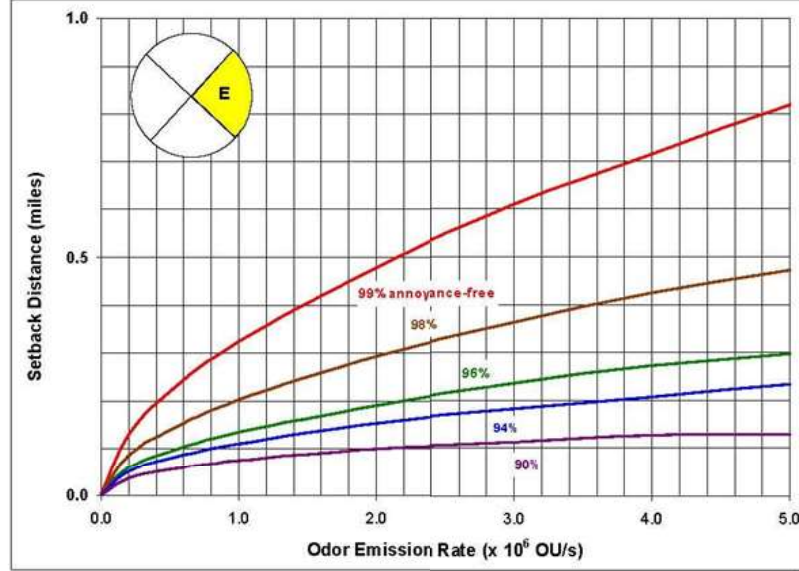
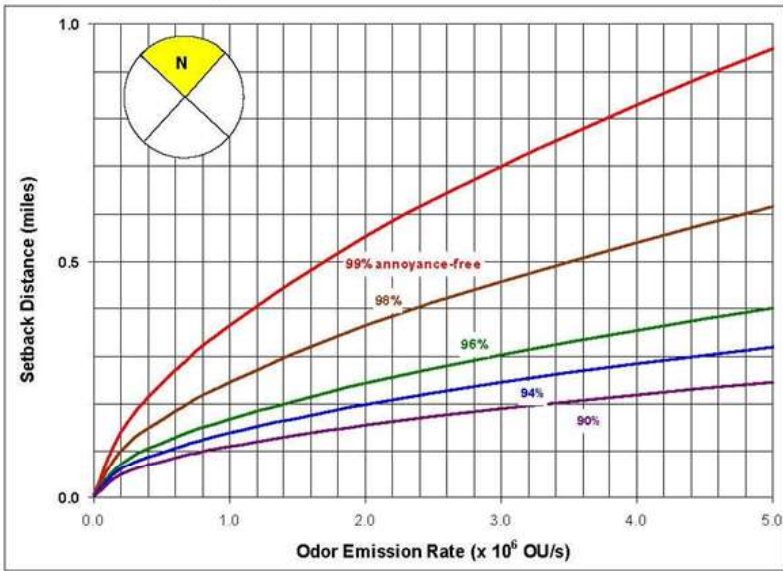




# LARAMIE COUNTY LAND USE REGULATIONS

## 6. Odor Table 5: Panhandle Region: small to medium facilities:

### Panhandle Region - small to medium facilities:

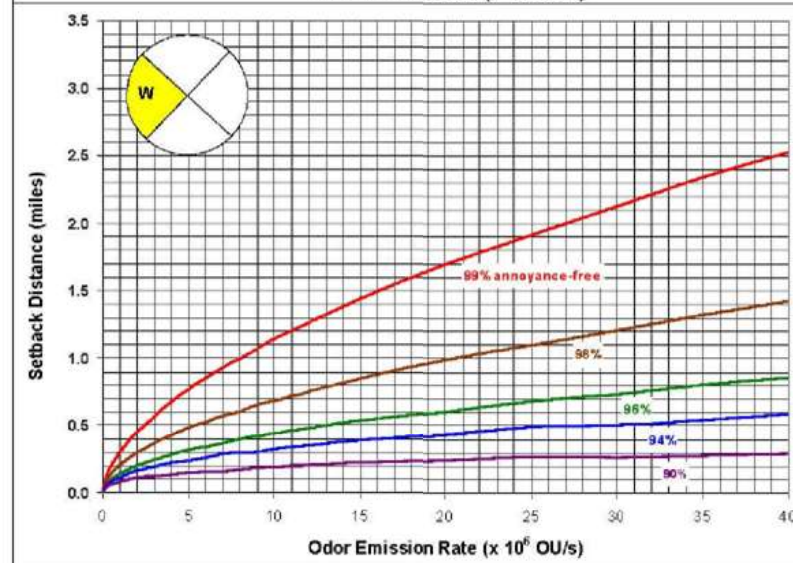
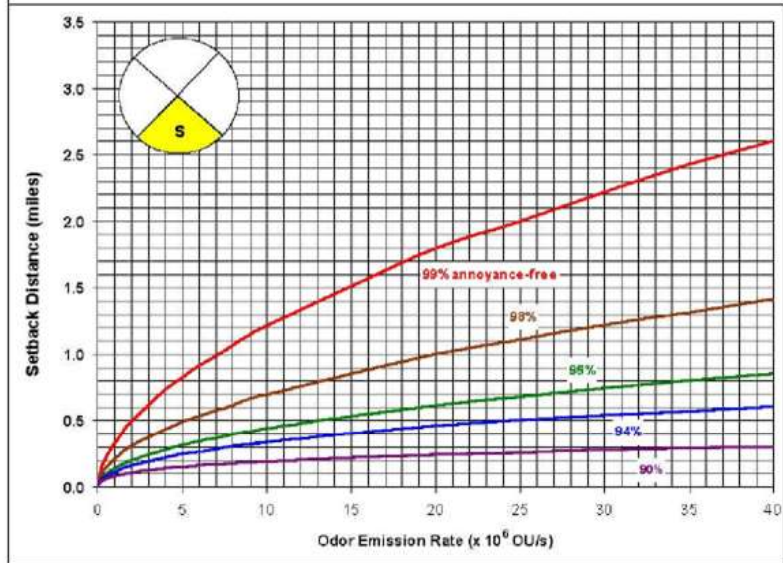
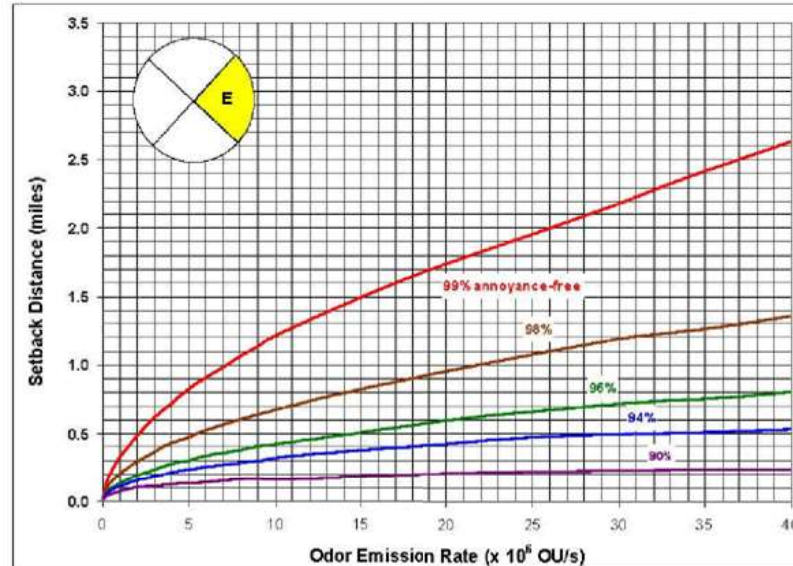
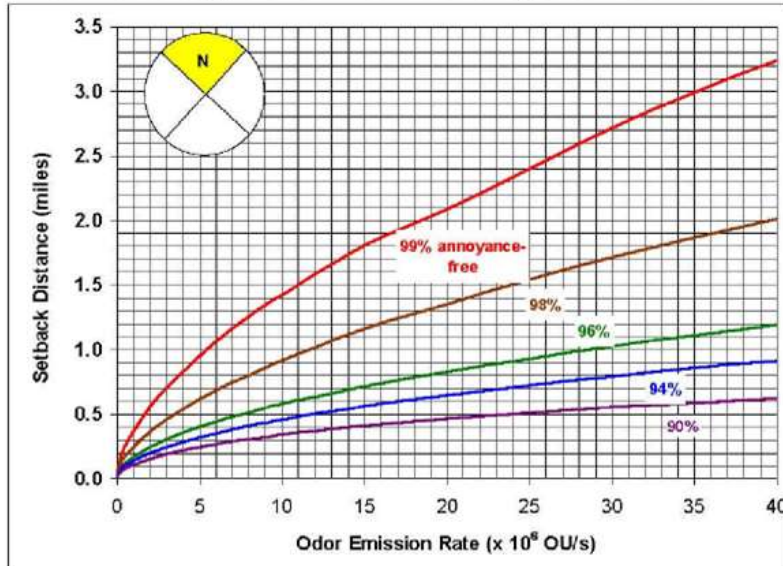




# LARAMIE COUNTY LAND USE REGULATIONS

## 7. Odor Table 6: Panhandle Region: medium to large facilities

### Panhandle Region - medium to large facilities:







# LARAMIE COUNTY LAND USE REGULATIONS

## g. Cemeteries

- i. A cemetery may have mausoleum, columbarium, crematoria and mortuary uses.
- ii. All other applicable zoning requirements apply.
- iii. All applicable state requirements apply.

## h. Commercial Show Barns

A show barn is a commercial land use where horses and other animals may be kept, trained, and shown at competitions. The show barn may host a competition in addition to keeping and training the animals.

- i. Any principal structure for this use is to have a minimum setback of fifty (50) feet from any property line.
- ii. Parking shall be provided to meet the planned capacity, including animal trailers.
- iii. Competitions are limited to 9 am to 9 pm.
- iv. Written approval for utilizing a septic system and water well by local and state agencies, prior to approval by Planning and Development.
- v. All other applicable zoning district requirements and local and state requirements are to be met.

## i. Commercial Stables

A commercial stable is a place where horses may be kept, boarded, fed, trained, bred, hired, rented, sold, or participate in a show or competition, for monetary purposes.

- i. Any principal structure for this use is to have a minimum setback of fifty (50) feet from any property line.
- ii. Parking shall be provided to meet the planned capacity, including livestock trailers.
- iii. Competitions are limited to 9 am to 9 pm.
- iv. Written approval for utilizing a septic system and water well by local and state agencies prior to approval by Planning and Development.
- v. All other applicable zoning district requirements and local and state requirements are to be met.

## j. Commercial Landscape Businesses

A commercial landscape business is the use of buildings, land, and structures which a contractor uses for storage of plant material, equipment for construction of a landscape, equipment for maintaining a landscape, as well as materials other than plants may be part of a landscape.

- i. All principal structures for this use shall be a minimum of fifty (50) feet from any property line.
- ii. All outside storage of compost is to be contained and screened by at least a solid six (6) foot high wooden fence. The compost shall be contained to avoid wind distribution.
- iii. Outdoor storage of equipment shall be screened by a solid wooden fence at least six (6) feet tall.



# LARAMIE COUNTY LAND USE REGULATIONS

- iv. Outdoor storage of plant material shall be screened by a solid six (6) foot high solid wooden fence.
- v. Hours of operation shall be limited from 6 am to 8 pm.
- vi. Employee and customer parking shall be to be provided on the site.

## k. Commercial Nurseries

A commercial nursery is the use of buildings, land and structures for the growing and storing of trees, flowers and plants for wholesale or retail sale.

- i. All principal structures for the use shall be a minimum of fifty (50) feet from any property line.
- ii. All outside storage of compost shall be contained and screened by a solid six (6) foot high wooden fence. The compost shall be contained to avoid wind distribution.
- iii. Outdoor storage of equipment shall be screened by a solid wooden fence at least six (6) feet tall.
- iv. Outdoor storage of plant material shall be screened by a solid six (6) foot high solid wooden fence.
- v. Hours of operation shall be limited from 7 am to 7 pm.
- vi. Employee and customer parking shall be provided on the site.

## l. Data Mining Facilities

- i. All principle structures for the use shall be a minimum of fifty (50) feet from any property line
- ii. Any noise shall not exceed fifty (50) decibels at the property line and be attenuated to fifty (50) if that level is exceeded

## m. Energy Systems – Large-Scale Wind and Solar Farms

### i. Purpose and Intent of Rules

- A. Wind and solar farms provide renewable energy to the electric power grid system for distribution and consumption. Both act similar to a power plant. Wind and solar farms are typically located on out-of-the-way, large parcels of open land.
- B. Like any energy production, wind and solar farms impact the community as well as the environment. Altered drainage patterns and habitat areas along with increased monetary resources to local government are built-in components. The utility scale projects impact local roads and property values in the surrounding area. The conspicuous structures contrast with the natural landscape on open lands within Laramie County by shape, sound, size, movement and reflection.
- C. Wind and solar farms are a benefit to Laramie County; their impacts require thoughtful planning and mitigation to uphold the health, safety, and general welfare of the community. Project representatives are encouraged to contact Planning and



# LARAMIE COUNTY LAND USE REGULATIONS

Development as early as possible in their planning phase to ensure appropriate guidance and direction for these large utility scale projects.

## ii. Location

A wind farm or solar farm shall only be located within the LU – Land Use Zoning District.

## iii. General Standards

- A. A wind farm or solar farm is a Class C Conditional Use only within the LU – Land Use Zoning District and shall comply with all of the requirements.
- B. A wind farm or solar farm shall comply with all of the requirements for a Commercial Site Plan.
- C. A wind farm or solar farm shall acquire all approvals and permits as required by these regulations.

## iv. Industrial Siting Council Approval

- A. A wind farm or solar farm required to have the approval of the State of Wyoming Industrial Siting Council and shall receive that approval prior to applying for a Class C Conditional Use Permit.
- B. A wind farm or solar farm not requiring the approval of the State of Wyoming Industrial Siting Council may initiate a Class C Conditional Use application process after the required Pre-Application meeting.

## v. Specific Standards

### A. Setbacks

#### 1. Wind Farms

- I. The center of the base of each wind tower shall be located no less than one and one-half (1.5) (hub height + rotor diameter) from adjacent unplatted nonparticipating property lines and dedicated public roads.
- II. No tower or other structure, other than underground structures, transmission lines, roadways and structures appurtenant to roadways, shall be located at a distance of less than five and one-half (5.5) times the maximum height of the tower, but in no event less than one thousand (1,000) feet from any platted subdivision unless this restriction is waived in writing by the owners of all lands included within the distance specified in this paragraph.
- III. The base of any tower shall not be located at a distance of less than five and one-half (5.5) times the maximum height of the tower, but in no event less than one thousand five hundred (1,500) feet from a residential dwelling or occupied structure, unless waived in writing by the person holding title to the residential dwelling or occupied structure.
- IV. The base of any tower shall not be located at a distance of less than one-half (.5) mile from the limits of any town or city.



# LARAMIE COUNTY LAND USE REGULATIONS

## 2. *Solar Farms*

- I. Solar energy system utility scale structures shall be setback from all property lines and public rights-of-way at least fifty (50) feet. Additional setbacks may be required to mitigate noise and glare impacts, or to provide for designated road, fire protection access or utility corridors, as identified through the review process.
- II. To ensure the appropriate setback from all property lines and adjacent public rights-of-way, the applicant shall provide an analysis from solar glare hazard analysis software for PV systems that provide a quantified assessment of when and where glare will occur throughout the year on to nearby properties and public roadways. If glare is predicted, the applicant shall provide mitigation measures to address the impacts of solar glare. Mitigation measures may include and are not limited to textured glass, anti-reflective coatings, screening, and angling of solar PV modules, or other accepted practices in a manner that reduces glare to surrounding land uses. The glare hazard study is to be provided as part of Class C Conditional Use application.

## B. Height

### 1. *Wind Farms*

The total height of a wind farm tower shall comply with all federal, state and local regulations, including FAA guidelines. Applicants are required to contact the Cheyenne Regional Airport Manager and the Pine Bluffs Municipal Airport Manager concerning airport operations, approaches and local matters critical to flying safety and airspace conflicts prior to submitting an application for review; and comply with the FAA Regulations as may be required.

### 2. *Solar Farms*

All solar farm energy system structures shall not exceed twenty-five (25) feet in height.

## C. Clearance from Ground – Wind Farm Turbine Blade

The vertical distance from ground level to the tip of a wind farm energy system turbine blade when the blade is at its lowest point shall be at least twenty-five (25) feet.

## D. Access to Wind Tower

A wind tower, including any climbing aids, shall be secured against unauthorized access.

## E. Electrical Wiring for Wind and Solar Farms

Electrical wiring for wind and solar farms shall be underground when practicable.

## F. Landscape Plan – Wind and Solar Farms

A wind farm and a solar farm are exempt from the Landscape Plan requirements.



# LARAMIE COUNTY LAND USE REGULATIONS

## G. Signs - Wind and Solar Farms

No tower, array, or structure associated with a wind or solar farm may be used to advertise any product or service. Only identification, warning, ownership or manufacturer identification signs are allowed. All others are prohibited.

## H. Lighting

### 1. *Wind Farms*

Wind farms shall meet FAA Regulations for the wind tower structures. No accessory lighting is allowed on the tower structure unless it is necessary for operational or safety purposes.

### 2. *Solar Farms*

Solar farms lighting is to be for operational and safety purposes only.

## I. Noise – Wind Farm and Solar Farm

1. A noise analysis study shall be performed as part of the application process for a Class C Conditional Use Permit.
2. The noise generated by the operation of a large wind or solar energy system or wind farm may not exceed a noise level of more than fifty (50)dB(A) as measured at any point along the common property lines between a nonparticipating property and a participating property. This level, however, may be exceeded during short-term events such as utility outages, severe weather events, construction or maintenance operations. Noise levels may exceed the 50dB(A) limit along common property lines if written permission, as recorded with the Laramie County Clerk, is granted by the affected adjacent nonparticipating property owners. Sound measurements shall be made five (5) feet above ground level over ten (10) minute measurement periods, on the basis of equivalent sound pressure levels and wind speed equal to eight (8) meters/second, using the procedures established by IEC 61400- 11 (International Electrotechnical Commission, 2nd Edition, 2002).

## J. Impacts to Public Roads – Wind and Solar Farms

The use of dedicated public roads shall be in accordance with and in compliance with federal, state, county and local regulations governing such activities. The owner shall be responsible for any degradation to or damage of dedicated public roads by any and all parties affiliated with the installation of the wind farm or solar energy system and will bear all costs required to return the public roads to their original or better condition prior to their use of same. The use of any dedicated public road for the purpose of transporting parts, materials and/or equipment for construction of a large wind or solar energy system or wind farm shall require the following prior to approval of any wind or solar energy Class C Conditional Use application:



# LARAMIE COUNTY LAND USE REGULATIONS

1. A detailed mapping of known haul routes shall be submitted with the wind or solar energy permit application. Haul routes shall be updated as transit information becomes available. Final haul routes must be submitted at least ten (10) days prior to the start of construction.
2. Completion of a pre-construction baseline survey prepared by a mutually agreed upon professional engineer to determine existing road conditions.
3. An engineer's assessment of the potential for damage or impact to the roads detailed in the haul route.
4. A mitigation plan and/or long-term road maintenance plan to address the impacts to the roads as determined in the assessment.
5. Preparation of an engineer's estimate for the total estimated cost to improve, maintain or repair the existing roads as detailed in the mitigation/maintenance plan.
6. Documentation of the establishment of a bond for the repair of roads along the haul route for a wind farm or solar energy system in an amount of not less than one hundred fifteen percent (115%) of the cost for infrastructure improvement or repair as determined in the engineer's estimate of cost, but in no case less than \$25,000.00 for the purpose of repairing any damage to public roads caused by constructing, operating or maintaining the system. Prior to commencement of any work on the participating property, the owner shall enter into a Developer Agreement that documents the owner's obligations for the County roads.

## K. Reclamation and Decommissioning: - Wind and Solar Farms

Documentation of a guarantee between the owner and the participating property owner for the reclamation and decommissioning of the wind farm or solar energy system shall be provided at the time of the site plan application. A guarantee should be in the form of financial assurance, lease agreements, or other terms as negotiated between the owner and the participating property owner. At the time of abandonment or removal as further described in this article, the participating property shall be reasonably restored to the physical state as existed before the wind or solar energy system or wind farm was constructed. A decommissioning plan shall be submitted as part of the wind or solar energy site plan application. If a wind or solar energy permit is granted, the owner shall provide an updated reclamation and decommissioning plan to the Laramie County Planning and Development Office every five (5) years. The plan shall specify and provide for the following:

1. The physical removal of wind or solar energy systems, equipment, security barriers and transmission lines from the site.
2. All above ground improvements and outdoor storage, those to remain at the discretion of the participating landowner.



# LARAMIE COUNTY LAND USE REGULATIONS

3. Foundations, pads and underground electrical wires as indicated in the decommissioning plan, in accordance with an agreement between the owner and participating property owner.
4. Disposal of all solid and hazardous waste in accordance with local, state and federal waste disposal regulations.
5. Stabilization or re-vegetation of the site as necessary to minimize erosion. The decommissioning plan may allow the owner to leave landscaping or designated below-grade foundations and other below-grade infrastructure as agreed upon by the participating property owner in order to minimize erosion and disruption to vegetation.
6. Identification of all physical elements that may remain on the property at the discretion of the participating property owner.
7. The owner shall restore the following to their original or better condition:
  - I. County roads that are damaged by the removal of equipment, or their components from the wind or solar farm.
  - II. Soil and vegetation on the site.

## L. Termination of Operations – Wind and Solar Farms

1. The owner of a solar or wind farm shall provide Laramie County Planning and Development a written Notice of Termination if the operation is to be terminated for any period of time. The notice shall be provided at least thirty (30) days prior to the operational termination.
2. The non-continuous operation of a wind or solar farm for twelve (12) consecutive months is subject to a Notice of Abandonment. The owner shall provide Laramie County Planning and Development with written verification showing the wind or solar farm has not been abandoned; and the Notice of Abandonment may be withdrawn.

## M. Liability Insurance – Wind and Solar Farms

At the time of a wind or solar farm Class C Conditional Use application, the owner shall provide evidence of liability insurance for a duration of not less than twenty-four (24) months from the estimated time of project completion to cover loss or damage to persons and structures occasioned by the failure of the facility.

## N. Impacts to Natural, Wildlife, and Cultural Resources

The owner of a wind or solar farm shall comply with all federal and state requirements pertaining to natural, wildlife and cultural resources. The owner of a wind farm or solar farm shall submit written statements that the project is in full compliance with all relevant requirements at the time of the application submittal. The owner of a wind or solar farm energy system shall make reasonable efforts to avoid siting wind and solar farm energy systems components in a manner that will adversely impact wildlife, water, historical, and/or cultural resources.





# LARAMIE COUNTY LAND USE REGULATIONS

## 3-1-111 STANDARDS FOR SPECIFIC COMMERCIAL USES – F THROUGH K

### a. Fireworks Stand

See "Fireworks Regulations of Laramie County, Wyoming," first adopted January 8<sup>th</sup>, 2019, and as amended. Those regulations are hereby incorporated into this rule by reference.

### b. Gas Station

- i. Shall be located on an arterial road. May be accessed by a side road.
- ii. Shall have a minimum lot size of one (1) acre if served by central water or sewer in the urbanized area.
- iii. Shall have a minimum lot size of six (6) acres which is approved by the Laramie County Environmental Health Division for a commercial septic facility in the LU Zoning District.
- iv. Shall have adequate spacing between pump station aisles and the principal structure to allow for customer parking with twenty (20) foot long stalls and a backup length along any outside wall of the structure.
- v. Landscape Plan is required.
- vi. May require landscape buffering dependent upon location.
- vii. All other zoning district regulations and local and state requirements are to be met.

### c. Golf Course

- i. A minimum size of twelve (12) acres. A miniature (mini) golf course is not considered a golf course in these regulations.
- ii. Shall not be accessed by a private road or easement unless approved by Laramie County for infrastructure improvements and emergency access.
- iii. Shall meet all Laramie County Environmental Health Division requirements.
- iv. All other zoning district regulations and local and state requirements are to be met.

### d. Kennel - Commercial

- i. Shall not be located within five hundred (500) feet of a pre-existing dwelling, except that of the owner.
- ii. Shall have an enclosed structure for the animal boarding, or structures, with an outdoor exercise area. Any structure/play area is to be adequately sized for small to large breeds, and for the expected capacity of the facility.
- iii. Open air kennels with temporary structures are prohibited.
- iv. All outdoor areas for kennel occupants shall be enclosed by a minimum of a six (6) foot tall solid wood fence, and shall deter escape over, under or through it.
- v. Landscaping shall be as required by site plan and zoning district standards.
- vi. All other zoning districts and local or state requirements are to be met.





# LARAMIE COUNTY LAND USE REGULATIONS

## 3-1-112 STANDARDS FOR SPECIFIC COMMERCIAL USES – M THROUGH R

### a. Manufactured Home Parks

A manufactured home park is a tract or tracts of land under single or unified ownership used as a location for three (3) or more manufactured homes that are, or are intended to be occupied as dwellings, and which are situated on specific spaces which are not conveyable as separately titled property.

A manufactured home park is a rental land use. Each manufactured home is situated on a particular space and is assigned an address number within the park. The space which the manufactured home occupies is not a lot or tract created through the subdivision process, and while the use is existing, the property where the use is situated shall be ineligible to be subdivided.

These regulations:

- Help to ensure the public health, safety and general welfare of manufactured home park use is upheld.
- Clarify that a tract or tract of land subdivided for the purpose of providing individual lots for manufactured home living is not a manufactured home park. In such cases, each individual lot is subject to all standards of the zoning district in which it is located.
- Declare that existing manufactured home parks which do not meet these standards are nonconforming and may continue to the extent they meet the provisions of 2-2-100 Treatment and Administration for Nonconforming Uses and Structures and 2-2-101 Treatment and Administration for Nonconforming Lot Size.

### i. Establishment of Manufactured Home Parks

- A. Manufactured Home Parks May be established as a Conditional Use Class B in the LU – Land Use, URLD – Urban Residential Low Density, URMD - Urban Residential Medium Density, and the URHD – Urban Residential High Density Zoning Districts. Class B Conditional Uses are approved by the Planning Commission. A site plan shall be submitted upon approval of the use.
- B. May be established through a Commercial Site Plan in the LU – Land Use Zoning District, MU – Mixed Use Zoning District and as allowed in a Planned Unit Development – PUD zoning district.
- C. May be established as a Class C Conditional Use, as part of a mixed commercial/residential development in the CB – Community Business and NB – Neighborhood Business Zoning Districts. All Class C Conditional Uses are approved by the County Commissioners.

### ii. Standards Specific to Manufactured Home Parks

The tract upon which the manufactured home park is to be located shall meet the following minimum lot size requirements:



# LARAMIE COUNTY LAND USE REGULATIONS

Zoning districts served by central water and sewer	Two (2) acres minimum with planned number of spaces which shall meet all setback requirements
Zoning districts not served by central water and sewer	Dependent upon AMEC Overlay and required minimums by State Engineer and Laramie County Environmental Health Division Department

- A. Manufactured home park spaces within any allowable zoning district shall be of sufficient size to uphold the public health and safety of its residents and to ensure that fire hazards are kept to a minimum.
- B. Roads within a manufactured home park are private roads and are required to be privately maintained.
- C. If twelve (12) or more dwelling units are located within a manufactured home park, then there shall be a minimum of two (2) access points. Cul-de-sacs shall not be allowed within a manufactured home park in any location, urban or rural, due to safety needs.
- D. Roads shall be designed according to Title 5, Sections 5-6-109 and 5-5-110.
- E. Sidewalks shall be designed according to Title 5, Section 5-6-113.
- F. Landscaping is required. There are two options:
  - 1. Landscape along the front, side and rear setbacks meeting the requirements of any of the three types of landscape plans.
  - 2. Provide a community gathering area which is ADA compliant with outdoor seating, play area and open space which is a minimum of four thousand (4,000) square feet or one hundred (100) square feet per unit, whichever is larger.
- G. A manufactured home park shall be connected to a central water and sewer system within the urbanized area. A manufactured home park within a rural area shall have sewage facilities approved by the Laramie County Environmental Health Division or in conjunction with Wyoming DEQ. Water facilities are to be approved by the Laramie County Environmental Health Division in conjunction with the Wyoming State Engineer's Office, Wyoming DEQ or the US Environmental Protection Agency.
- H. Adequate street lighting for nighttime security purposes is to be provided, which shall be compliant with the regulations earlier herein on outdoor lighting.
- I. Accessory uses and structures are allowed within a manufactured home park.
- J. Manufactured homes shall not be used as a commercial storage unit. A designated storage area for the residents' use is allowed.
- K. Recreational vehicles shall not be allowed within a manufactured home park as a dwelling unit.
- L. Building Permits and Zoning Approval are required for placement of a manufactured home.
- M. For any sized manufactured home, spacing requirements shall be met. This applies to any manufactured home, including a replacement manufactured home to be



# LARAMIE COUNTY LAND USE REGULATIONS

situated on a specific space. Each space in a manufactured home is to be clearly marked and defined.

### iii. Spacing Requirements for Each Manufactured Home Space

The following table shows two options for spacing at each manufactured home space. The first option is when parking is located at the manufactured home space. The second option is when parking for the manufactured home park resident(s) is provided at a central location.

Spacing Requirements – Parking at Manufactured Home Parks:

Front – facing private road – from the front cross member of the chassis used to transport to the edge of the street. No entrance.	Side – with primary entrance – typical parking location from edge of street	Side – with secondary entrance	Rear – which faces the structural wall of the other unit or property line.
7 feet	20 feet	5 feet	10 feet
Front – facing private road – primary entrance	Side – with secondary entrance – typical parking location from edge of street	Side – with no entrance	Rear - which faces the structural wall of the other unit or property line
7 feet	20 feet	5 feet	10 feet

- A. No manufactured home shall be situated upon any easement providing water, sewer, electric, gas, cable or access.
- B. A traffic study, with recommendations, as part of a commercial site plan or conditional use shall be provided as part of the application for a commercial site plan or conditional use, when the trip generation is expected to exceed one hundred (100) or more trips during any hour, or two hundred (200) trips per day, as determined by the County. Recommendations may be required to be incorporated with the commercial site plan and may be a condition of approval for a conditional use.
- C. A drainage study and drainage plans are required as part of the site plan or conditional use. A waiver for the drainage study may be granted by the County if the property meets the waiver requirements set forth by Public Works Standards.

#### a. Mixed Commercial/Residential Developments

Mixed residential/commercial development combines the two types of land use into a single unified project. It may occur within a structure, or within separate structures. It typically takes on the form and the requirements of a Planned Unit Development – PUD.



# LARAMIE COUNTY LAND USE REGULATIONS

## b. Quarries

A land use open pit excavation where sand, stone, gravel or other minerals are dug out and separated from rock. It shall be a development action within the LU – Land Use Zoning District. Its review and decision-making are subject to stipulated public notice and public hearing requirements, as shown in these regulations. As a conditional use, a quarry is subject to 3-1-101 Property Use, C. Conditional Use Requirements and Standards.

- i. The applicant is to provide the expected life span, an operations summary, and reclamation plan as part of the application process.
- ii. Any principal structure shall have a minimum fifty (50) foot distance from any property line.
- iii. All parking spaces for employees, equipment and haul trucks shall be located on site.
- iv. The property boundary of lease area shall be at least one thousand (1,000) feet from nearest residence, not to include the owner.
- v. Operations are limited to daytime only.
- vi. All lighting shall be facing inward.
- vii. Dust mitigation, determined by Public Works, may be required on County Road haul routes.
- viii. Signal system for blasting to be easily heard within one (1) mile.
- ix. No fly rock to leave property.
- x. Mining area shall have a berm around it, sized to mitigate runoff.
- xi. The quarry is to be a minimum of one hundred (100) feet away from any public right-of-way, unless otherwise stipulated.
- xii. Applicant may be required to enter into a Developer Agreement with Laramie County concerning the designation and maintenance of County roads being used as haul routes, based upon Public Works requirements.
- xiii. All required permits from the Wyoming Department of Environmental Quality are required to be approved prior to operation.
- xiv. Reclaim the quarry as required by the State of Wyoming.
- xv. The extraction process shall demonstrate it will not potentially damage or contaminate any public, private, residential, or agricultural water supply source.
- xvi. All local, state, and federal requirements are to be followed.

## c. Offices as Conditional Uses

- i. Shall be on a lot of adequate size to fit the purpose of the office beyond minimum lot size.
- ii. Shall be limited to the owner and up to three (3) employees.
- iii. Shall provide parking for all those working and the expected amount of clientele on the site.
- iv. Shall have a landscape plan.
- v. All exterior lighting shall face inward to the site.



# LARAMIE COUNTY LAND USE REGULATIONS

## d. Racetracks

- i. A tract sized to the type of racing, its design, audience capacity, with on-site parking for customers, participants and vendors.
- ii. It is to be located on and have direct access to a major roadway. It shall not be located on a private road or private easement.
- iii. The property boundary shall be within one (1) mile of Interstate 25 or Interstate 80.
- iv. Its property boundaries shall be at least one-half (.5) mile to the property boundaries of any residence, school or church.
- v. Applicant is to demonstrate how noise is to be mitigated.
- vi. All other zoning district and local and state requirements are to be met.

## e. Resorts

A resort is a land use that is a popular destination for recreation, vacation or which serves a particular purpose.

There are no spacing requirements between resorts due to its major attraction, its ability to serve as a destination and the market forces which shape the demand for resorts.

- i. Shall be a minimum size of ten (10) acres.
- ii. Shall be served by central water and central sewer or approvals by the State Engineers Office for Well and Department of Environmental quality for sewage treatment.
- iii. Shall have frontage along Interstate 25 or Interstate 80 or be within one-half (.5) mile located along a major roadway.
- iv. Shall have a major attraction, recreational attractions and activities, both indoor and outdoor.
- v. Shall have commercial activities which shall include restaurants, services and retail shops.
- vi. Shall have at least one hundred (100) motel rooms.
- vii. Shall contain passive and active open space areas for visitors of at least ten (10) percent of the total area of the property used a resort.
- viii. Outdoor arenas and show barns are allowed.
- ix. Shall have paved roads and sidewalks.
- x. May provide an RV Campground.
- xi. The development requires approval from the Board of County Commissioners through any or all of the following: zone change, commercial site plan, Class C conditional Use.
- xii. Landscaping is required.
- xiii. Screening and buffering may be required.
- xiv. Adequate parking spaces for employees, guests and customers shall be provided.
- xv. Sign regulations shall be adhered to.
- xvi. Shall adhere to all local, state and federal requirements which pertain to the resort.



# LARAMIE COUNTY LAND USE REGULATIONS

## 3-1-113 STANDARDS FOR SPECIFIC COMMERCIAL USES – S THROUGH Z

### a. Schools - Primary and Secondary

- i. Primary and secondary schools are to be situated on property large enough to successfully locate all structures, parking areas, bus parking areas, and all outdoor areas used by students.
- ii. Parking at a level to accommodate staff, any students as appropriate, visitors for a primary or secondary school showing rationale, required ADA parking.
- iii. Bus access with drop-off and pickup zone(s).
- iv. All other zoning district regulations and local and state requirements are to be met.

### b. Shooting Sports Range

The 2023 National Rifle Association Shooting Range Manual is adopted by reference for inclusion into these standards. It is located at the Planning and Development Department for reference.

- i. An appropriately sized tract for the type of armament used and its shooting: long-range, short-range or intermediate, is required.
- ii. An appropriately sized backdrop for the type of shooting is required.
- iii. Hours of operation are only in daylight hours.
- iv. The boundary of the outdoor shooting range shall be located no closer than one-half (.5) mile from the boundary line to a residence, school, or church.
- v. The construction of sound barriers appropriate to the type of shooting shall be installed, as shown in the NRA range manual standards.
- vi. A sports shooting range is to be built and maintained such that it adheres to safety standards equal to or more rigorous than the construction standards in the range manual published by the National Rifle Association.
- vii. All other applicable zoning district regulations, as well as other local and state requirements, shall be met.

### c. Towers

The following table provides standards for tower types:

Tower Types	Wireless Communication, Common Carrier, Cell, Radio, TV, Microwave and MET Tower	Other on-site project related to the tower and HAM Radio, but not MET Tower	Other types: rooftop cell site
<b>Standards:</b>			
Accessory Use in all zoning districts	MET Towers are only allowed in LU. All Others - Yes	Yes	Yes
Simple Site Plan Required	Yes – All types	No	Not if situated on existing structure.
Adding antenna or maintenance on	No	No	No



# LARAMIE COUNTY LAND USE REGULATIONS

tower/sight without increasing height requires commercial site plan			
Building Permit Required	Yes – All types	Yes	Yes
Tower height is setback to all property lines	Yes – All types	Yes	Yes
Seven (7) foot fence enclosing tower site and equipment	Yes – All types	No	Not apply
Disguising is encouraged	MET Tower shall not be disguised. Must meet FAA standards. Yes – for all others.	No	Yes
Shall meet FAA guidance for markings and lighting	Yes – All types	If applicable	Yes
Shall adhere to Airport Overlay District requirements	Yes – All types	If applicable	Yes

- i. The setback for the tower to all property lines shall be the height of the tower. There shall be no administrative adjustment or variance allowed for this requirement.
- ii. There shall be no less than a six (6) foot fence enclosing the site.
- iii. Shall meet all FAA guidance for safety markings and lighting.
- iv. A building permit shall be required.
- v. It is subject to the Airport Overlay District requirements.

## d. Wireless Communication Towers

Wireless Communication Towers are vital to communication. It is considered necessary infrastructure like roads, water, sewer and electricity. Wireless communication towers may be a principal or accessory use within any zoning district.

Wireless Communication towers require a Simple Site Plan and are subject to all its requirements.

- i. The setback for the tower to all property lines shall be the height of the tower. There shall be no administrative adjustment or variance allowed for this requirement.
- ii. There shall be no less than a six (6) foot fence enclosing the site.
- iii. Disguising the tower is encouraged.
- iv. Shall adhere to the requirements of the Airport Overlay District.



## LARAMIE COUNTY LAND USE REGULATIONS

- v. Shall meet all FFA guidance for safety markings and lighting.
- vi. A building permit is required.
- vii. The addition of antennas on an existing tower, or maintenance/equipment change out on the tower site shall not require a site plan if the tower height is not increased.





# LARAMIE COUNTY LAND USE REGULATIONS

TITLE 4 SUBDIVISION REGULATIONS .....	3
CHAPTER 1 – GENERAL .....	3
4-1-100 PURPOSE AND ADMINISTRATION .....	3
4-1-101 WYOMING LICENSED SURVEYOR AND WYOMING LICENSED ENGINEER REQUIREMENT .....	3
4-1-102 VACATION: SUBDIVISION PLAT OR ANY PART OF SUBDIVISION PLAT	3
4-1-103 LAND DIVISION TYPES .....	4
4-1-104 INSTRUCTION, PROCESSES AND REQUIREMENTS .....	4
4-1-105 SUBDIVISION NAMING .....	4
4-1-106 SUBDIVISION EXEMPTIONS .....	4
4-1-107 ADMINISTRATIVE MANAGEMENT OF SUBDIVISION EXEMPTIONS .....	7
CHAPTER 2 – MODEST PLATS .....	8
4-2-100 MODEST PLAT APPLICABILITY AND TYPES .....	8
4-2-101 INSTRUCTIONS AND PROCESSES FOR MODEST PLATS .....	8
4-2-102 MODEST PLAT: SIMPLE SUBDIVISION ON UNPLATTED PARCEL .....	10
4-2-103 MODEST PLAT: LOT LINE ADJUSTMENTS WITHIN RECORDED SUBDIVISIONS .....	10
4-2-104 MODEST PLAT: EASEMENT MODIFICATION WITHIN RECORDED SUBDIVISION .....	12
CHAPTER 3 – CORRECTED PLATS .....	14
4-3-100 CORRECTED PLATS .....	14
CHAPTER 4 – PRELIMINARY SUBDIVISION PLANS .....	15
4-4-100 PRELIMINARY SUBDIVISION PLAN (PSP) FOR MAJOR SUBDIVISION	15
4-4-101 PRELIMINARY SUBDIVISION PLAN: REVIEW STANDARDS AND PLAN MAP CONTENT .....	16
CHAPTER 5 – SUBDIVISION PERMIT AND PLAT .....	20
4-5-100 SUBDIVISION PERMIT AND PLAT REQUIREMENTS .....	20
4-5-101 SUBDIVISION PERMIT AND PLAT REQUIREMENTS – LARGE ACREAGE SUBDIVISIONS .....	21



# LARAMIE COUNTY LAND USE REGULATIONS

4-5-102 PLAT CONTENT REQUIREMENTS .....	23
4-5-103 DEVELOPMENT DESIGN STANDARDS FOR SUBDIVISIONS .....	39
4-5-104 CONFORMANCE WITH LARAMIE COUNTY PUBLIC WORKS REGULATIONS.....	43
4-5-105 WORK IN PUBLIC RIGHT-OF-WAY .....	43
4-5-106 PROPERTY ACCESS.....	43
4-5-107 WATER AND SEWER FOR DEVELOPMENT PURPOSES .....	44
4-5-108 ROAD MAINTENANCE .....	44
4-5-109 REQUIRED PUBLIC IMPROVEMENTS FOR ALL SUBDIVISIONS .....	44
4-5-110 SUBDIVISION PUBLIC IMPROVEMENTS .....	45
4-5-111 BUILDING PERMITS .....	46
4-5-112 COMMUNITY FACILITY FEES FOR SUBDIVISIONS .....	46
4-5-113 PUBLIC SAFETY FEES FOR SUBDIVISIONS .....	47
CHAPTER 6 – VARIANCES .....	53
4-6-100 SUBDIVISION REGULATION VARIANCES .....	53



# LARAMIE COUNTY LAND USE REGULATIONS

## TITLE 4 SUBDIVISION REGULATIONS

### CHAPTER 1 – GENERAL

#### 4-1-100 PURPOSE AND ADMINISTRATION

- a. The subdivision regulations are designed to protect the health, safety, and general welfare of all unincorporated Laramie County. Laramie County enforces the standards and requirements contained in the regulations utilizing the authority and limitations of the Wyoming State Statutes.
- b. The subdivision regulations require mapping with survey reference points so tracts may be accurately located within space. This is essential for access, addressing, emergency services, law enforcement, obtaining a building permit, as well as to protect title to the land.
- c. These regulations include standards related to roads and streets, access for ingress and egress, drainage and stormwater management, grading, erosion and sediment control, floodplain management, utilities, traffic control devices, mailbox installation and other infrastructure necessities.

#### 4-1-101 WYOMING LICENSED SURVEYOR AND WYOMING LICENSED ENGINEER REQUIREMENT

A Wyoming Licensed Surveyor and/or a Wyoming Licensed Engineer, according to the rules and regulations of the Wyoming Board of Professional Engineers and Professional Land Surveyors, shall be the only parties to prepare a record of survey, preliminary subdivision plan, or any plat or map that requires recording in order for the development action to be of record under these regulations.

#### 4-1-102 VACATION: SUBDIVISION PLAT OR ANY PART OF SUBDIVISION PLAT

- a. The vacation of lots within a recorded subdivision approved by the Board of County Commissioners (BOCC), or portions thereof, shall only be decided by the Board of County Commissioners.
- b. A vacation may occur within the same timeframe as the submittal of a lot line adjustment and easement modification within a recorded subdivision. It also may occur with a minor subdivision, major subdivision, large acreage subdivision, or other development actions or projects. It requires public notice by posting property, a legal ad in the newspaper, and a notice letter to area property owners.
- c. All vacations of subdivision plats or portions thereof shall be carried out in accordance with Wyoming Statutes 34-12-106 through 34-12-111.
- d. The division of land, including new lots and lot line adjustments within each type of subdivision, shall be subject to the requirements of these Subdivision Regulations.



# LARAMIE COUNTY LAND USE REGULATIONS

## 4-1-103 LAND DIVISION TYPES

Types of divisions of land in Laramie County include:

- a. Subdivision exemptions which adhere to state statutes and are of any size.
- b. Modest Plats, which are either approved administratively or by the Board of County Commissioners. The subtypes are: Simple Subdivision on unplatted land of which the remaining portion is 80 acres or more, along with a Lot Line Adjustment and Easement Modification within recorded subdivisions.
- c. Minor subdivisions, containing up to nineteen (19) tracts, which are required to obtain a Subdivision Permit and Plat approval.
- d. Major subdivisions, containing twenty (20) lots or more, which are required to have an approved Preliminary Subdivision Plan prior to applying for Subdivision Permit and Plat approval.
- e. Large acreage subdivisions, a subtype of any of the above in this subsection, with tracts ranging from thirty-five (35) to eighty (80) acres.

## 4-1-104 INSTRUCTION, PROCESSES AND REQUIREMENTS

Each type of land division is subject to the instruction, processes, and requirements contained within these regulations to uphold the health, safety, and general welfare of Laramie County. All other local standards including those of the Laramie County Environmental Health Division, the South Cheyenne Water and Sewer District, or any legally created Water and Sewer District shall be adhered to, where applicable. All subdivisions shall comply with the requirements of the Wyoming State Engineer's Office for water supply. All subdivisions of six (6) lots or more shall comply with the standards of the State Department of Environmental Quality and Laramie County for water resource protection and erosion control. All subdivisions shall comply with all state statutes including construction of perimeter fencing, as shown in WS 11-28-106, effective in 2023.

## 4-1-105 SUBDIVISION NAMING

The name of a plat shall not be approved if the name duplicates or could be confused with the name of a subdivision of record or with a subdivision proposal under current review.

## 4-1-106 SUBDIVISION EXEMPTIONS

The following are exempt subdivisions under W.S. § 18-5-303, current through the date of promulgation of these regulations. Applicants are encouraged to check for updates after that time.

### *a. Family Exemptions*

A division of land made outside of platted subdivisions for the purpose of a single gift or sale to a member of the landowner's immediate family, subject to the following requirements:

- i. A member of the immediate family is limited to any person who is a natural or adopted child, stepchild, spouse, sibling, grandchild, grandparent or parent of the landowner;



## LARAMIE COUNTY LAND USE REGULATIONS

- ii. The purpose of the division is to provide for the housing, business or agricultural needs of the grantee;
- iii. The land shall have been titled in the name of the grantor, or in the name of a trust controlled by the grantor, for a combined period prior to the division of not less than five (5) years for land titled before February 27, 2019, or ten (10) years for land titled on or after February 27, 2019. Parcels created under this paragraph shall be titled in the name of the immediate family member for whom the division is made for a period of not less than five (5) years, or for not less than one (1) year if the parcel was created before February 27, 2019, unless the parcels are subject to involuntary transfer including, but not limited to, foreclosure, death, judicial sale, condemnation or bankruptcy;
- iv. No parcel smaller than five (5) acres created under this paragraph shall be further divided unless the owner obtains a subdivision permit pursuant to W.S. 18-5-304;
- v. Where the landowner is a business entity and eighty percent (80%) of the ownership interest or shares in the business entity are held by, or in the name of a trust controlled by, individuals related by blood or marriage, the sale or gift may be made subject to the provisions of this section to an immediate family member of any shareholder who has owned at least five percent (5%) of the outstanding shares for at least five (5) years continuously before the date of the sale or gift.

### *b. Court Ordered Exemptions*

A division which may be created by any court of this state pursuant to the law of eminent domain, by operation of law or by order of any court in this state, except that this paragraph shall not exempt a partition of real property pursuant to W.S. 1-32-101 through 1-32-122 from compliance with this article if the division would otherwise be subject to the provisions of this article.

### *c. Deed-Related and Right-of-Way Exemptions*

A division which is created by a lien, mortgage, deed of trust or any other security instrument, easements and rights-of-way.

### *d. City Exemptions*

Lands located within incorporated cities or towns.

### *e. State and Political Subdivision Exemptions*

A division which is created by the sale or other disposition of land to the State of Wyoming or any political subdivision thereof.

### *f. Railroad Exemptions*

A division which affects railroad rights-of-way.

### *g. Agricultural Exemptions*

A division which is a sale or other disposition of land for agricultural purposes or affects the alignment of property lines for agricultural purposes.



# LARAMIE COUNTY LAND USE REGULATIONS

## *h. Lot-Line Adjustment Exemptions*

A division which is created by boundary line adjustments where the parcel subject of the sale or other disposition is adjacent to and merged with other land owned by the grantee.

## *i. Cemetery Exemptions*

A division which creates cemetery lots.

## *j. Spousal Exemptions*

A division which is created by the acquisition of an interest in land in the name of the husband and wife or other persons in joint tenancy or as tenants in common, and the interest shall be deemed for purposes of this subsection as only one (1) interest.

## *k. Utility Exemptions*

A division of land creating a parcel of five (5) acres or less for the purpose of establishing unmanned communication facilities, compressor stations, metering stations, fiber optic booster stations or similar unmanned facilities.

## *l. Cluster Development Exemptions*

A division which creates a cluster development pursuant to and in accordance with article 4 of this chapter.

## *m. Nonconforming Exemptions*

The sale or disposition of separate parcels of land that were separate when lawfully created or conveyed and which have not been combined by a recorded instrument of conveyance signed by all of the owners.

## *n. 35-Acre Exemptions*

- i. Except as provided in W.S. 18-5-316, this article shall not apply to the sale or other disposition of land where the parcels involved are thirty-five (35) acres or larger, subject to the requirement that ingress and egress and utility easements shall be provided to each parcel by binding and recordable easements of not less than forty (40) feet in width to a public road unless specifically waived by the grantee or transferee in a binding and recordable document.
- ii. This subsection of state statute is hereby pre-empted by these regulations, which enforce these rules upon Large Acreage Subdivisions of size up to 80 acres pursuant to W.S. 18-5-316(a).
- iii. All newly-created lots of 80 acres or more in size may still qualify for this exemption following passage of these regulations.
- iv. Any large acreage subdivision as defined in this regulation which only creates lots that will access only from existing publicly dedicated and maintained rights-of-way shall be exempt from this provision and not subject to section 4-5-101 of this regulation.



# LARAMIE COUNTY LAND USE REGULATIONS

## 4-1-107 ADMINISTRATIVE MANAGEMENT OF SUBDIVISION EXEMPTIONS

Subdivision exemptions are administratively managed by Laramie County acting to ensure compliance with state statutes. A subdivision exemption shall only be verified to meet all statutory requirements. It shall not receive formal approval from the County.

## 4-1-108 SUBDIVISION EXEMPTION: DOCUMENTATION, PROCESS, AND CERTIFICATION

Subdivision exemptions shall receive administrative certification that the application qualifies as exempt under state statutes in order to be recorded with the County Clerk's office.

The following process and documentation are required for all subdivision exemptions:

- a. A pre-application meeting is required to provide guidance.
- b. An application is provided by the grantor with the following documentation:
  - i. An Affidavit signed and notarized by each grantor and each grantee who are parties to the subdivision exemption, serving as conclusive evidence that the exempt subdivision is done for one of the purposes outlined in statute.
  - ii. A copy of the existing deed(s) to the property.
  - iii. A copy of the proposed deed(s) to the property with new legal description(s).
  - iv. If available, a Record of Survey
  - v. If available, a Digital Shape File of the Record of Survey.
  - vi. Any other documents deemed necessary to prove the subdivision qualifies as exempt.
- c. All documentation shall be reviewed by the Assessor, County Attorney, Real Estate, GIS and Planning.
- d. When any outstanding issues are resolved, Planning shall administratively certify the Affidavit of Subdivision Exemption as meeting state statutes and notify the applicant.
- e. Upon certification of qualification, the applicant may record the Affidavit of Subdivision Exemption, the Record of Survey, and the new deed or deeds with the County Clerk's office.

**\*\*\*END OF CHAPTER 1 – GENERAL\*\*\***



# LARAMIE COUNTY LAND USE REGULATIONS

## CHAPTER 2 – MODEST PLATS

### 4-2-100 MODEST PLAT APPLICABILITY AND TYPES

Modest plat eligibility, procedures, and review are aimed at modifications to legal boundaries, easements, and property title for proper and secure recording. The adjustments shall have no measurable impacts on public facilities or infrastructure. The adjustments are also to be within the ownership/development patterns which show conformance with the Laramie County Comprehensive Plan.

A modest plat shall require no new dedication of right-of-way, streets or public areas, shall not alter the layout of existing streets, and shall not include any area anticipated for dedication as a right-of-way, street or public area.

A modest plat requires public notice for all subtypes. There may or may not be a public hearing required, dependent upon land status and recording history. The final decision may be administrative, or it may be made by the Board of County Commissioners, dependent upon land status and recording history. A review and recommendation by the Laramie County Planning Commission shall not be required for any modest plat.

There are three subtypes of modest plats:

- a. A Simple Subdivision allows one (1) tract to be created from an unplatted parcel of land of which the remaining portion shall be larger than 80 acres, no more than once every three (3) years. It shall be administratively approved.
- b. A Lot Line Adjustment allows an alteration to the boundaries of tracts previously recorded, with no new tract being created. It shall be either approved administratively or by the Board of County Commissioners, dependent upon land status and recording history.
- c. An Easement Modification allows modifications to, or the addition of easements, with no new tract created, which is necessary for development to occur. It shall impact public facilities in the same or similar manner as the previously approved development action with no negative impacts. An easement modification shall not allow any structure, existing or proposed, to be located within any easement. It shall be either approved administratively or by the Board of County Commissioners, dependent upon land status or recording history.

### 4-2-101 INSTRUCTIONS AND PROCESSES FOR MODEST PLATS

The following table provides instruction about the types of modest plats and the decision-making process. Sections which follow give the specific details about requirements:





# LARAMIE COUNTY LAND USE REGULATIONS

<b>Process</b>	<b>Simple Subdivision on Unplatted Parcel</b>	<b>Lot Line Adjustment within recorded subdivision</b>	<b>Easement Modification within recorded subdivision</b>
Pre-application meeting required	Yes	Yes	Yes
Vacation requirement as necessary to approve plat	No	Yes	Yes
Complete application with initial fees	Yes	Yes	Yes
Public notice: neighbor letter, property posting and legal ad	Yes	Yes	Yes
Agency review and problem-solving	Yes	Yes	Yes
Vacation decision by County Commissioners if applicable at public hearing	No	<p>Yes – if recorded subdivision was approved by County Commissioners.</p> <p>-----</p> <p>No – if otherwise.</p> <p>Administrative Approval</p>	<p>Yes – if recorded subdivision was approved by County Commissioners.</p> <p>-----</p> <p>No – if otherwise</p> <p>Administrative Approval</p>
Approval after all fees paid	Yes	Yes	Yes
Recording by owner within 6 months after approval	Yes	Yes	Yes



# LARAMIE COUNTY LAND USE REGULATIONS

## 4-2-102 MODEST PLAT: SIMPLE SUBDIVISION ON UNPLATTED PARCEL

One (1) tract may be created on an unplatted parcel, with the remaining portion being eighty (80) acres or more, every three (3) years as a Simple Subdivision. The three (3) year requirement is calculated using the anniversary recording date of the previous simple subdivision on the same unplatted parcel.

Any lot, tract, or parcel within a recorded subdivision shall not be eligible for a simple subdivision. Instead, a minor subdivision shall be required.

Requirements for a simple subdivision are as follows.

- a. The Simple Subdivision is subject to the instructions provided in 4-2-101. A complete application with initial fees is required to determine its eligibility.
- b. Requirements for plat content shall adhere to 4-5-102.
- c. The simple subdivision is subject to all zoning, public works, and all other local and state regulations.
- d. Public notice is required by neighbor notice letter(s), property posting by the applicant at each boundary line facing a public road or private access easement, and a legal ad in a newspaper as shown by Section 1-3-100 of these regulations.
- e. The neighbor notice letter shall be provided to property owners within a distance subject to the requirements of Section 1-3-104 of these regulations.
- f. The agency review process shall ensure compliance with the standards of these regulations.
- g. The applicant shall provide three (3) original mylars and one (1) paper copy of the simple subdivision plat for signature approval by the Planning Director and Public Works Director. Each signature on the plat shall be notarized.
- h. The applicant shall be responsible for recording the simple subdivision plat and any other required documents to have a legal lot.
- i. Should the simple subdivision administrative plat not be recorded within six (6) months from the approval date by the Planning Director and the Public Works Director, it automatically is null and void. An extension may be granted for recording by the Planning Director for up to thirty (30) days, if the applicant makes a written extension request prior to the stated deadline.

## 4-2-103 MODEST PLAT: LOT LINE ADJUSTMENTS WITHIN RECORDED SUBDIVISIONS

A lot line adjustment between or among contiguous lots within a recorded subdivision is a type of modest plat. No new tracts shall be created. A lot line adjustment shall not have any tract which fails to meet the minimum size requirements or results in nonconforming setbacks for existing structures.

Lot line adjustments within recorded subdivisions shall adhere to Wyoming Statutes 34-12-106 and 18-5-304. Vacation of the tracts which are part of the lot line adjustment modest plat shall be required to use one of the two following methods. Both methods require that the lots shall be vacated prior to approval of the plat:



# LARAMIE COUNTY LAND USE REGULATIONS

## *a. Administrative approval*

Any subdivision plat recorded at the Laramie County Clerk's Office prior to the enactment of Subdivision Regulations within Laramie County shall contain a Vacation Statement which indicates the portion of the existing plat to be vacated for the purpose of the lot line adjustment.

Public notice requirements apply but there is no public hearing.

## *b. County Commissioner Approval*

Any subdivision plat recorded at the Laramie County Clerk's Office that was approved by the Laramie County Board of County Commissioners shall contain a Vacation Statement which is approved by the Board of County Commissioners at a public hearing prior to approving the lot line adjustment. Public notice requirements applicable to public hearings apply.

## *c. General Requirements*

The requirements for a lot line adjustment within a platted subdivision are as follows:

- i. The Lot Line Adjustment is subject to the instruction provided in Section 4-1-104. A complete application with initial fees is required to determine its eligibility.
- ii. Requirements for plat content shall adhere to 4-5-102.
- iii. The lot line adjustment is subject to all zoning, public works and all other local and state regulations.
- iv. Public notice is required by neighbor notice letter, property posting by the applicant at each boundary line facing a public road or private access easement, and a legal ad in a newspaper as shown by Section 1-3-100 of these regulations.
- v. The neighbor notice letter is provided to property owners within a distance subject to the requirements of Section 1-3-104 of these regulations.
- vi. The agency review process ensures compliance with the standards of these regulations, and to troubleshoot those regulatory problems that may be associated with the administrative plat.
- vii. The applicant shall provide three (3) original mylars and one (1) paper copy of the lot line adjustment in the following manner. Plat contents shall adhere to the subdivision standards.
  - A. For lots in a recorded subdivision not approved by the Board of County Commissioners, there is signature approval by the Planning Director and Public Works Director. Each signature on the plat shall be notarized.
  - B. For lots in a recorded subdivision approved by the Board of County Commissioners there is signature approval by the Chairperson of the Board of County Commissioners which is attested by the County Clerk.
- viii. The applicant shall be responsible for recording the lot line adjustment plat and any other required documents to have legal lots.
- ix. Should the lot line adjustment plat not be recorded within six (6) months from the approval date it automatically is null and void. An extension may be granted for



# LARAMIE COUNTY LAND USE REGULATIONS

recording by the Planning Director for up to 30 days, if the applicant makes a written extension request prior to the stated one (1) year deadline.

## 4-2-104 MODEST PLAT: EASEMENT MODIFICATION WITHIN RECORDED SUBDIVISION

An Easement Modification allows modifications to, or the addition of easements, with no new tract created, which is necessary for development to occur. It shall impact public facilities in the same or similar manner as the previously approved development action with no negative impacts. An easement modification shall not allow any existing or proposed structure to be located within any easement.

Vacation of the easements(s) which are part of the easement modification shall be required to use one of the two following methods, based upon Wyoming Statutes 34-12-106 and 18-5-304. Both methods require that the easement(s) shall be vacated prior to approval of the easement modification and public notice requirements shall apply in both instances:

### *a. Administrative Approval*

Any subdivision plat recorded at the Laramie County Clerk's Office prior to the enactment of Subdivision Regulations within Laramie County shall contain a Vacation Statement which indicates the easement(s) being vacated for the purpose of the easement modification.

Public notice requirements apply but there is no public hearing.

### *b. County Commissioner Approval*

Any subdivision plat recorded at the Laramie County Clerk's Office that was approved by the Laramie County Board of County Commissioners shall contain a Vacation Statement which is approved by the Board of County Commissioners prior to approving the easement modification at a public hearing.

### *c. General Requirements*

The requirements for an easement modification within a recorded subdivision are as follows:

- i. The easement modification is subject to the instruction provided in 4-1-104. A complete application with initial fees is required to determine its eligibility and to ensure that it receives the protection of not being subject to any new requirements.
- ii. Requirements for plat content shall adhere to 4-5-102.
- iii. The easement modification is subject to all zoning, public works, and all other local and state Requirements.
- iv. The neighbor notice letter is provided to property owners within a distance subject to the requirements of Section 1-3-104 of these regulations.
- v. The agency review process ensures compliance with the standards of these regulations, and to troubleshoot those regulatory problems that may be associated with the easement modification.



## LARAMIE COUNTY LAND USE REGULATIONS

- vi. The applicant shall provide two (3) original mylars and one (1) paper copy of the easement modification in the following manner. Plat contents shall adhere to subdivision standards.
  - A. For easements in a recorded subdivision not approved by the Board of County Commissioners there is signature approval by the Planning Director and Public Works Director. Each signature on the plat shall be notarized.
  - B. For easements in a recorded subdivision approved by the Board of County Commissioners signature approval by the Chairperson of the Board of County Commissioners which is attested by the County Clerk.
- vii. The applicant shall be responsible for recording the easement modification plat and any other required documents to have the easement modification take effect.
- viii. Should the easement modification plat not be recorded within six (6) months from the approval date, it automatically is null and void. An extension may be granted for recording by the Planning Director for up to thirty (30) days, if the applicant makes a written extension request prior to the stated deadline.

**\*\*\* END OF CHAPTER 2 – MODEST PLATS\*\*\***



# LARAMIE COUNTY LAND USE REGULATIONS

## CHAPTER 3 – CORRECTED PLATS

### 4-3-100 CORRECTED PLATS

If, after the approval and recording of a subdivision plat, errors are found in the language, numbers, placement of easements or lot sizes, or any legal description on the recorded plat, the applicant shall submit a properly signed, corrected original mylar with the Planning and Development Department. The plat shall be noted CORRECTED PLAT under the name of the subdivision.

Notations shall be made on the face of the plat listing all corrections made and the file and map numbers where the original plat was recorded. The Planning and Development Department shall review the plat for correctness, and the applicant shall secure all signatures, other than the public officials, on the corrected plat, and present the plat to the Board of County Commissioners for the reaffirmation of their approval and to the County Clerk's Office for recording.

The proper legal instrument vacating the original plat shall be submitted for recordation in the County Clerk's Office at the time of recording the corrected plat. If there are only minor corrections needed, and the Planning and Development Department approves an "Affidavit Affecting Real Property" pursuant to Wyoming State Statute 34-11-101 then those minor corrections may be made.

Public notice is not a requirement for a Corrected Plat. However, reasonable time shall be given for the Planning and Development Department to review the plat and for the placement of the corrected plat on a County Commissioner Meeting Agenda.

**\*\*\*END OF CHAPTER 3 – CORRECTED PLATS\*\*\***



# LARAMIE COUNTY LAND USE REGULATIONS

## CHAPTER 4 – PRELIMINARY SUBDIVISION PLANS

### 4-4-100 PRELIMINARY SUBDIVISION PLAN (PSP) FOR MAJOR SUBDIVISION

A preliminary subdivision plan (PSP) shall be required for all subdivisions containing twenty (20) lots or more.

The preliminary subdivision plan is the first review and approval step for a major subdivision. A preliminary subdivision plan shall be required to have the approval of the Laramie County Planning Commission prior to applying for a Subdivision Permit and Plat as a major subdivision. No major subdivision shall be able to concurrently apply for Preliminary Subdivision Plan approval and a Subdivision Permit and Plat approval.

The preliminary subdivision plan shall provide the necessary mapping, information, studies, and data which shows that the proposal meets all the applicable requirements. The preliminary subdivision plan shall demonstrate through the requirements that the proposed subdivision functions to uphold the public health, safety and general welfare of Laramie County.

A preliminary subdivision plan shall expire three (3) years from the date of approval by the Planning Commission. A preliminary subdivision may have phases that are to be developed over no more than a three (3) year period. Any phase or phases which have not applied for a subdivision permit and plat within three (3) years, regardless of the total number of lots in any phase or phases, shall require a new preliminary subdivision plan.

#### *a. General Requirements*

- i. The preliminary subdivision plan shall comply with the Zoning requirements, Subdivision standards, Public Works requirements, Laramie County Environmental Health rules, South Cheyenne Water and Sewer District standards as applicable, and all applicable state statutes.
- ii. The applicant shall retain the necessary licensed professional services to fulfill the requirements of these regulations as shown by these regulations. There shall be an Engineer of Record.
- iii. Acknowledgement that a developer agreement may be required under Title 5, Public Infrastructure of these regulations.
- iv. Acknowledgement of community facilities and public safety fees to be paid prior to recording the plat, which occurs after approval of the plat by the Board of County Commissioners.

#### *b. Process*

- i. A pre-application meeting shall be required to ensure the applicant understands all Subdivision, Public Works, Zoning, and all other local and state requirements associated with the proposal.





## LARAMIE COUNTY LAND USE REGULATIONS

- ii. A complete application with initial fees is required to determine its eligibility. The application, required narrative with attachments mentioned in this section, and preliminary subdivision plan map make up a complete application.
- iii. Public notice is required by neighbor notice letters, property posting by the applicant at each boundary line facing a public road or private access easement, and a legal ad in a newspaper as required by Section 1-3-100 of these regulations.
- iv. An agency review is carried out with the preliminary subdivision plan to ensure compliance with the requirements and to troubleshoot problems.
- v. The Planning Commission shall conduct a public hearing on the preliminary subdivision plan no earlier than the date shown in the newspaper legal notice.
- vi. After the public hearing the Planning Commission shall approve, approve with modifications, or deny the approval of the preliminary development with written rationale connected to the subdivision regulations.
  - A. Approval of the preliminary subdivision plan by the Planning Commission then provides the applicant with the authority to proceed with a Subdivision Permit and Plat application.
  - B. Approval with modifications to the preliminary subdivision plan by the Planning Commission requires the applicant to make such modifications. The Planning Commission may direct Planning Staff to review and confirm that the modifications have been made prior to a submittal for a Subdivision Permit and Plat. Planning Staff shall inform the Planning Commission at an upcoming meeting of the results, or the Planning Commission may require the applicant to present the modified preliminary subdivision plan at an upcoming meeting. In both instances the modifications shall show with the preliminary subdivision plan before an application can be received by Planning for a Subdivision Permit and Plat.
  - C. If the preliminary subdivision plan is denied approval, the applicant can resubmit to follow requirements or appeal the Commission's decision to a court of competent jurisdiction.

### *c. Limitations of Approval*

Approval of a Preliminary Subdivision Plan shall be for three (3) years for all phases. Should any phase not apply for a Subdivision Permit and Plat at the end of the three (3) years then a new Preliminary Subdivision Plan must be submitted.

### **4-4-101 PRELIMINARY SUBDIVISION PLAN: REVIEW STANDARDS AND PLAN MAP CONTENT**

All standards shall be met to approve a preliminary subdivision plan. A complete application package along with payment of initial fees is required to initiate the project. Plat content shall be adhered to.



# LARAMIE COUNTY LAND USE REGULATIONS

## *a. Review Component Standards*

- i. The preliminary subdivision plan shall meet all of the general requirements.
- ii. There are three (3) review components of the preliminary subdivision plan which are part of the application package.
  - A. Application with acknowledgements.
  - B. A narrative with maps and attachments.
  - C. The Preliminary Subdivision Plan Map.

## *b. Narrative*

The narrative shall explain the purpose of the subdivision proposal, provide applicant, owner and agent contact information, location of proposal, zoning district, total acreage, number of lots and proposed uses. The following are attachments to the narrative:

- i. All subdivisions of six (6) or more proposed lots shall apply for a Wyoming DEQ Review for Water Quality Rules and Regulations, Chapter 23 and Wyoming Statutes 18-5-301 through 18-5-315, and the proposal shall show DEQ approval or evidence of an application.
- ii. A preliminary traffic impact study shall be completed and submitted by a Wyoming licensed Engineer complying with Title 5 Public Infrastructure Regulations.
- iii. A preliminary drainage report shall be completed and submitted by a Wyoming licensed Engineer complying with Title 5 Public Infrastructure regulations.
- iv. A Community Services and Environmental Impact Report shall be submitted with the following contents:
  - A. The amount of new enrollment expected in public schools due to the new subdivision.
  - B. The expected increase in demand for fire protection services.
  - C. The expected impact on law enforcement services.
  - D. A Land Analysis Map which clearly identifies the buildable area for the proposed development. The land analysis map shall be used to determine the total buildable area for the proposed development. Buildable areas shall be calculated as follows:
    1. Total site area – total non-buildable area = Buildable Area.
    2. The following features shall be identified as non-buildable. The size, in acres or square feet of each area shall be noted on a table. The total sum for all non-buildable areas shall be shown:
      - I. Areas in which slopes are ten percent (10%) or greater.
      - II. Floodways and 100-year flood plains.
      - III. Bodies of water.
      - IV. Significant natural features, such as ridge lines and mature trees to be preserved.
      - V. Soils that are unsuitable for building.
      - VI. Existing and proposed easements, roads, trails or other features where building is prohibited.



## LARAMIE COUNTY LAND USE REGULATIONS

- v. An attachment describing any unique or unusual design obstacles and their proposed solutions.

### *c. Contents of Preliminary Subdivision Plan Map*

The following information shall be shown on the preliminary subdivision plan map based upon the buildable and non-buildable area information shown by the land analysis map:

- i. The proposed name of the subdivision/development placed in the lower right-hand corner of the map. The name shall not duplicate or resemble the name of an existing subdivision/development, either in spelling or pronunciation, unless the development is an extension of an existing subdivision. Preliminary development plans for additional filings of existing plats shall have the same name.
- ii. The title indicating the tract or parcel of land of which the subdivision development is a part, including the section, township and range from the sixth principal meridian, county (or counties) and state (or states).
- iii. A legend is to include descriptions for all line types, symbols, hatching, shading, etc. shown on the drawing.
- iv. Location of the subdivision/development as a portion of some larger subdivision/development or an aliquot portion of a section with a tie to a section or quarter section corner.
- v. Name and address of the owner and the designer of the subdivision development and the engineer and/or surveyor.
- vi. Location and principal dimensions for all existing or recorded section lines, names of streets, alleys, easements, water courses and other important features within and adjacent to the tract to be subdivided/developed.
- vii. Location of any proposed water, sanitary sewer, and storm sewer mains.
- viii. Location and principal dimensions for all proposed streets, alleys, easements, lot lines and areas to be reserved for parks, schools or other public uses.
- ix. Direction of surface drainage, shown by the use of arrows, for surface drainage on all lots, streets, alleys and easements. All proposed drainage easements shall be shown.
- x. Date of map preparation, written and graphic scales, and north arrow designating true north.
- xi. Land dedication for public facilities, to include amount and location when mutually agreed upon by the owner and the County.
- xii. Topography at two-foot contour intervals or at a greater contour interval that will clearly show the drainage and road conditions. Elevations shall refer to the latest edition of the Cheyenne/Laramie County GIS Program aerial mapping and referred to NAVD88. Outside this aerial mapping area, elevation shall be referred to the latest USGS vertical datum where contours have been taken from USGS Maps. The map shall state the source.



## LARAMIE COUNTY LAND USE REGULATIONS

- xiii. General site information, including the number of residential lots or tracts, estimates of typical lot or tract sizes and lengths of lot or tract lines and block numbers within the buildable area as determined from the land analysis map.
- xiv. Present any proposed land uses for all lots. (Any necessary changes in the zoning will be submitted with the subdivision permit and plat applications.)
- xv. A vicinity map, so labeled, showing the relationship of the proposed subdivision/development to the surrounding area. The area to be shown will be at least five hundred (500) feet from the proposed boundaries of the proposed subdivision/development. The vicinity map shall include roadway names, and applicable Section, Township, and Range lines.
- xvi. Such additional preliminary information as may be required to adequately describe proposed utility systems, street improvements and construction projects contemplated within the area to be subdivided/developed. This information may be furnished in an attachment.
- xvii. A statement specifying the type of sewage disposal, the type of water supply and the type of fire protection proposed to serve the subdivision.
- xviii. Location of any fire hydrants or cisterns for fire protection.
- xix. Any recorded easements or restrictions applicable to the subdivision/development shall be noted by reference to the Register's book and page number. The County will not be involved in the enforcement of any deed restrictions or covenants.
- xx. Existing and proposed mailbox/cluster box locations to serve the proposed subdivision.
- xxi. If the development is to be completed in phases, the PSP shall include a phasing plan showing all phases and an estimated timeline for each phase.

**\*\*\*END OF CHAPTER 4 – PRELIMINARY SUBDIVISION PLANS\*\*\***



# LARAMIE COUNTY LAND USE REGULATIONS

## CHAPTER 5 – SUBDIVISION PERMIT AND PLAT

### 4-5-100 SUBDIVISION PERMIT AND PLAT REQUIREMENTS

A small, minor subdivision and a major subdivision shall require a Subdivision Permit and Plat approved by the Board of County Commissioners.

- i. A small subdivision shall contain two (2) to five (5) lots. It does not require a Preliminary Subdivision Plan.
- ii. A minor subdivision shall contain six to nineteen (6 to 19) lots. It does not require a Preliminary Subdivision Plan.
- iii. A major subdivision contains twenty (20) lots or more and requires a Preliminary Subdivision Plan approval by the Planning Commission prior to applying for Subdivision Permit and Plat approval.

#### *a. General Requirements*

- i. No person or entity shall sell land subject to regulation under these standards, record a plat or start construction of a subdivision without first obtaining Permit and Plat approval from the Board of County Commissioners.
- ii. The applicant shall retain the necessary licensed professional services to fulfill the requirements of these regulations. There shall be an Engineer of Record for all minor and major Subdivisions. All subdivision plats shall be prepared by a Wyoming licensed surveyor.
- iii. A small, minor, or a major subdivision shall comply with Laramie County Public Works regulations and Zoning requirements as well as with the standards of the Subdivision regulations.
- iv. Shall comply with the requirements of the Wyoming State Engineers Office for water supply.
- v. Shall comply with the standards of the Wyoming Department of Environmental Quality and Laramie County for water resource protection and erosion control.
- vi. All small, minor, and major subdivisions shall comply with applicable state statutes and requirements.
- vii. All small, minor, and major subdivisions shall comply with the requirements of the Laramie County Environmental Health Division as well as the South Cheyenne Water and Sewer District, as applicable.
- viii. The size of lots shall not be averaged within any subdivision in order to achieve lot size minimums, unless otherwise provided by these regulations.

#### *b. Process*

- i. A pre-application meeting shall be required to ensure the applicant understands all Subdivision, Public Works, Zoning and all other requirements associated with the minor or major subdivision Permit and Plat proposal.



# LARAMIE COUNTY LAND USE REGULATIONS

- ii. A complete application with initial fees is required to determine its eligibility.
- iii. Notification of affected landowners, property posting and a public hearing before the Planning Commission and the Board of County Commissioners is required prior to any decision being made about the Permit and Plat application, following Section 1-3-100 requirements.
- iv. An agency review is conducted with all minor and major subdivisions to assure compliance with the standards and to troubleshoot problems.
- v. The Planning Commission shall conduct a public hearing on a proposed minor or major subdivision no earlier than the date shown in the newspaper's legal notice.
- vi. The Planning Commission does not review a small subdivision. A small subdivision is subject to a public hearing with the Board of County Commissioners, and after a public hearing, the Board of County Commissioners may approve, approve with modifications or disapprove of the small subdivision with stated rationale to the Subdivision Regulations.
- vii. The Planning Commission shall be required to make a recommendation about the proposed minor or major subdivision to approve, approve with modifications, or deny the application with written rationale connected to the subdivision regulations, and provide the recommendation to the Board of County Commissioners.
- viii. The County Commissioners, after a public hearing may approve, approve with modifications, or disapprove of the minor or major subdivision with stated rationale connected to the Subdivision Regulations. The Board of County Commissioners are subject to the requirements and timeframe contained in WS 18-5-308.

## *c. Limitations of Approval*

- i. An approval of a Subdivision Permit and Plat through resolution by the Board of County Commissioners is in effect for eighteen (18) months. If a plat is not recorded within the 18-month time frame from the date of resolution approval, the subdivision permit and plat is null and void.
- ii. The applicant may request an extension to record the plat for up to six (6) months in writing from the Planning Director. The Director may grant the extension if reasonable cause is provided.

## 4-5-101 SUBDIVISION PERMIT AND PLAT REQUIREMENTS – LARGE ACREAGE SUBDIVISIONS

### *a. Introduction and Applicability*

- i. The purpose of this section is to provide a review process for stated standards to meet in order to approve a large acreage subdivision with tracts from thirty-five to eighty (35 to 80) acres as enabled by W.S. § 18-5-316. No person after adopting these regulations shall sell or dispose of land where the subdivision creates parcels that are between thirty-five to eighty (35 to 80) acres without a subdivision permit and plat, unless the property is otherwise exempt under Wyoming Statute 18-5-316(a). Any large acreage subdivisions as defined in this regulation which only create lots adjacent to existing publicly dedicated



## LARAMIE COUNTY LAND USE REGULATIONS

and maintained rights-of-way are exempt from this section and subject to section 4-1-106 of this regulation.

- ii. Large acreage subdivision approval is either provided administratively or by subdivision permit and plat approved by the County Commissioners under these regulations.
- iii. A large acreage subdivision may qualify as a small, simple, minor, or major subdivision. A major subdivision requires a preliminary subdivision plan.
- iv. A large acreage subdivision is subject to the requirements of lot line adjustment and easement vacations as contained within these regulations.
- v. The Large Acreage Subdivision Process shall only be utilized when individual on-lot wells are utilized for water supply and individual on-lot sewage treatment systems are proposed for wastewater disposal.
- vi. If the lots, units, tracts, or parcels created pursuant to a permit issued under this section are used for agricultural purposes and otherwise qualify as agricultural land for purposes of W.S. §39-13-103(b)(x), the lots, units, tracts or parcels shall be deemed not to be part of a platted subdivision for purposes of W.S. §39-13-103(b)(x)(B)(II).

### *b. Exemptions from Provisions*

- i. The sale or other disposition of a Large Acreage Subdivision that was lawfully recorded prior to the adoption of this section of the regulations; or
- ii. Plats or surveys that are otherwise partly or fully exempt from the provisions of W.S. § 18-5-316(a).

### *c. General Requirements*

The applicant shall retain the necessary licensed professional services to fulfill the requirements stated herein:

- i. Shall comply with all requirements of Title 5 regarding road standards and access.
- ii. Shall comply, when applicable, with all Wyoming DEQ Chapter 23 standards.
- iii. All tracts are subject to the Environmental Health review, which is necessary to obtain a septic tank permit for each lot created.

### *d. Process*

- i. A pre-application meeting is required to ensure the applicant understands all applicable requirements and standards.
- ii. A complete application with initial fees is required to determine its eligibility.
- iii. Public notice is provided through property posting, letters to area property owners and a newspaper legal notice.
- iv. A large acreage small subdivision, unless otherwise exempted in this regulation, is approved by the Board of County Commissioners and does not receive a Planning Commission review and recommendation.





## LARAMIE COUNTY LAND USE REGULATIONS

- v. A large acreage minor subdivision receives a review and recommendation from the Planning Commission prior to being forwarded to the Board of County Commissioners for their decision.
- vi. A large acreage major subdivision shall first obtain Preliminary Subdivision Plan approval from the Planning Commission. Upon approval, a subdivision permit and plat application may be submitted. The large acreage major subdivision shall be reviewed by the Planning Commission with a recommendation to the Board of County Commissioners. The County Commissioners, after a public hearing, shall then make a determination about the subdivision permit and plat.

### *e. Limitations of Approval*

- i. A large acreage subdivision approved by the Board of County Commissioners is valid for eighteen (18) months. If the plat is not recorded within the 18-month time frame from the date of resolution approval, the subdivision permit and plat is null and void.
- ii. A large acreage subdivision approved administratively as a modest plat is valid for six (6) months.

### *f. Guidelines for Review*

- i. Access: Demonstration that all lots in the proposed subdivision will have adequate legal and physical access to a public street or right-of-way. The subdivision shall meet Title 5 Road Standards.
- ii. Easements: All easements including but not limited to for access, roads, utilities, drainage, irrigation, water, floodplains, and any other necessary easement shall show on the final plat.
- iii. New or Remaining Parcels: The proposed subdivision shall not result in or create a new or remainder parcel at or less than 80 acres outside the platted subdivision area.
- iv. Large Acreage Subdivision Plat: The plat contents shall comply with 4-5-102 of these regulations.

### 4-5-102 PLAT CONTENT REQUIREMENTS

Both types of subdivision exemptions: under 35 acres, and 80 acres or more, along with simple subdivisions, lot line adjustments, easement vacations, minor, and major and large acreage subdivisions require the following to be shown on the plat that is to be recorded with the Laramie County Clerk's Office, in order to be in effect and of record.

The following charts show what records of survey and plats must include at time of recording:



## LARAMIE COUNTY LAND USE REGULATIONS

*a. Subdivision Exemptions (Records of Survey) – under 35 acres, and 80 acres or more:*

	Content Required	Under 35 acres, and 80 acres or more
1.	The proposed name of the subdivision/development shall be placed in the lower right-hand corner of the record of survey. The name shall not duplicate or resemble the name of an existing subdivision/development, either in spelling or pronunciation.	Yes
2.	The title shall indicate the tract or parcel of land of which the development/property is a part, including the section, township and range from the sixth principal meridian, county (or counties) and state (or states).	Yes
3.	Space shall be provided and designated for a filing record by the Laramie County Clerk's Office.	Yes
4.	Dedication and acknowledgment statements must be executed by all owners of legal and equitable interests in the property being subdivided/developed. The acknowledgement shall be located near the dedication on the plat.	No
5.	Records of survey shall include the date of preparation, written and graphic scales, and north arrow designating true north.	Yes
6.	Designation of land by lot and block, other than rights-of-way, intended to be conveyed or reserved for public use or facilities, or reserved in the deeds for the use of all property owners in the proposed development/property.	Yes



## LARAMIE COUNTY LAND USE REGULATIONS

7.	Certification by a Wyoming Professional Land Surveyor stating that the record of survey represents a survey made by him/her or under his/her direct supervision and that all information shown is correct to the best of his/ her knowledge.	Yes
8.	Signature blocks for use by the Planning Office for the Planning Commission, the Chairman of the Board and County Clerk for Laramie County, Wyoming. These blocks shall be placed directly adjacent to the right or bottom border of the plat. Each signature on the plat shall be notarized.	No
9.	Signature blocks for the Planning Director and Public Works Director. These blocks shall be placed directly adjacent to the right or bottom border of the plat. Each signature on the plat shall be notarized. These blocks shall be placed directly adjacent to the right or bottom border of the plat.	No
10.	For developments in the County, survey tie(s) by bearing/azimuth and the distance to the nearest public land survey system monument shall be accurately described on the record of survey. In addition, for the purposes of enhancing the City and County GIS Program framework, all public land survey corners on or within the property's boundary shall have field observation coordinates provided on the plat. These coordinates shall reference Wyoming State Plane Coordinate System, East Zone, U.S. Survey foot, NAD 1983(CORS96). The coordinates shall be observed and verified at the time of the plat survey.	Yes
11.	Any differences between bearings/azimuths and/or distances of adjoining record surveys or subdivisions/developments shall be shown on the record of survey.	Yes
12.	The Basis of Bearing/Azimuth on which the survey is based shall be noted on the record of survey.	Yes



## LARAMIE COUNTY LAND USE REGULATIONS

13.	If any lot, block, boundary or right-of-way from a previously recorded plat is being vacated by this plat a notation shall be provided, describing the area or boundaries to be vacated under a section titled Vacation Statement.	N/A
14.	Plats that show adjacent or internal existing county roadways and rights-of-way shall indicate on the plat how the roadway was established (i.e., dedicated to the public via plat, petition, declared, etc.)	Yes
	Layout Shall Include:	Under 35 acres, and 80 acres or more
15.	Boundary lines with bearings/azimuths and distances and the location of all recorded rights-of-way intersecting the boundary of the subdivision.	Yes
16.	Where applicable, curve data showing the radius, central angle, arc length, chord bearing/azimuth and distance and any notation of non-tangent curves. The location of points of curvatures and intersections shall be shown.	Yes
17.	The location and dimensions, with boundary ties, for all existing and proposed utility, drainage, access, or other easements.	Yes
18.	The right-of-way lines, widths and names of all streets, roads, and easements within and adjacent to the proposed subdivision/development. Proposed road/easement names within the record of survey boundary shall require a distinct road name, with a renaming required with each change of direction. No "loops" or "circles" shall be allowed.	Yes
19.	The area of each lot or tract in square feet and/or acres.	Yes



## LARAMIE COUNTY LAND USE REGULATIONS

20.	A vicinity map indicating the location of the proposed development with respect to the surrounding area. The vicinity map shall include Section, Township, and Range labels and lines with enough detail to indicate the location of the subdivision within the Section.	Yes
21.	A legend that defines all the various symbols, line types, shading/hatching, etc. used in the drawing.	Yes
22.	Such additional information as may be required to adequately describe proposed utility systems, street improvements and easements or reservations contemplated within the area to be subdivided.	No
23.	A statement describing the type of sewage disposal, the type of water supply and the type of fire protection proposed to serve the subdivision/development.	Yes
24.	Any recorded easements or restrictions applicable to the subdivision shall be noted by reference to Register's book and page number. The County will not be involved in the enforcement of deed restrictions or covenant instruments.	Yes
25.	All existing and proposed easements within the record of survey area shall be shown and labeled as to the type/purpose of the easement. All existing and proposed easements shall be dimensioned and have bearings and distances and curve data. Reference to the book and page of existing easements shall be made but will not be allowed in lieu of showing dimensions, bearings and distances, and curve data, etc. for existing easements. All existing easements adjacent to the platted area shall be shown, dimensioned, and labeled as the type of easement. If there is an existing access or ingress/egress easement within the platted area or adjacent to the platted area, it should	Yes



## LARAMIE COUNTY LAND USE REGULATIONS

	be noted as to whom the easement is granted to (i.e., general public, a specific lot or property, etc.).	
26.	When an existing right-of-way for a roadway shown on the plat either within the platted area or adjacent to the platted area varies in width, the plat shall include the actual right-of-way width dimensions, at a minimum, at the ends of the platted area and where any proposed roadways tie into the existing right-of-way.	No
27.	A note indicating whether there is or is not a FEMA Special Flood Hazard area located within the platted boundary. The correct FEMA Panel and date shall be noted and referenced on the plat.	Yes
28.	A note indicating, "The surface estate of the land to be subdivided is subject to full and effective development of the mineral estate".	No
29.	If the project is within the Community Wildfire Protection Plan (CWPP) area, a note shall be added to the face of the plat describing what hazard level(s) the property lies within.	No
30.	When a plat includes proposed roadways, a note indicating, "There shall be no public maintenance of internal roadways or access easements," shall be included on the plat.	Yes



## LARAMIE COUNTY LAND USE REGULATIONS

### *b. Modest Plats*

	Content Required	Simple	Lot Adjustment	Line Adjustment	Easement Vacation
1.	The proposed name of the subdivision/development shall be placed in the lower right-hand corner of the plat. The name shall not duplicate or resemble the name of an existing subdivision/development, either in spelling or pronunciation. Additional filings of the same plat shall have the same name and a filing number.	Yes	Yes		Yes
2.	The title shall indicate the tract or parcel of land of which the subdivision/development is a part, including the section, township and range from the sixth principal meridian, county (or counties) and state (or states).	Yes	Yes		Yes
3.	Space shall be provided and designated for a filing record by the Laramie County Clerk's Office.	Yes	Yes		Yes
4.	Dedication and acknowledgment statements must be executed by all owners of legal and equitable interests in the property being subdivided/developed. The acknowledgement shall be located near the dedication on the plat.	Yes	No		Yes
5.	Plat shall include the date of plat preparation, written and graphic scales, and north arrow designating true north.	Yes	Yes		Yes
6.	Designation of land by lot and block, other than rights-of-way, intended to be conveyed or reserved for public use or facilities, or reserved in the deeds for the use of all property owners in the proposed subdivision.	Yes	N/A		N/A





## LARAMIE COUNTY LAND USE REGULATIONS

7.	Certification by a Wyoming Professional Land Surveyor stating that the plat represents a survey made by him/her or under his/her direct supervision and that all information shown is correct to the best of his/her knowledge.	Yes	Yes	Yes
8.	Signature blocks for use by the Planning Office for the Planning Commission, the Chairman of the Board and County Clerk for Laramie County, Wyoming. These blocks shall be placed directly adjacent to the right or bottom border of the plat. Each signature on the plat shall be notarized.	No	No	Yes
9.	Signature blocks for the Planning Director and Public Works Director. These blocks shall be placed directly adjacent to the right or bottom border of the plat. Each signature on the plat shall be notarized. These blocks shall be placed directly adjacent to the right or bottom border of the plat.	Yes	Yes	No
10.	For subdivisions in the County, survey tie(s) by bearing/azimuth and the distance to the nearest public land survey system monument shall be accurately described on the plat. In addition, for the purposes of enhancing the City and County GIS Program framework, all public land survey corners on or within the subdivision boundary shall have field observation coordinates provided on the plat. These coordinates shall reference Wyoming State Plane Coordinate System, East Zone, U.S. Survey foot, NAD 1983(CORS96). The coordinates shall be observed and verified at the time of the plat survey.	Yes	Yes	Yes
11.	Any differences between bearings/azimuths and/or distances of adjoining record surveys or subdivisions/developments shall be shown on the plat.	Yes	Yes	Yes
12.	The Basis of Bearing/Azimuth on which the survey is based shall be noted on the plat.	Yes	Yes	Yes



## LARAMIE COUNTY LAND USE REGULATIONS

13.	If any lot, block, boundary or right-of-way from a previously recorded plat is being vacated by this plat a notation shall be provided, describing the area or boundaries to be vacated under a section titled Vacation Statement.	Yes	Yes	Yes	Yes
14.	Plats that show adjacent or internal existing county roadways and rights-of-way shall indicate on the plat how the roadway was established (i.e., dedicated to the public via plat, petition, declared, etc.)	Yes	No	No	No
	Layout Shall Include:	Simple	Lot Adjustment	Line Adjustment	Easement Vacation
15.	Boundary lines with bearings/azimuths and distances and the location of all recorded rights-of-way intersecting the boundary of the subdivision.	Yes	Yes	Yes	Yes
16.	Where applicable, curve data showing the radius, central angle, arc length, chord bearing/azimuth and distance and any notation of non-tangent curves. The location of points of curvatures and intersections shall be shown.	Yes	Yes	Yes	Yes
17.	The location and dimensions, with boundary ties, for all existing and proposed utility, drainage, access, or other easements.	Yes	Yes	Yes	Yes
18.	The right-of-way lines, widths and names of all streets, roads, and easements within and adjacent to the proposed subdivision/development. Proposed road names within the plat boundaries shall require a distinct road name, with a renaming required with each change of direction. No "loops" or "circles" shall be allowed.	Yes	Yes	Yes	Yes
19.	The area of each lot or tract in square feet and/or acres.	Yes	Yes	No	No
20.	A vicinity map indicating the location of the proposed subdivision development with respect to the surrounding area. The vicinity map shall include Section, Township, and Range	Yes	Yes	Yes	Yes



## LARAMIE COUNTY LAND USE REGULATIONS

	labels and lines with enough detail to indicate the location of the subdivision within the Section.				
21.	A legend that defines all the various symbols, line types, shading/hatching, etc. used in the drawing.	Yes	Yes	Yes	Yes
22.	Such additional information as may be required to adequately describe proposed utility systems, street improvements and easements or reservations contemplated within the area to be subdivided.	As Necessary	N/A	N/A	N/A
23.	A statement describing the type of sewage disposal, the type of water supply and the type of fire protection proposed to serve the subdivision/development.	Yes	Yes	No	No
24.	Any recorded easements or restrictions applicable to the subdivision shall be noted by reference to Register's book and page number. The County will not be involved in the enforcement of deed restrictions or covenant instruments.	Yes	Yes	Yes	Yes
25.	All existing and proposed easements within the platted area shall be shown and labeled as to the type/purpose of the easement. All existing and proposed easements shall be dimensioned and have bearings and distances and curve data. Reference to the book and page of existing easements shall be made but will not be allowed in lieu of showing dimensions, bearings and distances, and curve data, etc. for existing easements. All existing easements adjacent to the platted area shall be shown, dimensioned, and labeled as the type of easement. If there is an existing access or ingress/egress easement within the platted area or adjacent to the platted area, it should be noted as to whom the easement is granted to (i.e., general public, a specific lot or property, etc.)	Yes	Yes	Yes	Yes
26.	When an existing right-of-way for a roadway shown on the plat either within the platted area or adjacent to the platted area varies in width, the plat shall include the actual right-	Yes	Yes	Yes	Yes



## LARAMIE COUNTY LAND USE REGULATIONS

	of-way width dimensions, at a minimum, at the ends of the platted area and where any proposed roadways tie into the existing right-of-way.			
27.	A note indicating whether there is or is not a FEMA Special Flood Hazard area located within the platted boundary. The correct FEMA Panel and date shall be noted and referenced on the plat.	Yes	Yes	No
28.	A note indicating, "The surface estate of the land to be subdivided is subject to full and effective development of the mineral estate."	Yes	No	No
29.	If the project is within the Community Wildfire Protection Plan (CWPP) area, a note shall be added to the face of the plat describing what hazard level(s) the property lies within.	Yes	No	No
30.	When a plat includes proposed roadways, a note indicating, "There shall be no public maintenance of internal roadways or access easements," shall be included on the plat.	Yes	N/A	N/A



## LARAMIE COUNTY LAND USE REGULATIONS

### *c. Small, Minor, and Major Subdivisions*

	Content Required	Small	Minor	Major
1.	The proposed name of the subdivision/development shall be placed in the lower right-hand corner of the plat. The name shall not duplicate or resemble the name of an existing subdivision/development, either in spelling or pronunciation. Additional filings of the same plat shall have the same name and a filing number.	Yes	Yes	Yes
2.	The title shall indicate the tract or parcel of land of which the subdivision/development is a part, including the section, township and range from the sixth principal meridian, county (or counties) and state (or states).	Yes	Yes	Yes
3.	Space shall be provided and designated for a filing record by the Laramie County Clerk's Office.	Yes	Yes	Yes
4.	Dedication and acknowledgment statements must be executed by all owners of legal and equitable interests in the property being subdivided/developed. The acknowledgment shall be located near the dedication on the plat.	Yes	Yes	Yes
5.	Plat shall include the date of plat preparation, written and graphic scales, and north arrow designating true north.	Yes	Yes	Yes
6.	Designation of land by lot and block, other than rights-of-way, intended to be conveyed or reserved for public use or facilities, or reserved in the deeds for the use of all property owners in the proposed subdivision.	Yes	Yes	Yes
7.	Certification by a Wyoming Professional Land Surveyor stating that the plat represents a survey made by him/her or under his/her direct supervision and that all information shown is correct to the best of his/her knowledge.	Yes	Yes	Yes



## LARAMIE COUNTY LAND USE REGULATIONS

8.	Signature blocks for use by the Planning Office for the Planning Commission, the Chairman of the Board and County Clerk for Laramie County, Wyoming. These blocks shall be placed directly adjacent to the right or bottom border of the plat. Each signature on the plat shall be notarized.	No	Yes	Yes
9.	Signature blocks for the Planning Director and Public Works Director. These blocks shall be placed directly adjacent to the right or bottom border of the plat. Each signature on the plat shall be notarized. These blocks shall be placed directly adjacent to the right or bottom border of the plat.	Yes	No	No
10.	For subdivisions in the County, survey tie(s) by bearing/azimuth and the distance to the nearest public land survey system monument shall be accurately described on the plat. In addition, for the purposes of enhancing the City and County GIS Program framework, all public land survey corners on or within the subdivision boundary shall have field observation coordinates provided on the plat. These coordinates shall reference Wyoming State Plane Coordinate System, East Zone, U.S. Survey foot, NAD 1983(CORS96). The coordinates shall be observed and verified at the time of the plat survey.	Yes	Yes	Yes
11.	Any differences between bearings/azimuths and/or distances of adjoining record surveys or subdivisions/developments shall be shown on the plat.	Yes	Yes	Yes
12.	The Basis of Bearing/Azimuth on which the survey is based shall be noted on the plat.	Yes	Yes	Yes
13.	If any lot, block, boundary or right-of-way from a previously recorded plat is being vacated by this plat a notation shall be provided, describing the area or boundaries to be vacated under a section titled Vacation Statement.	Yes	Yes	Yes



## LARAMIE COUNTY LAND USE REGULATIONS

14.	Plats that show adjacent or internal existing county roadways and rights-of-way shall indicate on the plat how the roadway was established (i.e., dedicated to the public via plat, petition, declared, etc.)	Yes	Yes	Yes
	Layout Shall Include:	Small	Minor	Major
15.	Boundary lines with bearings/azimuths and distances and the location of all recorded rights-of-way intersecting the boundary of the subdivision.	Yes	Yes	Yes
16.	Where applicable, curve data showing the radius, central angle, arc length, chord bearing/azimuth and distance and any notation of non-tangent curves. The location of points of curvatures and intersections shall be shown.	Yes	Yes	Yes
17.	The location and dimensions, with boundary ties, for all existing and proposed utility, drainage, access, or other easements.	Yes	Yes	Yes
18.	The right-of-way lines, widths and names of all streets, roads, and easements within and adjacent to the proposed subdivision/development. Proposed road names within the plat boundaries shall require a distinct road name, with a renaming required with each change of direction. No "loops" or "circles" shall be allowed.	Yes	Yes	Yes
19.	The area of each lot or tract in square feet and/or acres.	Yes	Yes	Yes
20.	A vicinity map indicating the location of the proposed subdivision development with respect to the surrounding area. The vicinity map shall include Section, Township, and Range labels and lines with enough detail to indicate the location of the subdivision within the Section.	Yes	Yes	Yes





## LARAMIE COUNTY LAND USE REGULATIONS

21.	A legend that defines all the various symbols, line types, shading/hatching, etc. used in the drawing.	Yes	Yes	Yes
22.	Such additional information as may be required to adequately describe proposed utility systems, street improvements and easements or reservations contemplated within the area to be subdivided.	As Necessary	As Necessary	As Necessary
23.	A statement describing the type of sewage disposal, the type of water supply and the type of fire protection proposed to serve the subdivision/development.	Yes	Yes	Yes
24.	Any recorded easements or restrictions applicable to the subdivision shall be noted by reference to Register's book and page number. The County will not be involved in the enforcement of deed restrictions or covenant instruments.	Yes	Yes	Yes
25.	All existing and proposed easements within the platted area shall be shown and labeled as to the type/purpose of the easement. All existing and proposed easements shall be dimensioned and have bearings and distances and curve data. Reference to the book and page of existing easements shall be made but will not be allowed in lieu of showing dimensions, bearings and distances, and curve data, etc. for existing easements. All existing easements adjacent to the platted area shall be shown, dimensioned, and labeled as the type of easement. If there is an existing access or ingress/egress easement within the platted area or adjacent to the platted area, it should be noted as to whom the easement is granted to (i.e., general public, a specific lot or property, etc.)	Yes	Yes	Yes
26.	When an existing right-of-way for a roadway shown on the plat either within the platted area or adjacent to the platted area varies in width, the plat shall include the actual right-of-way width dimensions, at a minimum, at the ends of the platted area and where any proposed roadways tie into the existing right-of-way.	Yes	Yes	Yes



## LARAMIE COUNTY LAND USE REGULATIONS

27.	A note indicating whether there is or is not a FEMA Special Flood Hazard area located within the platted boundary. The correct FEMA Panel and date shall be noted and referenced on the plat.	Yes	Yes	Yes
28.	A note indicating, "The surface estate of the land to be subdivided is subject to full and effective development of the mineral estate."	Yes	Yes	Yes
29.	If the project is within the Community Wildfire Protection Plan (CWPP) area, a note shall be added to the face of the plat describing what hazard level(s) the property lies within.	Yes	Yes	Yes
30.	When a plat includes proposed roadways, a note indicating, "There shall be no public maintenance of internal roadways or access easements," shall be included on the plat.	Yes	Yes	Yes



# LARAMIE COUNTY LAND USE REGULATIONS

## 4-5-103 DEVELOPMENT DESIGN STANDARDS FOR SUBDIVISIONS

### *Subdivision Site Standards*

- i. Steep or unstable land and areas having inadequate drainage shall not be developed into building lots unless the owner makes adequate provisions, satisfactory to Laramie County, to prevent the same from endangering life, health, or other property.
- ii. Land subject to flooding, and/or within drainage areas shall be developed in accordance with the provisions of all applicable County, State and Federal regulations.
- iii. Whenever possible, the development shall designate open space and trail areas that are contiguous with adjacent open space and trails.

### *General Standards*

- i. The minimum required size of lots shall not be averaged across plats, unless as otherwise provided for within the AMEC Overlay District regulations.
- ii. All developments that consist of twelve (12) or more residential tracts shall have two (2) individual points of access into the subdivision/development. Also, within the subdivision, no more than twelve (12) residential tracts shall be accessed by a single point.
- iii. Double frontage lots shall be avoided except where essential to provide separation of residential development from expressways and major arterials or to overcome specific disadvantages of topography and orientation.
- iv. A cul-de-sac pouch shall have lots with a minimum of thirty (30) foot street frontage.
- v. Visibility - A triangular space shall be provided across corner lots for adequate sight visibility. If the County finds there are unusual circumstances, the requirements of this section may be altered. The County may approve the location of light or sign poles twelve (12) inches or less in diameter in this triangle if visibility is not hindered.
  - A. This space is to be kept free from all obstructions to vision, including plant materials and vegetation, between the heights of two (2) and twelve (12) feet above the street grades. The responsibility lies with the adjacent landowner to maintain this visibility.
  - B. The triangle is to be determined by a diagonal line drawn across the lot thirty-five (35) feet back along the property lines from the intersection of the property lines.
- vi. Open Space - Non-buildable areas may be designated as open space. Open space shall be indicated on the plat. Open space areas shall be designed to be contiguous, minimizing fragmented areas to the extent possible. Newly designated open space should abut pre-existing open spaces on properties adjacent to the new development whenever possible.
  - A. Open space areas within subdivisions designed under this option may include, but not be limited to 100-year floodplains, irrigated lands, riparian habitat, woodlands, slopes over ten (10) percent, ridge lines, and areas possessing other unique visual or natural qualities.
  - B. Designated open space shall be limited to recreational, agricultural, resource or wildlife protection, or buffer purposes, and shall be freely accessible to all residents of the



## LARAMIE COUNTY LAND USE REGULATIONS

development, except in the case of agricultural lands where access may be restricted. Open space does not include land occupied by non-recreational buildings or road easements/rights-of-way, nor does it include the yards or lots/ tracts of dwelling units. Open space shall be left in a natural state except in the case of recreational facilities, or in the case of agricultural activities, such as grazing or raising crops.

- C. Ownership of open space shall be established by undivided interest or dedication, subject to Board of County Commissioners' approval.
- D. The maintenance and operation of open space should be specifically identified at the time of platting.
- E. Those lands set aside as perpetual open space shall not be included in the assessment of community facility fees.
- F. Open space shall be designated on the face of the plat and assigned its own tract number. A statement on the plat shall clearly note the perpetuity of the open space dedication.
- G. Subdivisions created which have open space shall require a statement on the plat that clearly notes that land designated as open space shall not be further developed or subdivided.

### vii. Streets, Roads, Alleys and Easements

- A. Public improvements shall be designed in accordance with the Laramie County Land Use Regulations. Street/road improvements shall be managed and administered by the Laramie County Department of Public Works.
- B. Subdivisions with four (4) or more tracts/lots with proposed roads, the roadways shall be within rights-of-way that are dedicated to the public and access easements shall not be allowed.
- C. Roadways shall be fully constructed to the furthest subdivision boundary line for all rights-of-way established or shown on the plat if a roadway does not already exist. This shall include rights-of-way for internal and external/adjacent roadways.
- D. Subdivision roadways shall tie directly into existing roadways that were established by State Statutes (§24-3-101 through §24-3-127), are in established dedicated public rights-of-way, or are in access easements that have been established by a platted subdivision that was approved by the Board of County Commissioners and the roadways were designed and constructed to County standards. Subdivision roadways shall not be tied into roads that are on private land with access easements that were not established through a plat approved by the Board of County Commissioners and the roadway design and construction did not go through the approval process of the Public Works Department.
- E. If the subdivision roadways tie into an existing road that does not meet the current standards, it shall be the responsibility of the developer to make the necessary modifications to the existing road to bring it up to current standards.



## LARAMIE COUNTY LAND USE REGULATIONS

- F. If the subdivision is adjacent to a roadway that has been legally established by a petition for the establishment of a County Road per the State Statutes (§24-3-101 through §24-3-127) and the right-of-way has not been dedicated to the public via a previous plat, the subdivision plat shall dedicate to the public the right-of-way that is adjacent to the platted area. Also, if the adjacent roadway or highway has an established easement instead of a public right-of-way, the plat shall dedicate the easement as public right-of-way.
- G. Construction for any new street/road within a proposed county subdivision/development shall not begin until the applicant has received written approval for the street/road construction plans from Laramie County Department of Public Works and all appropriate permits have been obtained.
- H. Completion and final acceptance or approval of a street/road is required prior to issuance of building permits inside of a platted subdivision.
- viii. Storm Drainage
  - A. All storm drainage in subdivisions/developments shall be developed in accordance with the Laramie County Land Use Regulations.
- ix. Utilities
  - A. All utility facilities, including but not limited to gas, electrical power, telephone and CATV cables, shall be located underground throughout the subdivision/development. As far as possible, all utilities shall be placed in the public street or road rights-of-way. Easements shall be provided for all public utilities if utilities cannot be placed in public street or road rights-of-way. If an easement is necessary, the developer shall provide written evidence detailing why utilities cannot be placed in the right-of-way.

### *Performance Standards*

#### i. Public Services

No subdivision permit, except a large acreage subdivision permit, shall be approved until the proposed development shows that the increased demand for any of the following public services will not exceed the capacity of that service or are adequately addressed by the owner to the satisfaction of the County:

- A. Street and road systems surrounding and used as access to the site including road maintenance services. Street and road systems are the only portion of this list which shall apply to large acreage subdivision permits.
- B. Water systems.
- C. Sanitary systems.
- D. Storm water drainage collection and detention/retention system.
- E. Fire suppression and protection systems.
- F. Law enforcement systems.



## LARAMIE COUNTY LAND USE REGULATIONS

### G. Utility systems.

1. Approval of any plat shall be contingent upon a demonstration that adequate utility systems will be available to the subdivision.

### H. Solid Waste Disposal System:

1. Approval of any plat shall be contingent upon a demonstration that an adequate solid waste disposal system is available.

## ii. Adverse Impacts on the Natural Environment

Adverse impacts to the natural environment shall be controlled. With the exception of large acreage subdivision permits, approval of any subdivision permit shall be contingent upon evidence that erosion will be adequately controlled. The following factors shall be considered and addressed:

- A. The susceptibility of the soils in the subdivision and surrounding area to erosion.
- B. The type of use(s) proposed and the relationship to associated runoff and construction activities within the subdivision.
- C. The recommendation of the Engineer of Record is based upon the requirements of the Laramie County Land Use Regulations.
- D. The proposed erosion measures to be used and their effects.

## iii. Adverse Impacts Related to Flood or Landslide Hazards

With the exception of large acreage subdivision permits, approval of any subdivision permit shall be contingent upon evidence that the development will not represent a potential threat to life and property due to flooding or landslides. The following factors shall be considered and addressed:

- A. Mapped data regarding flood hazard areas, soil conditions and slopes.
- B. The recommendation of the County Engineer and the appropriate conservation district based on commonly accepted practices, and upon the Flood Insurance Rate Maps, as revised, prepared by the Federal Emergency Management Agency.
- C. Evidence that development on slopes that are greater than ten percent (10%) will be engineered and designed to ensure that all public or private improvements and all structures will be stable and safe.
- D. The recommendation of the Engineer of Record is based upon the requirements of the Laramie County Land Use Regulations.

## iv. Floodplain Requirements

- A. All floodplains, as currently mapped by FEMA or as revised/amended by a LOMR/LOMA, shall be shown on the plat and may require one of the following actions:



## LARAMIE COUNTY LAND USE REGULATIONS

- a. Dedication to the County of the 100-year floodplain as a drainage easement; or,
  - b. Evidence that base flood elevation data has been gathered in accordance with the County Floodplain Regulations; or,
  - c. Evidence that the subdivision is in compliance with all requirements of the County Floodplain Regulations.
- v. Conservation
  - A. Evidence shall be provided to show that water and energy conservation measures are in place for the design and construction of the subdivision.
- vi. Construction of Perimeter Fencing for Subdivision
  - A. For subdivisions as defined in W.S. 18-5-302(a)(vii), the subdivider shall be responsible for the construction of the perimeter fence. The adjoining landowner shall not be liable for any damage caused by, or arising from, livestock pastured on the adjoining land that may wander onto the subdivided land, as shown by WS 11-28-106, effective in 2023.

### 4-5-104 CONFORMANCE WITH LARAMIE COUNTY PUBLIC WORKS REGULATIONS

All subdivisions, with the exception of large acreage subdivisions, are subject to meeting the Public Works Regulations contained within the Laramie County Land Use Regulations, Title 5. Large acreage subdivisions shall only be subject to road and street design standards within that Title.

### 4-5-105 WORK IN PUBLIC RIGHT-OF-WAY

All work in public rights-of-way shall require proper permitting from the appropriate agency, i.e. county roads (Public Works), state highways (WYDOT), city roads (City of Cheyenne) including upgrades performed in the right-of-way.

### 4-5-106 PROPERTY ACCESS

All property shall have access suitable for the use to be developed on that property. Public streets and roads are the preferred method of accessing property. Private streets and roads may be allowed if they are in conformance with these regulations or the appropriate County regulations in effect at the time the access was constructed, and adequate provisions have been made for the continued maintenance of that access. Alleys and/or access easements will not be considered as primary accesses for nonresidential development purposes. All accesses require proper permitting from the appropriate agency, i.e. county roads (Public Works), city streets (City of Cheyenne), state highways (WYDOT), including upgrades performed in the right-of-way.





# LARAMIE COUNTY LAND USE REGULATIONS

## 4-5-107 WATER AND SEWER FOR DEVELOPMENT PURPOSES

Any property developed for business, commercial or industrial purposes in Laramie County shall be required to provide permanent on-site, enclosed and legally permitted facilities (water and sewer or well and septic) for occupant and/or public use. The Planning and Development Director may waive this requirement for a specific use if it can be adequately determined that the use will not require said facilities.

## 4-5-108 ROAD MAINTENANCE

All roads not accepted for maintenance by the County shall require a plan and funding source for road maintenance. The plan shall include yearly costs for maintenance (blading, snow removal, etc.) as well as other scheduled maintenance (i.e., chip seal every 8 – 10 years if paved roadways, etc.) and document how much each lot will be required to pay each year (or monthly to a road maintenance organization). The plan shall name and establish a legal organization which is responsible for road maintenance. The written plan shall be submitted with the subdivision permit and plat application. Documentation of the formal formation of the organization and showing how each lot will be responsible for the associated costs shall be a part of the plan provided by the subdivider for any small, minor or major subdivision.

## 4-5-109 REQUIRED PUBLIC IMPROVEMENTS FOR ALL SUBDIVISIONS

### *a. Improvements Required*

The following are required public improvements for all subdivisions, either urban or rural.

- i. Roads: Either public or private.
- ii. Roads: Urban to be paved. See Title 5 for requirements.
- iii. Roads: Rural, see Title 5 for paving requirements
- iv. Driveway access for rural and urban subdivisions.
- v. Road ditches or swales for urban and rural subdivisions, as appropriate.
- vi. Any storm drainage detention facility: urban or rural.
- vii. Curb and gutter: See Title 5 about urban roads.
- viii. Sidewalks: Urban subdivisions, see Title 5 for requirements.
- ix. Mailbox locations for urban and rural subdivisions.
- x. Mailbox stations for urban and rural subdivisions.
- xi. Any required off-site public improvement, based upon Title 5, for urban and rural subdivisions.

### *b. Sign Requirement*

All subdivisions which have public improvements shall post a sign, a minimum of four (4) feet by eight (8) feet, located at the entrance of the subdivision, in a conspicuous manner, immediately after the approval by the Board of County Commissioners. Construction drawings shall not be



## LARAMIE COUNTY LAND USE REGULATIONS

approved until such sign is erected. The sign shall be legible and easy to read for the viewer with the following statement:

“THIS SUBDIVISION IS REQUIRED TO INSTALL AND HAVE ALL PUBLIC IMPROVEMENTS ACCEPTED PRIOR TO ANY BUILDING PERMIT BEING ISSUED. ROADS ARE PRIVATELY MAINTAINED.

FOR FURTHER INFORMATION YOU MAY CONTACT THE SUBDIVIDER AT (SUBDIVIDER SHALL PROVIDE CONTACT NUMBER HERE).”

The sign may be removed once all public improvements are accepted by Laramie County Public Works.

### 4-5-110 SUBDIVISION PUBLIC IMPROVEMENTS

#### *a. Purpose*

- i. State statutes enable Laramie County the ability to ensure that required public improvements are to be installed. Further, state statutes indicate that what is shown on a plat by the subdivider is what is expected to be in place.
- ii. The purpose of a subdivision public improvements provision is to ensure the installation of all required public improvements by the subdivider. This ensures subdivision residents are provided with approved roads and driveway access, drainage ditches or swales, traffic control devices, drainage detention, when necessary, mailboxes and mailbox turn-outs, as well as fire protection cisterns when required.
- iii. A subdivider may also be required to build off-site improvements, which shall be a part of all of the public improvements required. Any off-site improvement shall be related to the impact which the subdivision creates that degrades existing standards for infrastructure used depended upon the public on a daily basis. The infrastructure which is mostly impacted are roads, but may include other types essential to the health and safety of the public. Off-site improvements are guaranteed through the regulations in Title 5.

#### *b. Enforcement Mechanism*

- i. It is mandatory that the subdivider build all required public improvements, including any required off-site improvements, unless otherwise provided for. Interior roadway improvements associated with a subdivision permit may be phased at the developer's discretion. Prior to any building permit being issued by Planning and Development, all public improvements including phasing proposals shall be reviewed and approved by Laramie County Public Works.
- ii. If all public improvements have not been accepted by Laramie County Public Works, then no building permit shall be issued. There are no exceptions.



## LARAMIE COUNTY LAND USE REGULATIONS

- iii. This subsection shall be rigorously enforced to ensure that the individual purchasing a lot has a guarantee to obtain a building permit and live in a subdivision where all required public improvements uphold their health, safety and general welfare.
- iv. Any party who actively and knowingly engages in misrepresenting this requirement is subject to a violation of the Laramie County Land Use Regulations, with a fine of up to \$750 per day.

### 4-5-111 BUILDING PERMITS

No building permit shall be issued for any structure on a lot in a subdivision until such time that Public Works has accepted all required public improvements.

### 4-5-112 COMMUNITY FACILITY FEES FOR SUBDIVISIONS

#### *Establishment and Purpose*

Subdividing land in Laramie County requires assessment of community facility fees. The assessment of fees is made at the time of subdivision permit application or simple subdivision application submittal, with payment required prior to plat recordation.

The use of this fee in Laramie County shall be for fire facilities and equipment for Laramie County Fire Districts and for the construction of Laramie County public parks or recreational facilities. Fees collected may be used by Laramie County for:

- i. Assisting land developers in funding the installation of required water cisterns for fire protection.
- ii. Assisting fire districts in repair, replacement, and maintenance of water cisterns.
- iii. Assisting fire districts with fire station construction.
- iv. Construction of new or maintenance of existing public parks or recreational facilities owned by or under a lease agreement with Laramie County.

#### *Applicability*

Fees established in this section apply to all subdivision types, including modest, minor, and major, whether large acreage or not, and regardless of whether processed administratively or through public hearings.

#### *Classification*

All lands platted within Laramie County shall be assessed a community facility fee according to the following schedule:

- i. Land within any water and/or sewer district or serviced by a public water and/or sewer utility in Laramie County shall be assessed community facility fees at a rate of five hundred dollars (\$500.00) per acre. This fee shall be prorated to the nearest one tenth (0.1) of an acre, but the minimum fee shall not be less than two hundred and fifty dollars (\$250.00).



## LARAMIE COUNTY LAND USE REGULATIONS

- ii. Land outside of a water and/or sewer district and land not served by any public water and/or sewer utility in Laramie County shall be assessed community facility fees at a rate of fifty dollars (\$50.00) per acre. The fee shall be prorated to the nearest one tenth (0.1) of an acre, but the minimum fee shall not be less than twenty-five dollars (\$25.00).

### *Exemptions*

Lands exempt from community facility fees include:

- i. Lands subdivided for governmental use (including schools, parks, offices, greenways, state or county facilities, etc.);
- ii. Lands subdivided for public streets, roads and alleys;
- iii. Lands subdivided for public drainage facilities, such as channels, detention or retention pond sites;
- iv. Lands subdivided and designated as open space;
- v. Where land is being replatted, it shall be exempt if:
  - A. The replat consists only of reconfiguring or eliminating interior lot lines with no additional land or building area added to the development; and
  - B. The replat results in no additional dwelling units, residential units, nonresidential units or lots, and therefore causes no greater impact on public park or fire facilities than the original plat; and
  - C. The replat results in no change in zoning, density, or intensity of use in comparison with the original plat.

### 4-5-113 PUBLIC SAFETY FEES FOR SUBDIVISIONS

#### *a. Establishment and Purpose*

Subdividing land in Laramie County requires the assessment of public safety fees. The assessment of fees is made at the time of subdivision permit application submittal, with payment required prior to plat recordation.

The use of this fee in Laramie County shall be for fire facilities and equipment for County fire districts. Public safety fees collected are to be managed by the Laramie County Board of Commissioners and are eligible to be used for the following projects:

- i. Assisting land developers in funding the installation of required water cistern for fire protection.
- ii. Assisting fire districts in installation, repair, replacement, and maintenance of water cisterns.
- iii. Assisting fire districts with fire station construction and acquisition of land for such construction.



# LARAMIE COUNTY LAND USE REGULATIONS

## *b. Applicability*

Fees established in this section apply to all subdivision types, including modest, minor, and major, whether large acreage or not, and regardless of whether processed administratively or through public hearings.

## *c. Classification*

All lands platted within Laramie County shall be assessed a public safety fee according to the following schedule:

- i. Land within any water and/or sewer district or serviced by a public water system shall be assessed a two hundred dollars (\$200.00) per lot public safety fee.
- ii. Land outside of a water and/or sewer district in Laramie County shall be assessed public safety fees at a rate of one thousand dollars (\$1,000.00) per lot.

## *d. Exemptions*

Lands exempt from public safety fees include:

- i. Lands subdivided for governmental use (including schools, parks, offices, greenways, state or county facilities, etc.);
- ii. Lands subdivided for public streets, roads and alleys;
- iii. Lands subdivided for public drainage facilities, such as channels, detention or retention pond sites;
- iv. Lands subdivided and designated as open space;
- v. Where land is being replatted, it shall be exempt if:
  - A. The replat consists only of reconfiguring or eliminating interior lot lines with no additional land or building area added to the development; and
  - B. The replat results in no additional dwelling units, residential units, nonresidential units or lots, and therefore causes no greater impact on public park or fire facilities than the original plat; and
  - C. The replat results in no change in zoning, density, or intensity of use in comparison with the original plat.

## *e. Rural Water Requirements*

The following chart is to be used to determine if rural water supply or land for a future fire station is required. Higher density, lots smaller than five (5) acres, and multi-family housing impact the following chart and may be managed on an individual basis:



## LARAMIE COUNTY LAND USE REGULATIONS

Number of lots	Miles from Fire Station	Miles from Existing Water Supply	Do You Need Cistern?
< 19	< 5 road miles		No cistern required
≥ 19	< 5 road miles	< 3 road miles	No cistern required
≥ 19	≥ 5 road miles	< 3 road miles	No cistern required
≥ 19	≥ 5 road miles	≥ 3 road miles	Cistern Required
≥ 25	≥ 10 road miles	≥ 3 road miles	Land for Future Fire Station Required

### *f. Inspection and Maintenance of Static Water Supply*

- i. Annual inspection of water supplies established under this section falls upon the fire district having jurisdiction.
- ii. Regular maintenance and repair shall be the responsibility of the fire district having jurisdiction.
- iii. Funding of major repairs or replacement of cisterns will be addressed by the board of county commissioners on an individual basis and may be sourced through the fund established by this section.

### *g. Cistern Design*

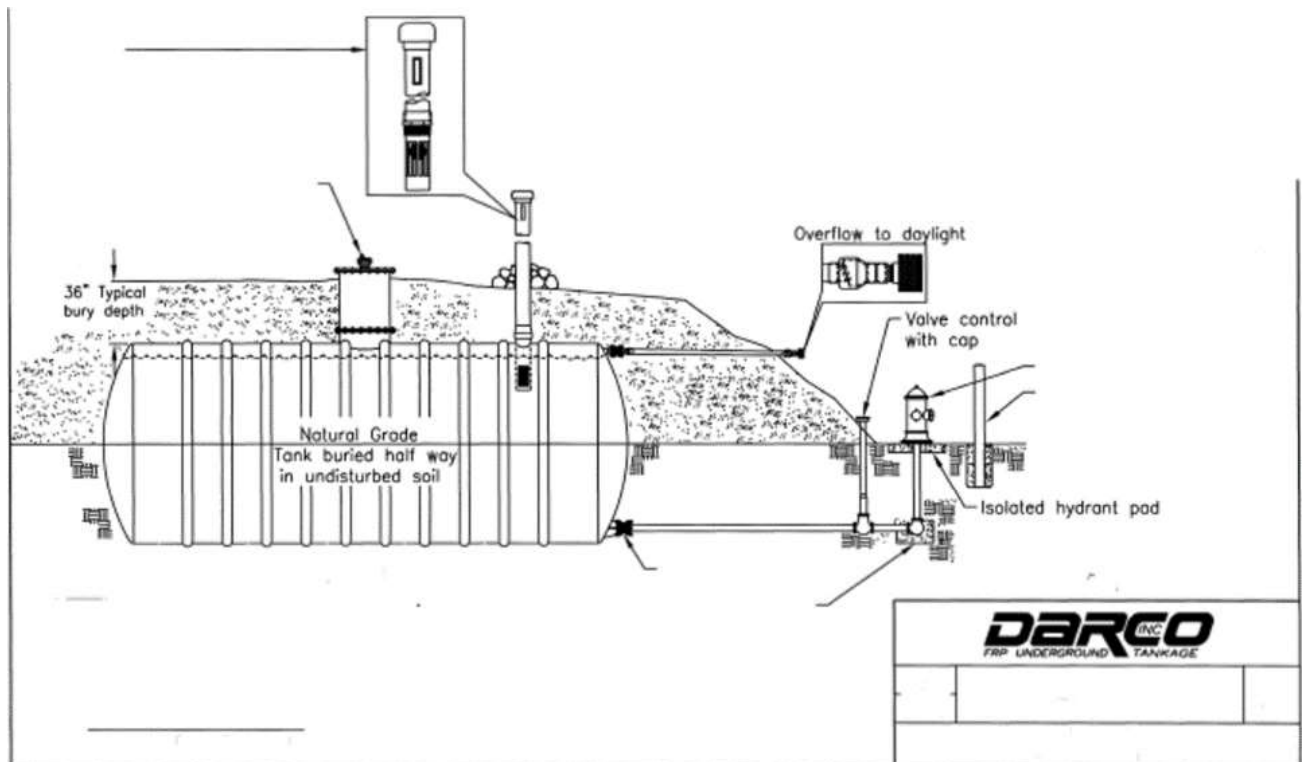
The following figures show approved 30,000-gallon cistern design with direct draft. These cisterns shall be utilized when tanks can be installed adjacent to the roadway and include a dry barrel hydrant featuring two (2) 2.5 male fittings and one (1) large diameter 4.5 fitting. The authority having jurisdiction for fire protection shall have final approval of location and design of cistern.

See Figures 1 and 2 for appropriate cistern design:



# LARAMIE COUNTY LAND USE REGULATIONS

Figure 1

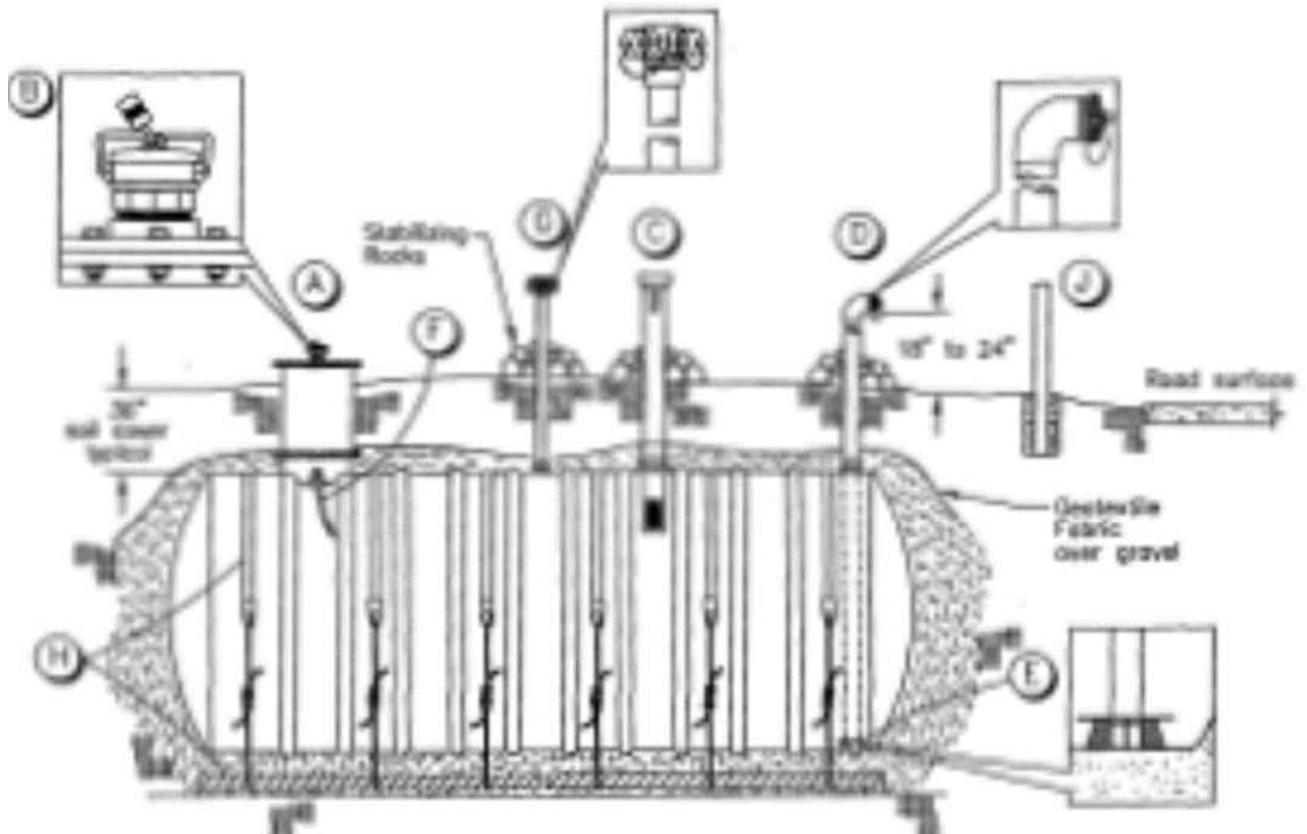






# LARAMIE COUNTY LAND USE REGULATIONS

Figure 2:





# LARAMIE COUNTY LAND USE REGULATIONS

## *h. Fire Station Development*

Proposed subdivisions greater than twenty (25) lots and further than ten (10) road miles from an existing fire station may require dedication of land by the subdivider of a lot with a minimum of five (5) acres at the discretion of the Board of County Commissioners.

**\*\*\*END OF CHAPTER 5 – SUBDIVISION PERMIT AND PLAT\*\*\***



# LARAMIE COUNTY LAND USE REGULATIONS

## CHAPTER 6 – VARIANCES

### 4-6-100 SUBDIVISION REGULATION VARIANCES

The Planning Commission may grant a subdivision variance only if it finds the particular application meets all of the following criteria:

- i. There are unusual physical circumstances, conditions, or constraints that are unique to the property that prohibits the subdivision from reasonably meeting these regulations;
- ii. The financial cost to the applicant shall not be considered as a condition for a variance of these regulations;
- iii. The unusual physical circumstances or conditions are not the result of actions of the applicant;
- iv. If the variance were granted, it would not create the potential to harm public safety and welfare by:
  - a. Significantly altering the essential character of the area in which the property is located; or
  - b. Impairing the reasonable use and enjoyment or development of adjacent property;
- v. The variance requested is the minimum variance that would afford relief and be the least modification of the requirements;
- vi. There would be no negative impacts to the existing or proposed roadway network, intersections, drainage, and floodplain areas;
- vii. The variance would still conform with reasonable and sound standards for surveying and engineering judgement and practice; and
- viii. The variance will not negate any zoning requirement.

**\*\*\*END OF CHAPTER 6 – VARIANCES\*\*\***



# LARAMIE COUNTY LAND USE REGULATIONS

## TITLE 5 PUBLIC INFRASTRUCTURE

### CHAPTER 1 ORGANIZATION AND ADMINISTRATION

#### 5-1-100 PURPOSE AND ORGANIZATION

#### 5-1-101 ADMINISTRATION

#### 5-1-102 DUTIES AND RESPONSIBILITIES

### CHAPTER 2 DRAINAGE AND STORMWATER MANAGEMENT

#### 5-2-100 PURPOSE

#### 5-2-101 SPECIAL FLOOD HAZARD AREA

#### 5-2-102 LAND DEVELOPMENT

#### 5-2-103 GENERAL DRAINAGE DESIGN PARAMETERS

#### 5-2-104 DESIGN STORM FREQUENCIES

#### 5-2-105 DRAINAGE REPORTS

#### 5-2-106 PRELIMINARY DRAINAGE REPORTS

#### 5-2-107 FINAL DRAINAGE REPORTS

#### 5-2-108 FINAL GRADING, DRAINAGE, AND DETENTION CERTIFICATION

### CHAPTER 3 GRADING, EROSION, AND SEDIMENT CONTROL

#### 5-3-100 PURPOSE

#### 5-3-101 RESPONSIBILITIES

#### 5-3-102 GRADING EROSION AND SEDIMENT CONTROL (GESC) PERMITS

#### 5-3-103 GESC PERMIT APPLICATION PROCESS

#### 5-3-104 GESC PERMIT TRANSFER PROCESS

#### 5-3-105 GESC PERMIT INSPECTIONS

#### 5-3-106 GESC CLOSING PROCESS

#### 5-3-107 BEST MANAGEMENT PRACTICE (BMP) REFERENCES

### CHAPTER 4 FLOODPLAIN MANAGEMENT

#### 5-4-100 STATUTORY AUTHORIZATION

#### 5-4-101 FINDINGS OF FACT

#### 5-4-102 PURPOSE



# LARAMIE COUNTY LAND USE REGULATIONS

5-4-103 METHODS OF REDUCING FLOOD LOSSES

5-4-104 LANDS TO WHICH THESE REGULATIONS APPLY

5-4-105 ESTABLISHING AREAS OF SPECIAL FLOOD HAZARD

5-4-106 ESTABLISHMENT OF FLOODPLAIN DEVELOPMENT PERMIT

5-4-107 COMPLIANCE

5-4-108 ABROGATION AND GREATER RESTRICTIONS

5-4-109 INTERPRETATION

5-4-110 WARNING AND DISCLAIMER OF LIABILITY

5-4-111 DESIGNATION OF THE FLOODPLAIN ADMINISTRATOR

5-4-112 DUTIES & RESPONSIBILITIES OF THE FLOODPLAIN ADMINISTRATOR

5-4-113 FLOODPLAIN DEVELOPMENT PERMIT PROCEDURES

5-4-114 FLOODPLAIN REGULATIONS VARIANCES AND CAUTIONS

5-4 -115 CERTIFICATION OF IMPROVEMENTS IN THE FLOODPLAIN

## CHAPTER 5 PROVISIONS FOR FLOOD HAZARD REDUCTION

5-5-100 GENERAL STANDARDS

5-5-101 SPECIFIC STANDARDS

5-5-102 STANDARDS FOR SUBDIVISION PROPOSALS

5-5-103 STANDARDS FOR AREAS OF SHALLOW FLOODING (AO/AH ZONES)

5-5-104 FLOODWAYS

## CHAPTER 6 ROADS/STREET AND SITE DESIGN STANDARDS

5-6-100 PURPOSE

5-6-101 INNOVATION, NEW TECHNOLOGY AND NON-TYPICAL DESIGN

5-6-102 ROADWAY FUNCTIONAL CLASSIFICATION

5-6-103 TRAFFIC IMPACT STUDIES

5-6-104 PUBLIC WORKS PERMITS

5-6-105 ACCESS

5-6-106 ACCESS/APPROACH PERMITS

5-6-107 UTILITY PERMITS



# LARAMIE COUNTY LAND USE REGULATIONS

5-6-108 RIGHT-OF-WAY/GRADING PERMITS

5-6-109 ROAD AND STREET DESIGN

5-6-111 CONSTRUCTION ZONES

5-6-112 BICYCLE FACILITIES

5-6-113 SIDEWALKS

5-6-114 TRAFFIC CONTROL DEVICES

5-6-115 MAILBOX PERMITS

5-6-116 MAILBOX INSTALLATIONS

5-6-117 ROADSIDE MEMORIAL PROGRAM

## CHAPTER 7 PUBLIC INFRASTRUCTURE VARIANCES

7-1-100 VARIANCE TYPES AND CRITERIA



# LARAMIE COUNTY LAND USE REGULATIONS

## TITLE 5 PUBLIC INFRASTRUCTURE

### CHAPTER 1 ORGANIZATION AND ADMINISTRATION

#### 5-1-100 PURPOSE AND ORGANIZATION

Title 5, Public Infrastructure creates standards and requirements which are effective throughout unincorporated Laramie County to uphold the public health, safety and general welfare of the community.

The requirements and standards are organized by chapters:

- Chapter 2 Drainage and Stormwater Management
- Chapter 3 Grading, Erosion and Sediment Control
- Chapter 4 Floodplain Management
- Chapter 5 Provisions for Flood Hazard Reduction
- Chapter 6 Road Standards

The County may impose additional or different requirements associated with Title 5 if the project/development includes unique aspects specific to the site and/or project. Any additional or different requirements shall be a result of protecting the public health, safety and general welfare of the community and/or being in the best interest of the general public.

#### 5-1-101 ADMINISTRATION

- a. The Laramie County Public Works Department is primarily responsible for administering Chapter 6 of Title 5 regulations. The Planning and Development Department is responsible for the remainder of the Title.
- b. Administrative adjustments with standards to be met are available in certain circumstances. See Section 1-5-101 for requirements. The Public Works Director, or designee, has the authority to grant an administrative adjustment within Chapter 6. The Planning Director, or designee, has the same authority within the remaining Chapters.
- c. Unless specifically denoted otherwise, there are no waivers contained within the regulations. There is no authority granted to the Planning or Public Works Departments to dismiss or relinquish a requirement or standard. If an applicant wishes a standard or requirement to be changed, the amendment process exists for that purpose.
- d. A variance request is available for certain subject matter shown in Title 5. All variance requests applied for under this title are to be reviewed and decided upon by the Planning Commission. An application, fees, public notice requirements and a public hearing are part of this process. See Section 1-5-100 for details.





## LARAMIE COUNTY LAND USE REGULATIONS

- e. An administrative appeal is available should an applicant disagree with an administrative decision or action taken on a particular development action, based upon the stated requirements. See Section 1-5-102 for appeal details.

### 5-1-102 DUTIES AND RESPONSIBILITIES

The duties and responsibilities contained within this title are shared between the applicant, their representative(s) and County staff. Each is dependent upon the other. Supporting evidence to carry out a project which upholds public safety, community health and the general welfare of the Laramie County community is necessary. It is this purpose which Laramie County staff considers at all times.

**\*\*\*END OF CHAPTER 1 – ORGANIZATION AND ADMINISTRATION\*\*\***



# LARAMIE COUNTY LAND USE REGULATIONS

## CHAPTER 2 DRAINAGE AND STORMWATER MANAGEMENT

### 5-2-100 PURPOSE

Stormwater management designs shall preserve the natural hydrologic functions, stream channel characteristics, and groundwater recharge of the pre-developed site to the extent practical. This shall be accomplished by treating runoff at the source; disconnecting impervious surfaces; preserving or enhancing natural flow paths and vegetative cover; preserving or enhancing natural open spaces and riparian areas; and other measures that replicate pre-development hydrologic conditions.

Drainage facilities and conveyance systems should be designed to reduce mosquitos. In addition, the purpose is to protect all properties (the property being developed and all adjacent properties) from negative impacts resulting from drainage and stormwater.

The standards in this section are in addition to and complement, but do not subvert, any requirements of the County Municipal Storm Sewer System Permit or the requirements of the State of Wyoming under the Wyoming Pollution Discharge Elimination System (WYPDES).

The storm water management section encourages Best Management Practices (BMPs) to promote on-site treatment and infiltration of storm water to uphold the public health, safety and general welfare. The use of BMPs can help treat polluted water; reduce the potential for flooding and property damage; and preserve natural hydrology by reducing the volume of water that is channeled away from historic infiltration patterns.

### 5-2-101 SPECIAL FLOOD HAZARD AREA

The drainage requirements and regulations for the development of land which is located in and adjacent to permanent or periodic streams subject to flooding and identified and designated as potential flood areas by the Federal Emergency Management Agency (FEMA), shall be in accordance with the Floodplain Management Regulations.

### 5-2-102 LAND DEVELOPMENT

- a. The primary responsibility for the planning, design, and construction of drainage improvements required is the responsibility of the person who is developing the land.
- b. The County shall carry out the responsibility of coordinating and reviewing proposals for drainage facilities to ensure compliance with these regulations and with approved plans.
- c. Preservation of the existing natural drainage ways, streams, ponds and depressions is encouraged; drainage improvements shall be planned to minimize increases in total volume and rate of flow of surface drainage in any existing way. Historical flow patterns and run-off quantities shall be maintained to reasonably preserve the natural character, appearance, existing drainageways, and to prevent property damage and physical changes of the type



## LARAMIE COUNTY LAND USE REGULATIONS

generally attributed to increases in run-off rate, volume, velocity, diversions, concentrations and/or unplanned ponding of stormwater.

- d. Provisions shall be made in the planning and development of land to provide for the temporary and/or permanent storage of surface water run-off. Storage shall be provided to the extent that the peak rate of flow from the project area after development shall not exceed the specified peak rate of flow prior to development, in accordance with the design standards established herein.
- e. The cumulative effect shall be to preserve the existing flow characteristics. If it can be demonstrated that the increased volume and rate of run-off caused by a proposed development, when considered in combination with other existing or planned developments or land uses, will not cause the historical flow characteristics to be exceeded, or that the cumulative effects of the run-off of the proposed development combined with other existing or planned developments or land uses shall not exceed the anticipated peak flows or volume, then it shall not be required that the individual project provide the storage as outlined above. A partial amount of storage may be required.
- f. If it can be demonstrated that due to the physical limitations of the project size, topography, geotechnical conditions, or safety hazards, that the storm water storage is not feasible, the developer shall then have the option of petitioning the County to undertake a public improvement project. This would provide the required storage by an alternate means not located on the project site. The County shall not be obligated to proceed with a public improvement upon receipt of a petition from the developer. The County shall initiate the required local improvement district in accordance with State statutes, but the final determination to proceed with the project shall be based upon the results of the required protest period, public hearing process, and the judgment of the Board.
- g. The County shall have the right and option to designate surface water storage areas to serve large land areas, which may include multiple developments and landowners. This option shall be exercised at the discretion of the County Engineer; the County shall initiate an Improvement District to address efficient implementation.
- h. During the development of land, the developer shall preserve the quality of surface water run-off. When the earth is disturbed and no vegetation exists, the developer shall provide the County a plan to control siltation during construction. This may include temporary siltation ponds or dams or other means to prevent soil from being carried off the development area by run-off waters. The developer shall be responsible for the securing of all required permits from and Federal agencies and shall comply with all applicable statutes pertaining to water quality and water pollution control.
- i. All components of the drainage system shall be maintained by the property owner. Should the storm water management system fail, the County shall have the right to hold the property



## LARAMIE COUNTY LAND USE REGULATIONS

owner responsible to make all necessary repairs to the system. Repairs shall be made at the sole expense of the owner. Maintenance shall include periodic cleaning, weed and grass cutting, repairs to pipe and underground structures as reasonably expected of a publicly owned and operated utility system. The design of a drainage improvement shall provide for equipment access for maintenance purposes.

- j. Proposed detention/retention ponds for a development shall have a drainage easement established and recorded on the plat or other legal document recorded with the County Clerk for the boundary of the detention/retention pond to ensure the area will remain a detention/retention pond in the future.
- k. The County shall not maintain those components of drainage systems that are associated with roadways that the county does not maintain. The County shall not maintain components of drainage facilities located on private property.
- l. The primary purpose of a drainage study is to identify drainage related issues and outline a plan to mitigate potential problems resulting from construction of the development. The primary responsibility of identifying drainage related issues shall remain the responsibility of the developer. The drainage designer should contact the County to discuss drainage related issues and potential mitigation efforts early in the project.
- m. The County Engineer shall review submittals and provide recommendations. Acceptance of a drainage report implies the County concurs with the project's stormwater management plan.
- n. Approval of a drainage report, submitted without construction plans or improvement plans outlining a detailed drainage design, constitutes conceptual approval and should not be considered a final approved drainage plan. All submittals will be reviewed using professionally recognized methods.

### 5-2-103 GENERAL DRAINAGE DESIGN PARAMETERS

- a. Drainage planning shall provide for conveyance from areas upstream of a project to be maintained for a 100-Year frequency storm event.
- b. Drainage planning and design shall at a minimum evaluate rainfall event frequencies of a 5-Year, 10-Year, 50-Year, and 100-Year peak runoff. Design rainfall events from drainage master plans, FEMA FIS studies, and subsequent references to those documents shall generally be accepted. It is recommended to contact Laramie County for appropriate design rainfall references early in the planning stages of a project.
- c. Drainage planning shall provide for detention of stormwater based on the downstream conveyance capacity of a project. Any increase in runoff for a project as a result of adding impervious or semi-impervious area(s) shall require a detention or retention pond unless otherwise noted in these regulations. Volumetric impacts to sump areas and road



## LARAMIE COUNTY LAND USE REGULATIONS

embankments shall be required if changes are anticipated in downstream flood evaluations. Proposals to increase downstream conveyance capacity of an area may be considered in-lieu of over-detention on a project with appropriate engineering justification. Detention ponds shall be designed to have 1 foot of freeboard.

- d. Drainage planning shall not include the use of right-of-way or road embankments for use as detention or retention storage areas.
- e. Drainage planning and design shall provide for stormwater detention based on a design storm up to a 100-Year frequency. Post-development design requirements shall be for a system to maintain total site discharge at no greater than a pre-development (or historic) 50-Year rate for a 100-Year Storm event. Drainage planning shall include a design to maintain post-development runoff rates to historic rates for all return periods. Emergency spillways shall be included in the design planning for detention facilities.
- f. A variance request for any detention storage requirements shall include all engineering information necessary to substantiate it.
- g. The developer/property owner shall be responsible for obtaining permits from the Wyoming State Engineer's Office (SEO) when applicable to any proposed stormwater detention and/or retention facilities. Contact the SEO for rules and regulations regarding floodwater detention/retention facilities.
- h. The developer/property owner shall be responsible for obtaining approvals for new bridges or large span culverts from the Wyoming Department of Transportation.
- i. If a retention pond is utilized instead of a detention pond, the retention pond bottom shall be designed to infiltrate at a rate that will empty the pond within 48 hours or less of all storm events. Retention ponds shall be designed to store 1.5 times the volume required.
- j. Detention/retention ponds shall be designed with a spillway in the event the pond overtops. The spillway shall be located and discharge the overtopping runoff into a safe location that will not cause harm to adjacent property.
- k. For any proposed roadway that is designed to be overtopped by any storm event, the construction plans shall include armoring details for the roadway embankment to avoid the roadway being washed out. Armoring shall include fabric and riprap, or other armor designs as approved by the County Engineer, for the entire area that will be overtopped.
- l. For public roadways (this does not apply to private residential driveways) that will be overtopped during any storm event, within or out of a floodplain, the following shall be required:
  - i. If the roadway being overtopped is the only access to property or the roadway is a collector or arterial roadway, it shall be designed such that the depth of flow (ft)



## LARAMIE COUNTY LAND USE REGULATIONS

multiplied by the velocity (fps) is less than 6. Therefore, if the depth of flow is 1 foot and the velocity is 6 fps, this would result in a 6 which would exceed the allowable range.

- ii. If there is an alternative route to access all property, the County Public Works Director, or its designee, may allow proper/adequate signage for the overtopped roadway area in lieu of meeting the less than “6” requirement.
- iii. The Director of Public Works, or its designee, may also allow other modifications for roadways that are overtopped which may include wider road section, removing the crown and having a cross slope, etc.
- iv. Collector and Arterial streets/roadways shall be designed to not overtop during the 100-year storm event.

For private residential driveways, good and practical engineering judgement shall be used in designing the overtopping of a private access roadway such that the safety of the public is paramount. If there is the potential for vehicle and/or bodily harm due to over-topping, the design engineer shall take all reasonable precautions to protect and notify the public (i.e., private home/property owner and all visitors) via signage, proper notification, etc. of any potential risks.

### 5-2-104 DESIGN STORM FREQUENCIES

NOAA Atlas 14, Volume 12 shall be used for design rainfall intensity data for the specific location of the development since it varies throughout the County. All drainage improvements shall be designed to convey the Minor Storm, as a minimum, with provisions made to maintain the Major Storm conveyance needs of a facility. Specific requirements are outlined in Table 4 below:

#### **Major Storm conveyance needs of a facility.**

Zoning District/Land Use	Design Storm Frequency (in years)	
	Minor	Major
Parks/Open Public Lands	2	100
Agricultural/Rural Residential	5	100
Urban Residential	5	100
Commercial	10	100
Industrial	10	100



# LARAMIE COUNTY LAND USE REGULATIONS

## *a. Rural*

- i. Public Roads: Culverts (Minor Storm) – Roadside ditches (Major Storm).
- ii. All Roads: New culverts shall not impound runoff to cause inundation of surrounding properties. Crossings in floodplains shall meet current Laramie County Floodplain Regulations.
- iii. Prevention Regulations and FEMA National Flood Insurance Program requirements.
- iv. Drainage Channels or Swales (Major Storm within easement).

## *b. Urban*

- v. Local Street - Storm Sewer/Street Networks
  - A. Minor Storm – no curb overtopping.
  - B. Major Storm – maximum depth 18” above gutter flowline.
- vi. Collector Street - Storm Sewer/Street Networks
  - A. Minor Storm – no curb overtopping and one interior drive lane clear (no spread).
  - B. Major Storm – maximum depth 18” above gutter flowline, 12” maximum flow at cross street intersections.
- vii. Arterial Street - Storm Sewer/Street Networks.
  - A. Minor Storm – no curb overtopping and one interior drive lane clear of spread.
  - B. Major Storm – maximum depth 12” above gutter flowline, 6” maximum flow at cross street intersections. Drainage Swales (Major Storm within easement).

## 5-2-105 DRAINAGE REPORTS

- a. Include a cover sheet with project name and location, name of firm or agency preparing the report, Professional Engineer’s signed and sealed certification, table of contents, and page numbers.
- b. The report shall contain a certification sheet with the following statement, and appropriate signatures:

“I hereby attest that this report for the (Preliminary or Final) drainage design of (Name of Development) was prepared by me, or under my direct supervision, in accordance with the provisions of THE LARAMIE COUNTY LAND USE REGULATIONS for the responsible parties thereof. I understand that Laramie County does not and shall not assume liability for drainage facilities designed by others.”

- Licensed Professional Engineer (Affix Seal)
- State of Wyoming No. (Affix Seal)





# LARAMIE COUNTY LAND USE REGULATIONS

For drainage computations, clearly identify the following:

- i. Rainfall data or design storm source references.
- ii. Rainfall loss method (i.e. curve number, runoff coefficient(s), Horton or Green- Ampt parameters. Include initial abstraction parameters.
- iii. Identify any computer modeling software and version used with an analysis.

## 5-2-106 PRELIMINARY DRAINAGE REPORTS

Preliminary Drainage Reports shall be required and submitted with a Preliminary Subdivision Plan application and Plat application unless the development meets the criteria where it is not required. The intent of the Preliminary Drainage Report is to outline drainage planning for the project, in narrative form with supporting figures included, for review by the County, prior to preparing more detailed studies and designs.

Preliminary Drainage Reports are required for subdivisions involving five or more rural residential lots/tracts and urban residential subdivisions involving two or more lots/tracts.

The Preliminary Drainage Report shall be prepared by a Wyoming Licensed Engineer and shall contain, the following information:

- a. A vicinity map (if not included with a plat map) along with applicable addresses, Township, Range, and Sections and  $\frac{1}{4}$  Section.
- b. Major drainage basin and sub-basins (if applicable/present).
- c. Discussion of the existing property and predevelopment drainage characteristics. This shall include identifying current floodplain and flood hazard areas, natural conveyance channels, etc.
- d. Discussion and information/data provided on the total existing impervious area vs. the total proposed impervious area. This shall also include the total area of semi-impervious areas (i.e., gravel areas, gravel roads, and other types of ground cover other than natural grass or sod).
- e. Discussion of any upstream properties and existing upstream drainage characteristics and adequacy of conveyance systems.
- f. Discussion of conveyance ways existing downstream of project to nearest major drainage way. This shall include identifying potential downstream conveyance/capacity issues.
- g. Discussion of proposed stormwater management plan to mitigate post- development drainage impacts. This shall include outlining a plan to maintain conveyance from upstream property and proposed stormwater detention systems on the site.



## LARAMIE COUNTY LAND USE REGULATIONS

- h. Other items of discussion may be included to provide additional background information or substantiate the proposed drainage plan.
- i. For Preliminary Development Plans and Plats, the engineer shall include in the Preliminary Drainage Report, discussion on the need for any drainage easements and determine locations for any drainage easements (for conveyance of runoff across property and/or detention facilities) that will be required or necessary such that the easements can be shown and included on the Plat prior to recordation. If the engineer determines no drainage easements are required or necessary, the engineer shall, at a minimum, state in the report that, based on their review, analysis, and opinion, no drainage easements are required for the plat to convey drainage safely and appropriately.
- j. For projects anticipated to be sold off for future development by others, the Preliminary Drainage Report shall outline a conceptual drainage plan (anticipated surface and storm drain conveyances along with detention requirements) for the entire development. This shall include accounting for all initially anticipated improvements.
- k. An overall drainage plan map shall include the following:
  - i. Outline of upstream area.
  - ii. Outline of overall project area.
  - iii. Outline of downstream conveyance path to nearest major drainage way.
  - iv. Outline of proposed drainage features.
  - v. Existing/proposed drainage patterns.
  - vi. Proposed outfall location of point discharges and ultimate receiving drainage way.
- l. References to master plans or other relevant local studies shall be included in the conceptual report narrative.

If a development will require detention due to an increase in impervious areas, increase in runoff, or a need to protect downstream property, the Preliminary Drainage Report shall also include the following:

- i. Detailed runoff computations from the pre-development area (on-site, upstream).
- ii. Detailed computations on existing downstream conveyance systems to be utilized with the project.
- iii. Preliminary computations on proposed conveyance systems.
- iv. Preliminary computations on proposed detention systems and outlet controls. Volume computations shall include a detention systems storage volume in cubic feet or acre-ft and



# LARAMIE COUNTY LAND USE REGULATIONS

the proposed volume in terms of inches of storage for gross tributary area. For areas being platted specifically for detention, the preliminary design of the detention facility shall be included showing preliminary design contours.

- v. Computations and computer modeling results to substantiate findings and recommendations.

As indicated in 5-2-105, some of the above items may be eligible for an administrative adjustment and not required in the preliminary drainage report; however, it is not the intent of an administrative adjustment to relieve the applicant of the requirement for submitting a preliminary drainage report; that would require a variance.

## 5-2-107 FINAL DRAINAGE REPORTS

Final drainage reports shall be submitted with a site plan application or for subdivisions that require a ROW permit and/or grading permit for proposed roadways with the final construction plans. The intent of the Final Drainage Report is to outline final drainage design details for review by the County. The Final Drainage Report shall include sufficient information to substantiate the final design. If no substantial changes are required to a Preliminary Drainage Report, the Final Drainage Report may be submitted as an amendment to the Preliminary Drainage Report.

Final Drainage Reports are required for subdivisions involving five or more rural residential lots/tracts, urban residential subdivisions involving two or more lots/tracts, and for site plans when the proposed site has impervious and semi-impervious areas totaling more than 20,000 sq. ft. Semi-impervious areas include ground surfaces that have a lower infiltration rate or higher runoff curve number (CN number) than natural ground, sod, or grass seeded areas.

### *a. Requirements*

Final Drainage Reports shall contain the following information:

- i. All requirements of the Preliminary Drainage Report with the exception that final design computations be included for all proposed drainage facilities.
- ii. Comparison tables/graphs of pre-development and post-development runoff rates shall be included in the final report for major and minor storms events.
- iii. Calculations and analyses for all culverts and storm sewer systems showing the size, type, etc. called out on the plans are appropriately sized to handle the anticipated flows.
- iv. For any proposed roadway that is designed to be overtopped by any storm event, the Final Drainage Report shall include the depth of overtopping for all events and the velocities upstream, over the roadway, and downstream. In addition, the Final Drainage Report and construction plans shall include armoring details for the roadway embankment to avoid the roadway being washed out. Armoring shall include fabric and riprap, or other armor designs as approved by the County Engineer, for the entire area that will be overtopped.



## LARAMIE COUNTY LAND USE REGULATIONS

- v. For public roadways (this does not apply to private residential driveways) that will be overtopped during any storm event, within or out of a floodplain, the following shall be required:
  - A. If the roadway being overtopped is the only access to property or the roadway is a collector or arterial roadway, it shall be designed such that the depth of flow (ft) multiplied by the velocity (fps) is less than 6. Therefore, if the depth of flow is 1 foot and the velocity is 6 fps, this would result in a 6 which would exceed the allowable range.
  - B. If there is an alternative route to access all property, the County Public Works Director, or its designee, may allow proper/adequate signage for the overtopped roadway area in lieu of meeting the less than "6" requirement.
  - C. The Director of Public Works, or its designee, may also allow other modifications for roadways that are overtopped which may include wider road section, removing the crown and having a cross slope, etc.
  - D. Collector and Arterial streets/roadways shall be designed to not overtop during the 100-year storm event.
  - E. For private residential driveways, good and practical engineering judgement shall be used in designing the overtopping of a private access roadway such that the safety of the public is paramount. If there is the potential for vehicle and/or bodily harm due to over-topping, the design engineer shall take all reasonable precautions to protect and notify the public (i.e., private home/property owner and all visitors) via signage, proper notification, etc. of any potential risks.
- vi. A detention area(s) summary table or curve showing the following shall be included in the report or appendices:
  - A. Stage vs. Area
  - B. Stage vs. Discharge (or outflow)
- vii. For retention ponds, the report shall demonstrate how the pond bottom design will result in an infiltration rate allowing the pond to empty within 48 hours or less for all storm events.

### *b. Exemptions*

A Final Drainage Report is not required under the following conditions:

- i. if the subdivision involves less than four rural residential lots/tracts, or
- ii. one urban residential lot/tract, or
- iii. the commercial site has less than 20,000 sq. ft. of total impervious and semi-impervious areas,
- iv. AND there are no culverts, storm sewer systems, and no detention/retention ponds associated with the development.



# LARAMIE COUNTY LAND USE REGULATIONS

## 5-2-108 FINAL GRADING, DRAINAGE, AND DETENTION CERTIFICATION

Upon final construction and prior to the issuance of any Certificate of Occupancy (for residential or commercial developments), a final Grading and Drainage Certification shall be submitted to Laramie County. The Certification shall be made by a Wyoming Licensed Professional Engineer or Professional Land Surveyor and include the following notation:

"I hereby attest certify that the grading and drainage facilities installed as shown on **<construction plan name, date>** have been constructed in accordance with the approved grading plan and drainage design/report for the **<name of development>**. All stormwater drainage **<or retention>** facilities installed at this location conform to the approved design plans. Stormwater detention facilities constructed for this project facility meet or exceed storage volumes requirements outlined in the **<Final Drainage Report>** dated **<date of final report>** by **<firm prepared Final Drainage Report>**. As-constructed detention or retention pond volumes for **<name of retention or detention facility or number>** is **<volume>** and the required volume per the approved Final Drainage Report is **<volume>**. Deviations from the approved plans are documented on the as-constructed drawings which have been submitted with this certification".

Licensed Professional Engineer/Land Surveyor\_\_\_\_\_ (Affix Seal)

State of Wyoming No.\_\_\_\_\_ (Affix Seal)

**\*\*\*END OF CHAPTER 2 – DRAINAGE AND STORMWATER MANAGEMENT\*\*\***



# LARAMIE COUNTY LAND USE REGULATIONS

## CHAPTER 3 GRADING, EROSION, AND SEDIMENT CONTROL

### 5-3-100 PURPOSE

The purpose of this chapter is to set standards on Laramie County requirements for grading, pollutants, sediments, and general erosion control permits associated with construction and development related activities. The overall goal is to ensure projects are being developed with effective erosion and sediment control Best Management Practices (BMPs) for all land-disturbing activities. The goal is to ensure the proper use of BMPs that can result in reducing and eliminating sediment levels that degrade downstream areas or reach local water bodies.

### 5-3-101 RESPONSIBILITIES

- a. The responsibility for the planning, design, installation and maintenance of sediment and erosion control features required is vested in the person developing the land. The County shall assume the responsibility of reviewing activities that disturb the land surface to ensure compliance with local, State, Federal and local regulations, and with approved plans.
- b. The overall goal of the Water Quality chapter is to monitor and verify the implementation of erosion and sediment control BMPs (Best Management Practices) and good on-site housekeeping practices as a standard for all land- disturbing activities in the County. Laramie County is committed to protecting water resources and ensuring that future development continues in an environmentally sound manner. Laramie County is implementing a monitoring program to document that projects are following the intent of the requirements of the Federal Clean Water Act and the specifics of the Wyoming Department of Environmental Quality – Surface Water Quality Division’s (WYDEQ’s) WYPDES Storm Water Program. The primary focus is with respect to construction site management activities. Laramie County may issue a Stop Work Order for projects proceeding in violation of the requirements outlined in this section.
- c. All responsibilities for obtaining other approvals or permits associated with site grading and erosion and sediment control from other regulatory entities (i.e. city, state, and federal) shall be with the parties involved with activities that disturb the land surface. Laramie County does not coordinate approvals with other regulatory agencies or items under this chapter.

#### *d. Exemptions*

The following land uses are exempt from these erosion control requirements:

- i. Agricultural land uses.
- ii. Residential uses that are outside the County’s zoned boundary.

### 5-3-102 GRADING EROSION AND SEDIMENT CONTROL (GESC) PERMITS

#### *a. Projects Requiring Grading Permits*

- i. Any project that disturbs 1.0 acre or more land, including residential projects.
- ii. New nonresidential development and redevelopment on sites less than 1.0 acre.



## LARAMIE COUNTY LAND USE REGULATIONS

- iii. Installation of utility lines in excess of 1000 linear feet. (outside of the County Right-of-Way).
- iv. Installation of utilities for a new development, prior to the start of overlot clearing or grading.
- v. Any clearing, grubbing, grading or filling operations located within 100 feet of a major drainage way or FEMA flood hazard area.
- vi. Fill or excavation of 50 or more cubic yards of material, not related to building of a detached single family residential unit.
- vii. Any project that the County determines to have a potential impact to the health, safety and welfare of people and/or the environment.

### *b. Projects That Do Not Require a Grading Permit*

- i. Routine agricultural practices, including tilling, planting, harvesting, or livestock operations. (Activities not considered as routine agricultural practices, and therefore requiring a GESC Permit, include land grading and work in or adjacent to streams and drainage channels.)
- ii. Pavement repair on public and private roadways. (Although a GESC Permit is not required, erosion and sediment control BMPs and a Right- of-Way Permit are required.)
- iii. Emergency situations that pose an imminent risk to life or property, such as hazardous waste clean-up operations and fire.
- iv. Livestock grazing.
- v. Weed control.
- vi. Burning.
- vii. Irrigation and associated activities including operation, maintenance and construction of irrigation facilities; ditch maintenance and pumping; and maintenance, operation and construction of diversions and headgate structures.
- viii. Landfills permitted by other agencies.
- ix. Mines, quarries, gravel-aggregate mining, or similar operations permitted through other agencies.
- x. Oil and gas operations permitted by other agencies.
- xi. Operations on State-held lands.
- xii. Operations within WYDOT rights-of-way.
- xiii. Operations on Federally-held lands.

### *c. Types of Grading Permits*

The following two types of GESC Permits are issued by Laramie County:

- i. Low Impact GESC Permit - Some land-disturbing activities may have a negligible negative impact on adjacent properties and downstream receiving waters. For projects with a disturbed area less than one acre where negligible negative impact can be adequately demonstrated to the County, streamlined submittal requirements may apply. If, after





## LARAMIE COUNTY LAND USE REGULATIONS

reviewing the submitted information, County staff concur that there is low impact, a Low Impact GESC permit will be designated for the project.

- ii. Standard GESC Permit - A Standard GESC Permit is required for all of the land-disturbing activities identified in this regulation other than the activities qualifying for a Low Impact GESC Permit.

### 5-3-103 GESC PERMIT APPLICATION PROCESS

A GESC permit may be required prior to the beginning of construction activities that disturb the land surface as outlined in this regulation.

#### *a. Low-Impact GESC*

The applicant for a Low Impact (less than 5 acres) GESC permit shall submit to the County the following:

- i. Location map/plan showing the site, disturbed area, and proposed BMPs. Installation details for each BMP to be used shall be included.
- ii. Proposed activities.
- iii. Project size.
- iv. Area to be disturbed, relevant timelines, and final stabilization.
- v. Photographs/aerial view showing existing conditions of the area to be disturbed (prior to proposed activities). The County shall review the information provided with the building permit to determine if a Low Impact GESC permit is required. An application that is less than 5 acres but is contained within an area where topography may potentially cause increased impacts to surrounding properties, water features or drainages may be subject to the Standard GESC permit provisions if deemed necessary by the County.

#### *b. Standard GESC*

The applicant for a Standard GESC permit shall submit to the County the following:

- i. For disturbance of five (5) acres or more – one copy of the Storm Water Pollution Prevention Plan (SWPPP).
- ii. One copy (Signed) of the applicable WYPDES Permit (See Wyoming Department of Environmental Quality website for current information).
- iii. GESC Phasing Plan (if portions of the project are to be phased in construction under a single GESC permit). The GESC Phasing Plan shall include an overall map outlining the project phasing. Known timelines shall be included with the GESC Phasing Plan Map.
- iv. Grading Permit Fees (as applicable) required at the time of application. Contact Laramie County for fee schedules associated with GESC permits.

### 5-3-104 GESC PERMIT TRANSFER PROCESS

If a project or portion of a project is sold to a new Owner, or if a different Contractor replaces the Contractor that is identified on the GESC Permit, the GESC Permit shall be transferred to the new



# LARAMIE COUNTY LAND USE REGULATIONS

Owner and/or Contractor. The transfer shall require a new GESC Permit Application and payment of any associated transfer fees. Failure to transfer the GESC Permit if the Owner or Contractor changes will result in the issuance of a Stop Work Order.

## 5-3-105 GESC PERMIT INSPECTIONS

Laramie County may complete inspections of projects or investigate complaints against a project or a GESC-related activity. Stop Work Orders may be issued by Laramie County independent of WYDEQ with a request to address deficiencies of SWPPP plans or maintenance of BMPs at the discretion of the County.

### *a. Stop Work Orders*

Laramie County is authorized to order work to be stopped on any project that disturbs the land, and which is not in compliance with the requirements of the GESC Permit. When a Stop Work Order is issued, the GESC Permit for that project is revoked. In addition, the State of Wyoming Department of Environmental Quality may be notified. If a project is issued a Stop Work Order, all work on site shall be stopped immediately. Safety-related items (e.g., backfilling of holes and trenches) as well as corrective actions may be completed; however, the Permittee(s) shall inform the County of such activities. Stop Work Orders may be issued for:

- i. Failure to provide routine maintenance for erosion and sediment controls;
- ii. Tracking of material onto roadways and adjacent paved areas;
- iii. Failure to make required SWPPP plan revisions; i
- iv. Failure to perform BMP maintenance as directed by Laramie County.

### *b. Permit Reinstatement*

The Permittee(s) shall do any of the following which may be required at the discretion of the County to reinstate a GESC Permit and resume work on the site:

- i. Correct the deficient practices that precipitated the Stop Work Order.
- ii. Reapply for a GESC Permit and pay any required permit fees to Laramie County. An updated copy of the SWPPP shall be included.
- iii. Obtain a new GESC Permit.

## 5-3-106 GESC CLOSING PROCESS

- a. All GESC permits shall be formally closed prior to issuance of a Certificate of Occupancy (CO) on building permits issued for residential subdivision projects. For projects which are phased, portions of the areas under a GESC permit may be closed under an approved GESC phasing plan. The final closing process shall include the following:
  - i. The GESC permit holder shall submit a written request to Laramie County requesting to close a GESC Permit.
  - ii. One copy of the project final SWPPP shall be submitted including all revisions, inspection reports, maintenance reports, etc.



## LARAMIE COUNTY LAND USE REGULATIONS

- iii. Final stabilization has been achieved on all parts of the site, as defined below:
  - A. All soil disturbing activities at the site have been completed and a uniform perennial vegetative cover with a density of 70% of the typical or native background vegetative cover for the area has been established on all unpaved areas and areas not covered by permanent structures. Final stabilization using vegetation must be accomplished using plants or seed mixtures of forbs, grasses and/or woody vegetation that are adapted to the conditions of the site.
  - B. All temporary synthetic and structural erosion and sediment control measures (e.g. – silt fence, temporary rock check dams) have been removed from the site.
- b. Laramie County may withhold issuing other applicable permits until a project GESC is formally closed.

### 5-3-107 BEST MANAGEMENT PRACTICE (BMP) REFERENCES

The following sediment and erosion control references shall be utilized when reviewing and approving BMPs and SWPPPs for submittal to Laramie County:

- a. Douglas County Colorado: Grading Erosion, and Sediment Control (GESC) Manual (current edition); published by The Department of Public Works Engineering Division. Manual is available from the Douglas County Colorado website.
- b. Urban Drainage and Flood Control District Criteria Manual Volume 3; published by The Urban Drainage and Flood Control District (UDFCD) Denver, Colorado. Manual is available from the UDFCD website.
- c. Publications and recommended resource documents from the Wyoming Department of Environmental Quality, Water Resources Division, WYPDES Storm Water Program.

**\*\*\*END OF CHAPTER 3 – GRADING, EROSION, AND SEDIMENT CONTROL\*\*\***



# LARAMIE COUNTY LAND USE REGULATIONS

## CHAPTER 4 FLOODPLAIN MANAGEMENT

### 5-4-100 STATUTORY AUTHORIZATION

Wyoming Statute 18-5-201 et. seq. authorizes Laramie County to regulate the use, condition of use or occupancy of lands in unincorporated Laramie County.

### 5-4-101 FINDINGS OF FACT

- a. The flood hazard areas of Laramie County, Wyoming are subject to periodic inundation which results in loss of life and property, health and safety hazards, disruption of commerce and governmental services and extraordinary public expenditures for flood protection and relief, all of which adversely affect the public health, safety and general welfare.
- b. These flood losses are created by the cumulative effect of obstructions in floodplains which cause an increase in flood heights and velocities, and by the occupancy of flood hazards areas by uses vulnerable to floods and hazardous to other lands because they are inadequately elevated, floodproofed or otherwise protected from flood damage.

### 5-4-102 PURPOSE

It is the purpose of these regulations to promote the public health, safety and general welfare; and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:

- a. Protect human life and health;
- b. Minimize expenditure of public money for costly flood control projects; iii. Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- c. Minimize prolonged business interruptions;
- d. Minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in floodplains;
- e. Help maintain a stable tax base by providing for the sound use and development of flood prone areas in such a manner as to minimize future flood blight areas;
- f. Ensure that potential buyers are notified that property is in a flood area; and
- g. Ensure that those who occupy areas of special flood hazard assume responsibility for their actions.

### 5-4-103 METHODS OF REDUCING FLOOD LOSSES

In order to accomplish its purposes, these regulations use the following methods:

- a. Restrict or prohibit uses that are dangerous to health, safety or property in times of flood or cause excessive increases in flood heights or velocities;
- b. Require that uses vulnerable to floods, including facilities that serve such uses, be protected against flood damage at the time of initial construction;



## LARAMIE COUNTY LAND USE REGULATIONS

- c. Control the alteration of natural floodplains, stream channels, and natural protective barriers, which are involved in the accommodation of floodwaters;
- d. Control filling, grading, dredging and other development that may increase flood damage;
- e. Prevent or regulate the construction of flood barriers which will unnaturally divert flood waters, or which may increase flood hazards to other lands.

### 5-4-104 LANDS TO WHICH THESE REGULATIONS APPLY

These regulations shall apply to all areas of special flood hazard within the jurisdiction of Laramie County, Wyoming but does not include areas within incorporated municipalities.

### 5-4-105 ESTABLISHING AREAS OF SPECIAL FLOOD HAZARD

- a. The areas of special flood hazard identified by the Federal Emergency Management Agency in a scientific and engineering report entitled "The Flood Insurance Study for Laramie County, Wyoming," dated January 17, 2007, with accompanying Flood Insurance Rate Maps (FIRM), and any revisions thereto, are adopted by reference and declared to be a part of these regulations.
- b. Laramie County Floodplain Management Maps, a certain set of maps marked and designated by Laramie County, herein referred to, are adopted and made a part hereof in these regulations. This set of maps depicts Areas of Special Flood Hazard based on engineering and technical data from various sources.
- c. The documents referred to in this section shall be on file and available for inspection by the public.

### 5-4-106 ESTABLISHMENT OF FLOODPLAIN DEVELOPMENT PERMIT

- a. A Floodplain Development Permit shall be required to ensure conformance with the provisions of these regulations. A Floodplain Development Permit shall be obtained before construction or development begins within any Area of Special Flood Hazard as defined in Section 5-4-105.
- b. Application for a Floodplain Development Permit is available from the Planning Department. If a zoning certificate, address affidavit, plat, site plan, or construction plans are required by other regulations of Laramie County, the application for such approvals will constitute an application for a floodplain development permit, provided the application contains, as a minimum, the information described in this section. In cases where other permits or review is not otherwise required, a separate application for a floodplain development permit is required.

### 5-4-107 COMPLIANCE

No structure or land shall hereafter be located, altered, or have its use changed without full compliance with the terms of these regulations and other applicable regulations, including all currently adopted building codes.



# LARAMIE COUNTY LAND USE REGULATIONS

## 5-4-108 ABROGATION AND GREATER RESTRICTIONS

These regulations are not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where these regulations and other regulations, easements, covenants, or deed restrictions conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

## 5-4-109 INTERPRETATION

In the interpretation and application of these regulations, all provisions shall be:

- a. Considered as minimum requirements;
- b. Liberally construed in favor of the interpretation made by the governing body; and,
- c. Deemed neither to limit nor repeal any other powers granted under State statutes.

## 5-4-110 WARNING AND DISCLAIMER OF LIABILITY

The degree of flood protection required by these regulations is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. On rare occasions, greater floods can and will occur and flood heights may be increased by man-made or natural causes. These regulations shall not be construed to imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. These regulations shall not create liability on the part of the community or any official or employee thereof for any flood damage that results from reliance on these regulations, or any administrative decision lawfully made thereunder. Laramie County retains all applicable immunities, including but not limited to its governmental immunity provided by common law and W.S. § 1-39-101 et seq.

## 5-4-111 DESIGNATION OF THE FLOODPLAIN ADMINISTRATOR

The Laramie County Planning Director, or their designee, is hereby appointed the County Floodplain Administrator to administer and implement the provisions of these regulations and other appropriate sections of 44 CFR (National Flood Insurance Program Regulations) pertaining to floodplain management.

## 5-4-112 DUTIES & RESPONSIBILITIES OF THE FLOODPLAIN ADMINISTRATOR

Duties and responsibilities of the Floodplain Administrator shall include, but are not limited to, the following:

- a. Maintain and hold open for public inspection all records pertaining to the provisions of these regulations.
- b. Review permit applications to determine whether proposed building site, including the placement of manufactured homes, will be reasonably safe from flooding.
- c. Review, approve or deny all applications for development permits required by adoption of these regulations.



## LARAMIE COUNTY LAND USE REGULATIONS

- d. Review permits for proposed development to assure that all necessary permits have been obtained from those Federal, State or local governmental agencies.
- e. Where interpretation is needed as to the exact location of the boundaries of the areas of special flood hazards (for example, where there appears to be a conflict between a mapped boundary and actual field conditions) the Floodplain Administrator shall make the necessary interpretation.
- f. Assure that the flood carrying capacity within the altered or relocated portion of any watercourse is maintained.
- g. When base flood elevation data as defined in Section 5-4-104 has not been provided, the Floodplain Administrator shall obtain, review and reasonably use any base flood elevation data and floodway data available from a Federal, State or other source, in order to administer the provisions of Chapter 3.
- h. When a regulatory floodway has not been designated, the Floodplain Administrator must require that no new construction, substantial improvements, or other development (including fill) shall be permitted within Zones A1-30 and AE on the community's FIRM, unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community.
- i. Under the provisions of 44 CFR Chapter 1, Section 65.12, of the National Flood Insurance Program regulations, a community may approve certain development in Zones A1-30, AE, AH, on the community's FIRM which increases the water surface elevation of the base flood by more than one (1) foot, provided the community first applies for a conditional FIRM revision through FEMA (Conditional Letter of Map Revision). The Floodplain Administrator is authorized to require that those proposing such development prepare and submit all necessary documentation supporting such a revision.

### 5-4-113 FLOODPLAIN DEVELOPMENT PERMIT PROCEDURES

#### *a. Floodplain Development Permit Applications*

Applications for a Floodplain Development Permit shall be presented to the Floodplain Administrator on forms furnished by him/her. Such applications may require, but are not necessarily limited to, plans in duplicate drawn to scale showing the location, dimensions, and elevation of proposed landscape alterations, existing and proposed structures, including the placement of manufactured homes, and the location of the foregoing in relation to areas of special flood hazard. For roadways, access roads, or utility crossings, the permit application shall include a plan and profile of the roadway and/or utility that is encroaching into the floodplain and shows the existing and proposed finished grades of the roadway, utility, and surface.

Additionally, the following shall be required:

- i. Elevation (in relation to mean sea level) of the lowest floor (including basement) of all new and substantially improved structures.





## LARAMIE COUNTY LAND USE REGULATIONS

- ii. Elevation in relation to mean sea level to which any nonresidential structure shall be flood proofed.
- iii. An Elevation Certificate verifying that the nonresidential flood proofed structure shall meet the flood proofing criteria.
- iv. Description of the extent to which any watercourse or natural drainage will be altered or relocated as a result of proposed development.
- v. Maintain a record of all such information.

### *b. Approval Criteria*

Approval or denial of a Development Permit by the Floodplain Administrator shall be based on all of the provisions of these regulations and the following relevant factors:

- i. The danger to life and property due to flooding or erosion damage;
- ii. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
- iii. The danger that materials may be swept onto other lands to the injury of others;
- iv. The compatibility of the proposed use with existing and anticipated development;
- v. The safety of access to the property in times of flood for ordinary and emergency vehicles;
- vi. The costs of providing governmental services during and after flood conditions including maintenance and repair of streets and bridges, and public utilities and facilities such as sewer, gas, electrical and water systems;
- vii. The expected heights, velocity, duration, rate of rise and sediment transport of the flood waters expected at the site;
- viii. The availability of alternative locations that are not subject to flooding or erosion damage for the proposed use.

## 5-4-114 FLOODPLAIN REGULATIONS VARIANCES AND CAUTIONS

### *a. Floodplain Variances Generally*

- i. The Floodplain Administrator shall maintain a record of all actions involving an appeal and shall report variances to the Federal Emergency Management Agency upon request.
- ii. Variances may be issued for the reconstruction, rehabilitation or restoration of structures listed on the National Register of Historic Places or the State Inventory of Historic Places, without regard to the procedures set forth in the remainder of these Regulations.
- iii. Variances may be issued for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, providing the relevant factors of this Chapter have been fully considered. As the lot size increases beyond the one-half acre, the technical justification required for issuing the variance increases.
- iv. Upon consideration of the factors noted above and the intent of these regulations, the Planning Commission may attach such conditions to the granting of variances as it deems necessary to further the purpose and objectives of these regulations.



## LARAMIE COUNTY LAND USE REGULATIONS

- v. Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.
- vi. Variances may be issued for the repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure.

### *b. Prerequisites for Floodplain Variances*

Prerequisites for granting variances:

- i. Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
- ii. Variances shall only be issued upon:
  - A. Showing of good and sufficient cause;
  - B. A determination that failure to grant the variance would result in exceptional hardship to the applicant, and a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or regulations.
- iii. Any applicant to whom a variance is granted shall be given written notice that the structure will be permitted to be built with the lowest floor elevation below the base flood elevation, and that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation.

### *c. Floodplain Variances and New Construction*

Variances may be issued for new construction and substantial improvements provided that:

- i. The criteria outlined in Section 5-4-103 are met; and,
- ii. The structure or other development is protected by methods that minimize flood damages during the base flood and create no additional threats to public safety.

### *d. Variances Shall Not Violate Overall Purpose*

Any variance provided shall neither abrogate nor supersede the purpose of the regulation.

### **5-4 -115 CERTIFICATION OF IMPROVEMENTS IN THE FLOODPLAIN**

A Letter of Certification, stamped and signed by a Wyoming Professional Licensed Surveyor or Engineer, shall be required after construction verifying improvements were built in conformance with the approved floodplain development permit.



# LARAMIE COUNTY LAND USE REGULATIONS

**\*\*\*END OF CHAPTER 4 – FLOODPLAIN MANAGEMENT\*\*\***



# LARAMIE COUNTY LAND USE REGULATIONS

## CHAPTER 5 PROVISIONS FOR FLOOD HAZARD REDUCTION

### 5-5-100 GENERAL STANDARDS

In all areas of special flood hazards the following provisions are required for all new construction and substantial improvements:

- i. All new construction or substantial improvements shall be designed (or modified) and adequately anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;
- ii. All new construction or substantial improvements shall be constructed by methods and practices that minimize flood damage;
- iii. All new construction or substantial improvements shall be constructed with materials resistant to flood damage;
- iv. All new construction or substantial improvements shall be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding;
- v. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the system;
- vi. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the system and discharge from the systems into flood waters; and,
- vii. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.

### 5-5-101 SPECIFIC STANDARDS

The County shall not approve zoning certificates or certificates of compliance until the requirements of this section have been met. In all areas of special flood hazards where base flood elevation data has been provided the following provisions are required:

#### *a. Residential Construction*

New construction and substantial improvement of any residential or accessory structure shall have the lowest floor (including basement), elevated 1' foot or above the base flood elevation, also known as "free board". To accommodate the fill material required, Compensatory Storage is required for all properties within the zoned boundary. For all properties outside of the zoned boundary, Compensatory Storage is not required. An Elevation Certificate shall be submitted to the Floodplain Administrator certifying that the standard of this subsection as proposed in Section 5-4-113 is satisfied.



# LARAMIE COUNTY LAND USE REGULATIONS

## *b. Nonresidential and Residential Accessory Structure Construction*

New construction and substantial improvements of any commercial, industrial or other nonresidential building shall either have the lowest floor (including basement) elevated 1' foot or above the base flood elevation (also known as "free board") or, together with attendant utility and sanitary facilities, shall be designed so that below the base flood level the structure is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. To accommodate the fill material required, Compensatory Storage is required for all properties within the zoned boundary. For all properties outside of the zoned boundary, Compensatory Storage is not required. A licensed professional engineer or architect shall develop and/or review structural design, specifications, and plans for the construction and shall certify that the design and methods of construction are in accordance with accepted standards of practice as outlined in this subsection. A record of such certification that includes the specific elevation (in relation to mean sea level) to which such structures are flood proofed shall be maintained by the Floodplain Administrator.

## *c. Enclosures*

New construction and substantial improvements, with fully enclosed areas below the lowest floor that are usable solely for parking vehicles, building access or storage in an area other than a basement and which are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or meet or exceed the following minimum criteria:

- i. A minimum of two openings having a total net area of not less than one (1) square inch for every square foot of enclosed area subject to flooding shall be provided.
- ii. The bottom of all openings shall be no higher than one (1) foot above grade.
- iii. Openings may be equipped with screens, louvers, valves, or other coverings or devices, provided they permit the automatic entry and exit of floodwaters.

## *d. Manufactured Homes*

The following requirements shall be met:

- i. All manufactured homes to be placed within Zone A on the community's FIRM shall be installed using methods and practices which minimize flood damage. For the purposes of this requirement, manufactured homes must be elevated and anchored to resist flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable County anchoring requirements for resisting wind forces.
- ii. Manufactured homes that are placed or substantially improved within Zones A1- 30, AH, and AE on the community's FIRM must be elevated on a permanent foundation such that



## LARAMIE COUNTY LAND USE REGULATIONS

the lowest floor of the manufactured home is elevated to or above the base flood elevation and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement. This requirement applies to manufactured homes placed on all of the following sites:

- A. Outside of a manufactured home park or subdivision,
  - B. In a new manufactured home park or subdivision,
  - C. In an expansion to an existing manufactured home park or subdivision; or,
  - D. In an existing manufactured home park or subdivision on which a manufactured home has incurred "substantial damage" as a result of a flood.
- iii. All manufactured homes placed or substantially improved on sites in an existing manufactured home park or subdivision with Zones A1-30, AH, and AE on the community's FIRM that are not subject to the provisions of this section shall be elevated so that either:
- A. The lowest floor of the manufactured home is at or above the base flood elevation; or,
  - B. The manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than thirty-six (36) inches in height above grade and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.

### *e. Recreational Vehicles*

Recreational vehicles placed on sites within Zones A1-30, AH, and AE on the community's FIRM must:

- i. Be on the site for fewer than 180 consecutive days; OR
- ii. Be fully licensed and ready for highway use; or
- iii. Meet the permit requirements of 5-5-101(d)(iii)(B) and the elevation and anchoring requirements for manufactured homes.

For purposes of this subsection, a recreational vehicle is "ready for highway use" if it is on its wheels or a jacking system, is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions.

### *f. Below-grade Residential Crawl Space Construction*

New Construction and substantial improvement of any below-grade crawl space shall meet the following minimum provisions:

- i. An interior grade elevation that is below base flood elevation no lower than two (2) feet below the lowest exterior adjacent grade.
- ii. A height of the below-grade crawl space, measured from the interior grade of the crawl space to the top of the foundation wall, no higher than four (4) feet at any point.
- iii. An adequate drainage system that allows floodwaters to drain from the interior area of the crawl space following a flood.



## LARAMIE COUNTY LAND USE REGULATIONS

- iv. Anchorage sufficient to prevent floatation, collapse, or lateral movement of the structure and resist the hydrostatic and hydrodynamic loads.
- v. Construction materials and utility equipment resistant to flood damage.
- vi. Constructed with methods and practices that minimize flood damage.
- vi. Constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within components during conditions of flooding.
- vii. A design which automatically equalizes hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a Wyoming registered professional engineer, or must meet or exceed the following minimum criteria:
  - A. A minimum of two (2) openings having a total net area of not less than one (1) square inch for every square foot of enclosed area subject to flooding shall be provided.
  - B. The bottom of all openings shall be no higher than one (1) foot above the lowest adjacent exterior grade.
  - C. Openings may be equipped with screens, louvers, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

### 5-5-102 STANDARDS FOR SUBDIVISION PROPOSALS

- a. All proposals for the development of subdivisions shall meet the requirements concerning Drainage, Grading and Floodplain standards within these regulations.
- b. Evidence that base flood elevation data has been gathered in accordance with County Floodplain regulations shall be provided with subdivision proposals and other proposed development.
- c. All subdivision proposals including the placement of manufactured home parks and subdivisions shall have adequate drainage provided to reduce exposure to flood hazards.
- d. All subdivision proposals including the placement of manufactured home parks and subdivisions shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize or eliminate flood damage.

### 5-5-103 STANDARDS FOR AREAS OF SHALLOW FLOODING (AO/AH ZONES)

Located within the areas of special flood hazard are areas designated as shallow flooding. These areas have special flood hazards associated with base flood depths of one (1) to three (3) feet where a clearly defined channel does not exist and where the path of flooding is unpredictable, and velocity flow may be evident. Such flooding is characterized by ponding or sheet flow. Therefore, the following provisions apply:

- a. All new construction and substantial improvements of residential structures must have the lowest floor (including basement) elevated above the highest adjacent grade at least as high as the depth number specified in feet on the community's FIRM (at least two (2) feet if no depth number is specified).





## LARAMIE COUNTY LAND USE REGULATIONS

- b. All new construction and substantial improvements of nonresidential structures shall have the following:
  - i. The lowest floor (including basement) elevated above the highest adjacent grade at least as high as the depth number specified in feet on the community's FIRM (at least two (2) feet if no depth number is specified); or,
  - ii. Together with attendant utility and sanitary facilities a design such that below the base flood level the structure is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads of effects of buoyancy.
- c. A licensed professional engineer or architect shall submit an Elevation Certificate to the Floodplain Administrator to ensure that the standards are satisfied.
- d. Require within Zones AH or AO adequate drainage paths around structures on slopes, to guide flood waters around and away from proposed structures.

### 5-5-104 FLOODWAYS

Floodways are located within areas of special flood hazard. The floodway is an extremely hazardous area due to the velocity of floodwaters that carry debris, potential projectiles and erosion potential, the following provisions shall apply:

- a. Encroachments are prohibited, including fill, new construction, substantial improvements and other development within the adopted regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge.
- b. If the provisions above are satisfied, all new construction and substantial improvements shall comply with all applicable flood hazard reduction provisions.
- c. Under the provisions of 44 CFR Chapter 1, Section 65.12, of the National Flood Insurance Regulations, a community may permit encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations, provided the community first applies for a conditional FIRM and floodway revision through FEMA.
- d. The regulatory floodway is included in Areas of Special Flood Hazard. Therefore, in addition to the restrictions in this chapter, all provisions of these regulations that apply to Areas of Special Flood Hazard also apply to the regulatory floodway.

**\*\*\*END OF CHAPTER 5 – PROVISIONS FOR FLOOD HAZARD REDUCTION\*\*\***



# LARAMIE COUNTY LAND USE REGULATIONS

## CHAPTER 6 ROADS/STREET AND SITE DESIGN STANDARDS

### 5-6-100 PURPOSE

The purpose of these Standards is to set forth the requirements for developments and improvements that affect roadways, alleys, rights-of-way, and access easements. The Standards are based on the Wyoming State Statutes, and Laramie County Resolutions which authorize and enable the establishment of rules and regulations to guide and control transportation-related improvements and developments. Public safety and welfare shall be paramount in all designs. Additional requirements or modifications to these requirements may be required by the Laramie County Public Works Department if they are deemed to be necessary for the public's safety and welfare.

### 5-6-101 INNOVATION, NEW TECHNOLOGY AND NON-TYPICAL DESIGN

These Standards are based on current practice and technology. Applicants and designers are encouraged to include innovative procedures, new materials, and improved design methods in facility design. Proposals for innovations and new technology that differ from these regulations and requirements should be submitted, in writing, to the Laramie County Public Works Department. Requests shall include as much documentation as possible of the proposed innovations, including reports of tests, documentation of successful use in other jurisdictions, calculations, publications, and any other information that will assist the official to determine if the proposal should be granted.

### 5-6-102 ROADWAY FUNCTIONAL CLASSIFICATION

Functional classification, developed for transportation planning purposes, is the grouping of streets by the character of service they provide. Functional classification has emerged as the primary method of grouping streets. These Standards utilize a functional classification system. The functional classifications used are described in the remainder of this section. There are classification differences between urban and rural roads as shown in the table below:

Urban	Rural	Typical ADT (Rural)	Typical ADT (Urban)
Principal Arterial - Expressway/Freeway	Principal Arterial - Interstate	4,000 - 18,500	13,000 – 55,000
Principal Arterial - Other	Principal Arterial - Other	6,001 – 8,500	14,001 – 27,000
Minor Arterial	Minor Arterial	2,601 – 6,000	6,301 – 14,000
Collector	Collector - Major	1,111 – 2,600	3,701 – 6,300
	Collector - Minor	701 – 1,110 –	1,101 – 3,700
Local	Local	0 - 700	0 – 1,100

**Table 5-6-1 Urban and Rural Roadway Functional Classification**



# LARAMIE COUNTY LAND USE REGULATIONS

The information in the above table was derived from the FHWA and has been modified to meet the needs of Laramie County. The volumes/ADT in the table are typical levels based on the capacity of the road section. Volume as defined above is existing traffic plus traffic after or at full build out. In the following sections of each of the road classifications, the average daily traffic (ADT) for each classification is a general description only. The official classifications for individual streets are provided on the functional classification map.

## *a. Principal Arterial Interstates, Freeways & Expressways*

- i. Arterials, including interstates, are the highest classification of streets. They provide the highest level of mobility at the highest speeds for the longest distances. Direct access onto these roads is limited to varying degrees depending on use and geographic setting. The freeways and expressways in the area are on the Interstate System. Freeways provide for the high-speed movement of large volumes of traffic with a minimum of interference. This is accomplished through the use of access control, divided roadways, and grade-separated interchanges. Freeways have the inherent characteristic of lower accident rates because of many built-in safety features such as comfortable alignment, easy grades, speed change lanes, adequate sight distance, and other geometric features that afford a continuous movement of traffic.
- ii. Expressways are generally considered an intermediate step between major arterial streets and freeway facilities. Expressways can be expected to accommodate somewhat lower volumes of traffic than are found on freeways and are often used in corridors where anticipated volumes of traffic will need less than freeway requirements but more than conventional arterial facilities.

## *b. Principal Arterials*

These facilities emphasize the through movement of traffic and have improved geometric design and traffic control measures. See Table 5-6-1.

## *c. Minor Arterial Streets*

These streets serve major traffic generators and link collector streets with the principal arterials. See Table 5-6-1.

## *d. Major Collectors*

Collectors provide a lower level of mobility than arterials at lower speeds and are of shorter distance. These streets connect local roads to arterials and have more direct access dependent on use and geographic setting. See Table 5-6-1.

## *e. Minor Collectors*

The collector street system serves intermediate and short-distance travel. Traffic volumes on such facilities are usually lower than those found on arterial facilities. Although collectors provide access to residential, business, and commercial areas, they do not expedite the through movement of traffic. See Table 5-6-1.

## *f. Local Streets*

This is the lowest classification of streets. Local streets provide a high level of access to abutting land but limited mobility. Local streets function primarily to serve local traffic circulation and land



# LARAMIE COUNTY LAND USE REGULATIONS

access. These streets customarily accommodate shorter trips, have lower traffic volumes, and lower speeds than collectors and arterials.

## 5-6-103 TRAFFIC IMPACT STUDIES

Traffic impact studies (TIS) are required to assess the potential impacts and effects on the existing and proposed transportation system, both at the immediate location and in the general area. Examples where a TIS may be required may include new development, changes in land use, or any other situations as determined by the Laramie County Public Works Department. A traffic impact study includes the determination of the travel demand generated by a proposed development, the identification of deficiencies in the existing and proposed transportation systems, and the identification of improvements necessary to maintain an acceptable level of service.

### *a. Requirements*

- i. A TIS may be required for any site plan or subdivision permit and shall be required for any project or development that will generate 50 or more trips during any hour or over 200 trips per day. Traffic impact studies and Transportation Worksheets shall be prepared by a qualified civil engineer licensed by the Wyoming State Board of Registration for Professional Engineers and Professional Land Surveyors and in good standing. The applicant or designee shall meet with the Laramie County Public Works Department prior to preparation of the TIS to discuss specific issues or concerns.
- ii. The Director of Public Works, or their designee, may not require a TIS. In order for an applicant to forgo the requirements of a TIS, a licensed engineer shall submit a Transportation Worksheet with the application indicating the estimated ADT and peak hour trips do not meet the requirements above based on the land use and the generation rates established by the current edition of the Institute of Transportation Engineers (ITE).
- iii. If a TIS is required based on the results found in the Transportation Worksheet provided in the following page with the application by the engineer, then the level of TIS that is required shall be based on the following four (4) sets of criteria:
  - A. Criteria I – 200 ADT to 499 ADT
  - B. Criteria II – 500 ADT to 2499 ADT
  - C. Criteria III – 2500 ADT to 4999 ADT
  - D. Criteria IV – over 5000 ADT

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# LARAMIE COUNTY LAND USE REGULATIONS

## Transportation Assessment Worksheet

The following transportation assessment worksheet shall be completed in association with 5-6-103

Project: \_\_\_\_\_ By: \_\_\_\_\_

Date: \_\_\_\_\_ Contact: \_\_\_\_\_

Owner/Developer: \_\_\_\_\_ Phone: \_\_\_\_\_

Property Address or Legal Description (lot, block, subdivision): \_\_\_\_\_

Legal Description: \_\_\_\_\_

Existing Zoning: \_\_\_\_\_ Change to: \_\_\_\_\_  
Existing Land Use: \_\_\_\_\_ Proposed: \_\_\_\_\_

Above changes if applicable.

Applicant email: \_\_\_\_\_

### All Developments

Provide the following information, to the best of your knowledge, for all projects:

1. Provide existing Land Use and Proposed Land Use for this site.

- Traffic counts need to be included in here... if not existing developer must provide current traffic counts on adjacent public roadways.
- Description of existing Land Use: (If none, use Vacant) If using Peak Hours, multiply by a Rate of 7.44

Type	ITE Code	Land Use	Unit	Time Period	Rate	Size	Trips/Day

**Total:**

- c. Description of proposed Land Use: (If none, use Vacant) If using Peak Hours, multiply by a Rate of 7.44

Type	ITE Code	Land Use	Unit	Time Period	Rate	Size	Trips/Day

**Total:**

**New Land Use:**

Trips/Day

**Increase (+)/Decrease (-):**

1. Traffic Impact Study - Criteria I	
2. Traffic Impact Study - Criteria II	
3. Traffic Impact Study - Criteria III	
4. Traffic Impact Study - Criteria IV	
5. No Traffic Impact Study Required	



# LARAMIE COUNTY LAND USE REGULATIONS

## *b. Standards for TIS*

Traffic impact studies shall utilize the Institute of Transportation Engineers (ITE) trip generation rates unless better information is available and approved by the County. If there is no available current data regarding existing traffic counts on existing roadways, traffic counts will be required to be obtained when a TIS is required.

Traffic impact studies shall address the following items in sufficient detail to represent the traffic conditions and resultant impact of the proposed access request adequately and accurately depending on which Criteria they fall within:

### *i. Traffic Impact Study – Criteria I (200 ADT to 499 ADT)*

- A. Introduction
  - 1. Table of Contents
  - 2. Study Area Boundary Map (includes site area, street access to the site)
  - 3. Site Plan with access points
  - 4. Existing and proposed site uses (Map Provided)
  - 5. Original and Revision Dates
  - 6. Dated, Checked, Sealed, and Signature of PE
- B. Trip Generation based on the most current ITE Trip Generation edition.
- C. Trip Percentage Distribution and Assignments Figures (Maps Provided)
- D. Trip Distribution and Assignments Figures (Maps Provided)
- E. Existing, Site Build Out and Future (20 year) Traffic Volume and Critical Lane Capacity Level of Service (Provide Figure for each item below):
  - 1. Existing and Site, directional 24 hr. ADT volumes in one-hour increments and turning movements (13 hours, 6am-7pm to establish Peak Hours) at intersections in the study area. This will provide information to satisfy current edition Manual on Uniform Traffic Control Devices (MUTCD) warrants 1, 2 and 3.
  - 2. Background (Site build out), directional 24 hr. ADT volumes in one-hour increments and turning movements (13 hours, 6am-7pm to establish Peak Hours) at intersections in the study area. This will provide information to satisfy current edition MUTCD warrants 1, 2 and 3.
  - 3. Background (20 year), directional 24 hr. ADT volumes in one-hour increments and turning movements (13 hours, 6am-7pm to establish Peak Hours) at intersections in the study area. This will provide information to satisfy current edition MUTCD warrants 1, 2 and 3.
  - 4. Total Traffic (Site build out), existing + site build out, directional 24 hr. ADT volumes in one-hour increments and turning movements (13 hours, 6am-7pm to establish Peak Hours) at intersections in the study area. This will provide information to satisfy warrants 1, 2 and 3.
  - 5. Total Traffic (20 year), existing + site build out, directional 24 hr. ADT volumes in one-hour increments and turning movements (13 hours, 6am-7pm to establish Peak Hours) at intersections in the study area. This will provide information to satisfy current edition MUTCD warrants 1, 2 and 3.
- F. Traffic Capacity Analysis (include existing and future on access only)
- G. Recommendations



# LARAMIE COUNTY LAND USE REGULATIONS

1. Proposed recommendation of improvements (Provide exhibits of the proposed improvements)
2. Volumes/Capacity analysis at critical points
- H. Conclusions
- I. Appendix with supporting material
- J. Checklist for consultants to sign-off that all required items listed above have been included and attached to this report.

## ii. Traffic Impact Study – Criteria II (500 ADT to 2499 ADT)

The requirements for Criteria II include all of the requirements outlined in Criteria I above and the following:

- A. Study Area Boundary Map (includes site area, street access to the site and intersection(s) nearest the site)

## iii. Traffic Impact Study – Criteria III (2500 ADT to 4999 ADT)

The requirements for Criteria III include all of the requirements outlined in Criteria I and Criteria II above and the following:

- A. Study Area Boundary Map (includes adjacent property and includes  $\frac{1}{4}$  to  $\frac{1}{2}$  mile radius around study area or City/County Engineer Requirements)
- B. Existing and proposed roadway, intersections and site uses (Map Provided)
- C. Trip Generation and Design 24 hour, AM, and PM Peak Hour Table based on the most current ITE Trip Generation edition.
- D. Traffic Capacity Analysis (include existing and future STOP/YIELD control and SIGNALIZED intersection)
- E. Warrant Analysis
- F. Existing and Future Multi-Way STOP (Criteria "A" through "D" to show if items are Satisfied, Not Satisfied or Not Evaluated) and SIGNAL (All eight warrants to show if items are Satisfied, Not Satisfied or Not Evaluated)
- G. Traffic Accident Analysis
- H. Recommendations on Signal Phasing improvements, Traffic Signage and Striping improvements

## iv. Traffic Impact Study – Criteria IV (over 5000 ADT)

- A. The requirements for Criteria IV include all of the requirements outlined in Criteria I, Criteria II, Criteria III above and the following:
- B. Study Area Boundary Map (includes  $\frac{1}{2}$  to 1 mile radius around study area or City/County Engineer Requirements)
  1. Existing and proposed roadway, intersections and site uses in study area (Map Provided)
- C. Trip Generation based on the most current ITE Trip Generation edition.
- D. Corridor Study (along any roadway network with traffic signals and street classification as either Collector or Arterial)





## LARAMIE COUNTY LAND USE REGULATIONS

- E. Checklist for consultants to sign-off that all required items listed above have been included and attached to this report.

### *c. Responsibilities for TIS*

- i. The following submittals may require traffic studies as outlined above:
  - A. A Preliminary Subdivision Plan (PSP).
  - B. A Subdivision Permit.
  - C. A Commercial Site Plan.
- ii. Where access points are not defined or a site plan is not available at the time the traffic study is prepared, additional traffic work shall be required when a site plan becomes available, or the access points defined.
- iii. During the pre-application meeting, the Laramie County Public Works Department and applicant will discuss the scope of the traffic study.

### *d. TIS Format*

In order to provide consistency and to facilitate staff review of a TIS, the following format must be followed in the preparation of such studies by qualified engineers for all TIS:

- i. Executive summary – The Executive summary shall briefly and clearly summarize the main points in the TIS and summarize the recommendations and any proposed improvements needed/required.
- ii. Introduction – The introduction portion of the report shall contain the following:
  - A. Land Uses, Site and Study Area Boundaries – A brief description of the size of the land parcel, general terrain features, the location within the jurisdiction and the region must be included in this section. In addition, the roadways that afford access to the site, and included in the study area, must be identified. The exact limits of the study area should be based on engineering judgment and an understanding of existing traffic conditions surrounding the site, but in no case shall the study area be less than one-half ( $\frac{1}{2}$ ) mile from the site limits. In all instances, however, the study area limits must be mutually agreed upon by the applicant (developer, agent for applicant and/or applicant) and the County. A vicinity map that shows the site and the surrounding transportation systems, including pedestrian and bicycle routes, must be included.
  - B. Existing and Proposed Site Uses – The existing and proposed uses of the site must be identified. The traffic study will address impacts of the most intense land use allowed on the property under County regulations.
  - C. Existing and Proposed Uses in Vicinity of Site – A complete description (including a map) of the existing land uses in the study area, as well as their current zoning and use, must be included. In addition, all vacant land within the study area and its assumed future uses must be identified. This letter item is especially important where large tracts of undeveloped land are in the vicinity of the site, and within the prescribed study area.
  - D. Existing and Proposed Pedestrian and Bicycle Amenities -The applicant shall identify existing residential developments, schools, commercial areas, transit routes and stops, greenways, parks, houses of worship, or other similar amenities within one



## LARAMIE COUNTY LAND USE REGULATIONS

quarter mile of the proposed development. Existing pedestrian and bicycle routes to these amenities shall be identified. Where appropriate as determined by the Laramie County Public Works Department, the applicant shall provide plans to provide pedestrian access within and adjacent to residential and commercial development and redevelopment in urban areas.

- E. Existing and Proposed Roadways and Intersections - Within the study area, the applicant must describe and provide volumes for existing roadways and intersections including geometrics and traffic control as well as any potential improvements that government agencies have established future plans for such as the MPO, City of Cheyenne, Laramie County, and/or WYDOT that are known to exist. This would include the nature of the improvement project, its extent, implementation schedule, and the agency or funding source responsible. A map must be provided showing the location of such facilities.
- F. Mailbox Locations - The traffic study shall include existing and proposed mailbox/cluster box locations and impacts of those locations to existing and proposed traffic and pedestrian characteristics. (Also refer to Section 5-6-114: Mailbox Installation Policy.)
- iii. Trip Generation and Design Hours Volumes - A summary table listing each type of land use, the size involved, the average trip generation rates used (total daily traffic and a.m./p.m. peaks), and the resultant total trips generated must be provided. Trip generation must be calculated for the most intense land uses allowed under County regulations for the proposed zoning and/or land use, based on the latest data contained within the Institute of Transportation Engineers' (ITE) Trip Generation Manual. In the event that data is not available for the proposed land use, the County must approve estimated rates prior to acceptance.

The calculation of design hour volumes uses to determine study area impacts must be based on:

  - A. Peak hours trip generation rates as published in the most current ITE Trip Generation Summary.
  - B. Traffic volume counts for similar existing uses, if no published rates are available.
  - C. Additional sources from other jurisdictions if acceptable to the County. Uses of the following percentage rates to account for passerby traffic may be considered upon approval of the County:
    - 1. Internal trip reductions and modal split assumptions will require analytical support to demonstrate how the figures were derived and will require approval by the County.
    - 2. Passerby factors may be used to reduce the estimated additional total daily traffic to street(s) serving a proposed development. They are not to be applied directly to reduce trip generation and turning movement volumes at driveways serving the proposed development. Passerby factors are to be determined using the most current ITE Trip Generation.



## LARAMIE COUNTY LAND USE REGULATIONS

- iv. Trip Distribution – The estimates of percentage distribution of trips from the proposed development to destinations in the region must be clearly stated in the report using the north, south, east, west compass points. Market studies and information concerning the origin of trip attractions to the proposed development shall be used to support these assumptions. A map showing the percentage of site traffic on each street must be provided as part of the traffic study graphic material.
- v. Trip Assignment – The direction of approach of site generated traffic via the area's street system will be presented in this section. The technical analysis steps, basic methods, and assumptions used in this work must be clearly stated and agreed to by the County. The assumed trip distribution and assignment must represent the most logically traveled routes for drivers accessing the proposed development. These routes can be determined by observation of travel patterns to existing land uses in the study.
- vi. Existing and Project Traffic Volumes – Graphics must be provided which show the following traffic impacts for access points, intersections and streets specified in the traffic study.
  - A. A.M. peak hours site traffic (in and out) including turning movements.
  - B. P.M. peak hours site traffic (in and out) including turning movements.
  - C. A.M. peak hours total traffic including site generated traffic (in and out). These volumes must include through and turning movement volume for current conditions and a separate set of numbers that also include 20-year projections or build out.
  - D. P.M. peak hours traffic total including site generated traffic (in and out). These volumes must include through and turning movement volumes for current conditions and a separate set of numbers that also include 20-year projections or build out (whichever is specified by the County).
  - E. Any other peak hour which may be critical to site traffic and the street system in the study area should be included in the graphics and show the same information as is provided for the A.M./P.M. peak hours.
  - F. Actual counts of existing total daily traffic for the street system in the study area at the time the study is being prepared.
  - G. Projected total daily traffic for the street system in the study area based on traffic from the proposed development and counts of existing daily traffic obtained in item F. above. The component of the existing daily traffic attributable to the existing uses must be identified and the increase in total daily traffic from the proposed uses.
  - H. Projected total daily traffic for the system in the study area based on traffic from the proposed development, counts of existing daily traffic obtained in item F. above, and traffic projections based on build out of land use within the study area.
    - 1. All raw traffic count data (including average daily volumes and peak hour turning movements) and analysis worksheets must be provided in the appendices of the report. Computer techniques, and the associated printouts, may be used as part of the report.



## LARAMIE COUNTY LAND USE REGULATIONS

2. If current (within a year) total daily traffic counts are not available via WYDOT or the MPO, traffic counts shall be taken either by direct observation, mechanical, or digital method.
- vii. Level of Services – Current edition of the Highway Design Manual (HDM) Level of Service “C” will be the design objective for all movements and under no circumstances will less than HDM Level of Service “D” be accepted for site and non-site traffic including existing traffic at buildout of the study area. The design year will be approximately 20 years following construction and include volumes generated by build-out of the study area or a 20-year projection in background traffic (whichever is specified by the County).
- viii. Capacity Analysis – A capacity analysis will be conducted for all public street intersections within the areas of the County impacted by the proposed development and for all property access points to streets adjacent to the proposed development as specified in the traffic study requirements form and within the limits of the previously defined study area. The A.M., P.M., and any other possible peak period will be tested to determine which peak hours need to be analyzed. Capacity calculations should also include an analysis for 20th year projections or study area buildout conditions.
- ix. Traffic Signals – The need for new traffic signals will be based on warrants contained in the Manual on Uniform Traffic Control Devices and any additional warrants established by the National Committee on Uniform Traffic Control Devices. In determining the location of a new signal, traffic progression is of paramount importance. A spacing of one-half mile for all signalized intersections should be maintained. This spacing is desired to achieve good speed, capacity, and optimum signal progression. Pedestrian movements must be considered in the evaluation and adequate pedestrian clearance provided in the signal cycle split assumptions.
- x. Traffic Accidents – Traffic accident data for affected street corridors may be required for the study. The study period will normally be three (3) years. Such locations will be specified by the County. Where this is necessary estimates of increased or decreased accident potential must be evaluated for the development, particularly if the proposed development might impact existing traffic safety problems in the study area, and safety improvement recommended where necessary.
- xi. Noise Attenuation – If a residential development is planned adjacent to a freeway or arterial roadway, the need for noise attenuation measures may be required as part of the impact analysis.
- xii. Conclusions – This chapter of the study report must be a clear, concise description of the study findings. It is anticipated that this conclusion chapter will serve as an executive summary.
- xiii. Recommendations – In the event that analysis indicates unsatisfactory levels of service on the study area roadways, additional turn lanes are warranted, or other required elements, a description of proposed improvements to remedy deficiencies must be included. The assumptions regarding all future roads and lanes in the analysis will require approval from the County. In general, the recommendation section should include:
  - A. Proposed Recommended Improvements – This section must describe the location, nature, and extent of proposed improvements to assure sufficient capacity. A sketch



# LARAMIE COUNTY LAND USE REGULATIONS

of each improvement should be provided showing the length, width and other pertinent geometric features of the proposed improvements.

- B. Volume/Capacity Analysis at Critical Points – Another iteration of the volume/capacity analysis must be described, which demonstrates the anticipated level of service as a result of making these improvements.
- C. Traffic Volume Proportions – Percentages based on the traffic impact analysis may be required by the County to determine the proportion of traffic using various public improvements (both existing and proposed) from several developments within the study area.

## *e. Revisions to TIS*

Revisions to TIS must be provided as required by the County.

## *f. Traffic Letter and Transportation Worksheet*

If the project does not meet the minimum requirements for a Traffic Study, then a licensed engineer shall submit a letter with a completed Transportation Worksheet outlining and justifying how it does not meet the requirements.

## 5-6-104 PUBLIC WORKS PERMITS

This section relates to established and recorded right-of-way (ROW) or public easement that has been established to provide access for and to the general public.

No work shall commence on or within the above without an official Public Works Permit first having been obtained and approved by the Laramie County Public Works Department. The County shall issue permits upon approval of the application and payment by the applicant of all required fees. The Public Works Permit application covers the following permit types:

### *a. Access/Approach*

This permit shall be for the construction of new accesses or modifications to existing accesses for private property accessing a roadway that is within a dedicated public right-of-way or easement.

### *b. Utility Crossings*

This permit shall be for any utility which is proposed to cross an existing roadway that is within a dedicated public right-of-way or easement.

### *c. Right-of-Way/Grading*

This permit shall be for new roadway construction generally associated with proposed residential and/or commercial developments.

### *d. Road Construction*

This permit shall be for the reconstruction or modifications to existing roadways that are within a dedicated public right-of-way or easement.



## LARAMIE COUNTY LAND USE REGULATIONS

### *e. Signage or Mailbox*

This permit shall be for new signage and mailboxes that will be placed within a dedicated public right-of-way or easement. This is generally for existing roadways, etc. since signage and mailboxes for new subdivisions are included in the right-of-way/grading permit.

### *f. Other*

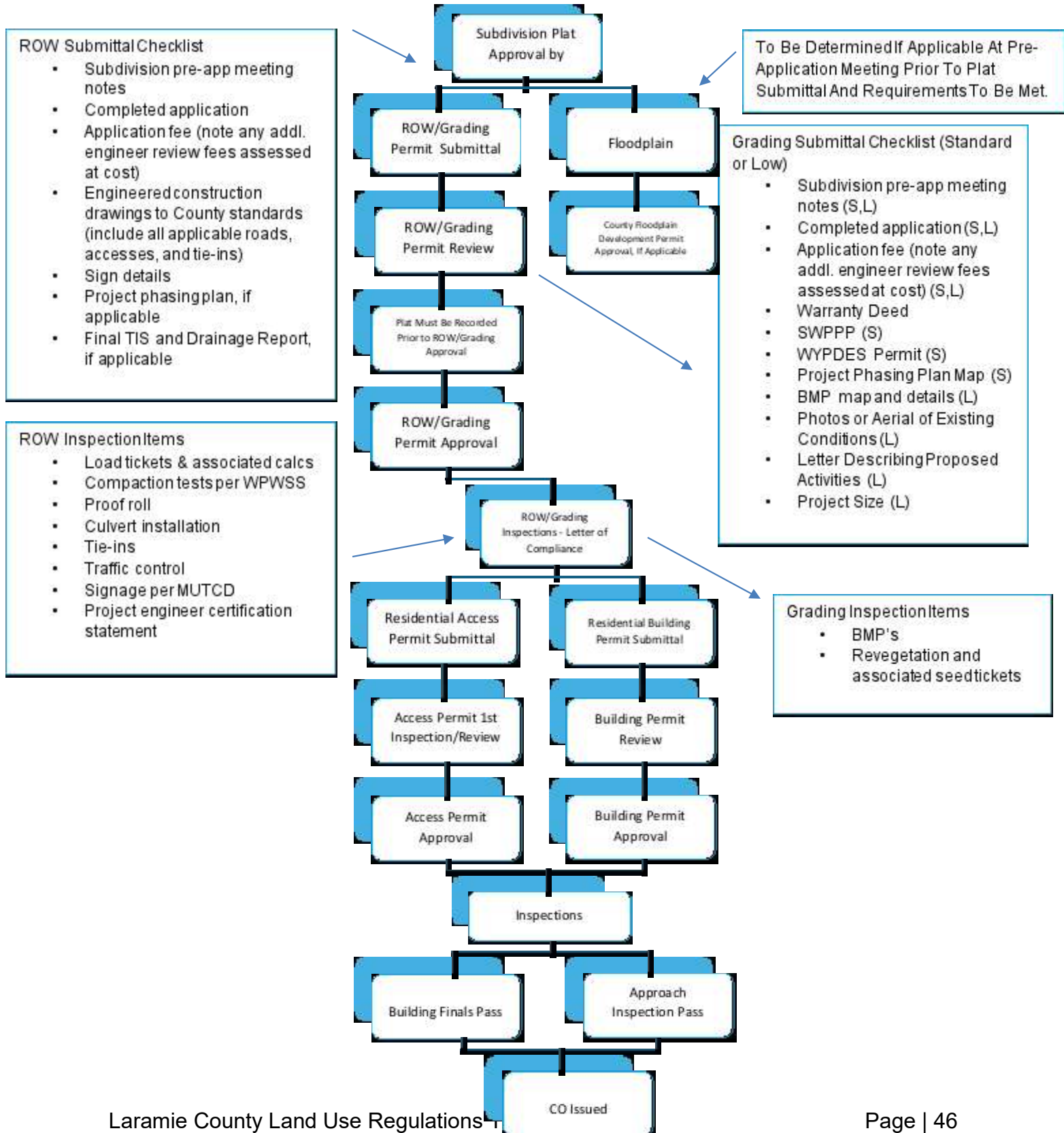
This permit shall be for other items as determined by the Laramie County Public Works Department.

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# LARAMIE COUNTY LAND USE REGULATIONS







# LARAMIE COUNTY LAND USE REGULATIONS



# LARAMIE COUNTY LAND USE REGULATIONS

## 5-6-105 ACCESS

Access control regulations standardize, regulate, and control the location, size, type, construction, maintenance, number of curb cuts, and driveway approaches. The regulations provide safe and efficient access between streets and adjacent property, safety of traffic in the streets, and safety of pedestrians on sidewalks and alongside rural roads. These Standards are intended to provide for consistency in design of new developments and to maintain a high level of service on roads and streets.

## 5-6-106 ACCESS/APPROACH PERMITS

No person shall commence work within a publicly dedicated right-of-way without an official, approved permit first having been obtained from Laramie County Public Works. This work could include but is not limited to construction, alteration, repair or removal of any driveway approach or the paving of any parking strip on any street, road, alley or other public place in the County. The County shall issue permits upon approval of the application and payment by the applicant of all required fees.

A permit shall not be issued for access to parking or loading areas that require backing maneuvers in a public street right-of-way. Residential uses may be exempt from this provision.

### *a. Permit Applications*

To apply for a permit, the applicant shall submit an application through the online portal. A link can be found on the Laramie County Public Works website. As of July 2024, the link can be found here: <https://www.laramiecountwy.gov/County-Government/County-Departments/Public-Works/Permits>. If you run into any issues or have questions, please call (307-633-4302) or email ([permits@laramiecountwy.gov](mailto:permits@laramiecountwy.gov)). Note our office hours are Monday through Thursday 6:00 am to 4:30 pm.

The following information is required for a complete application:

- i. A detailed plan showing the exact location of the abutting property and the exact dimensions and location of existing or proposed approaches and the relevant features adjacent to, across from, and within the limit of the frontage of such property; for example, fire hydrants, signs, sidewalks, poles, street light standards, and control boxes. The plan shall also show locations of access approaches on adjacent properties and properties on opposite sides of streets and intersections.
- ii. The location of buildings, loading platforms, or off-street parking facilities being served or to be served by such approaches.
- iii. Existing and proposed traffic volumes for access points and adjacent access points and adjacent streets. The County may require additional information when it is determined that such information is necessary to properly enforce the provisions of these regulations. When access points are being revised as part of a project requiring approval of site plans, applications for the site plan and the access permit shall be submitted together. Access onto state highways and streets within the City of Cheyenne will be subject to the approval by WYDOT and City of Cheyenne respectively and completed for final acceptance by the County.
- iv. Access Requirements for all Functional Classifications.



# LARAMIE COUNTY LAND USE REGULATIONS

## *b. General Standards*

All accesses require proper permitting from the appropriate agency, (i.e. county roads (Public Works), state highways (WYDOT), city streets (City of Cheyenne), including upgrades performed in the right-of-way.

- i. Driveway Approach Profiles - Profiles shall be designed to permit entrance and exit maneuvers at safe speeds and provide sufficient underbody clearance for typical passenger cars. Driveway approach profiles shall be designed with the fewest and least severe grade changes possible. Slope criteria of the Americans with Disabilities Act shall be incorporated in the design.
- ii. Roadside Topography for Roads in Rural Areas - Access approaches in rural areas shall be designed in accordance with low volume criteria.
- iii. Driveway Approach Construction
  - A. Approaches in the County will be inspected prior to construction. The inspection will determine the proper size of the culvert, if applicable, and the approach grade.
  - B. Culverts shall be corrugated metal and have flared end sections.
  - C. Any person performing work subject to the provisions of this section shall notify Laramie County Public Works at least twenty-four hours in advance of the time when permitted work is to begin.
  - D. Access points shall not be constructed in such manner as to create a hazard to any existing street lighting standard, utility pole, traffic regulation device or fire hydrant. The cost of relocating any such street structure, when necessary, shall be borne by the applicant.
  - E. Relocation of any street structure shall be performed only by or through the person holding authority for the particular structure involved.
  - F. The driveway approach improvement shall extend at least 20 feet from the edge of the existing road or to the right-of-way line, whichever is greater. In the case of commercial and industrial driveway approaches, permanent pavement is required for at least 50 feet from the edge of the roadway pavement.
  - G. On County Roads, the distance from the right-of-way line to the near edge of service pumps, vendor stands, tanks, or private water hydrants shall meet the required set back distance but in no case should be less than 25 feet to permit free movement of large vehicles and to ensure that they are entirely off the right-of-way when being serviced.
  - H. Fixed obstructions shall not be placed within publicly dedicated right-of-way except for approved utility lines and markers, mailbox assemblies or fencing at the right-of-way line. Approach culvert headwalls are prohibited.
  - I. A driveway approach that will handle five hundred (500) or more vehicle trips per day shall be classified and constructed as a street intersection. A complete design of the intersection shall be submitted to Laramie County Public Works before a permit is issued.
  - J. Driveway approach surfaces shall be paved from the existing pavement to the property line/right-of-way line of the roadway. Exception: If the adjacent road is not



## LARAMIE COUNTY LAND USE REGULATIONS

paved, the driveway approach may consist of a minimum of six inches of crushed gravel of a gradation approved for road surfaces in lieu of paving.

- K. Except as otherwise indicated, curb cuts and driveway approach aprons in the right-of-way shall be constructed of Portland cement concrete of a quality and type which is in accordance with the *Wyoming Public Works Standard Specifications*, the City of Cheyenne Standard Specifications, or the WYDOT Standard Specifications that are in effect at the time of such work. Curb cuts shall be permitted only with construction of adjoining Portland cement concrete aprons having a minimum depth of six inches.
- L. Site development construction on rural roads shall not proceed prior to construction of the driveway approach.
- M. The permittee or contractor shall maintain the driveway approach construction site in a safe manner, provide adequate barricades and lights at his own expense to protect the safety of the public using the adjacent streets or sidewalks, remove all debris, dirt, or other construction material immediately upon completion of work and shall hold the County harmless and indemnify the County from any damages incurred by permittee's operations. Such work shall be accomplished in conformance with the current editions of the "Manual on Uniform Traffic Control Devices" for Streets and Highways.
- N. The permittee shall do all work and pay all costs in connection with the construction of access driveway approaches and their appurtenances on the right-of-way. This cost shall include the cost of any public property, including the roadway surface, damaged during construction.
- O. Access points shall not be located so as to create a hazard to pedestrians or motorists or invite or compel illegal or unsafe movements.
- P. Construction, alteration, or repair shall not be permitted for any driveway approach which can be used only as a parking space, or which provides access only to the area between the street roadway and property lines. In such cases the driveway approach shall be classified as an abandoned driveway.
  - 1. Maintenance of Driveway Approaches - Driveway approaches shall be well maintained to ensure that the original profile is retained, that operational speeds are not reduced by rough surfaces, and that no damage to or deterioration of the public pavement is caused by the condition of a driveway approach. Reconstruction of driveway approach requires a permit as required in this chapter. Reconstructed driveway approaches shall conform to current regulations and the provisions of the Americans with Disabilities Act.
  - 2. Sight Distance - Permits shall not be issued that include any design element or allow any turning movements where the sight distance is not adequate to allow the safe movement of a motorist using or passing the access. The permittee shall maintain adequate, unobstructed sight distance in both directions from the access. This sight distance shall be the distance necessary according to the posted speed of the adjacent road or street using the tables below. Any potentially obstructing objects such as but not limited to advertising signs, structures, trees, and bushes, shall be



## LARAMIE COUNTY LAND USE REGULATIONS

designed, placed and maintained at a height not to interfere with the sight distance needed by any vehicle using the access. The horizontal and vertical curvature along the roadway and side slopes adjacent to the roadway may need to be adjusted to increase sight distances to meet the requirements of these regulations.

### *c. Sight Distance along Adjacent Roads or Streets*

Table 5-6-2 shall be used to determine the required horizontal and vertical sight distance necessary as measured from the vehicle traveling on the adjacent road or street to the access. The design sight distance figures shall be used unless a design waiver is approved by Laramie County Public Works. However, in no case shall the sight distance used be less than the minimum sight distance set forth in Table 5-6-2 and adjusted for grade as required by Table 5-6-5.

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# LARAMIE COUNTY LAND USE REGULATIONS

**Table 5-6-2 Sight Distance Along Adjacent Road or Street**

Posted Speed in MPH	20	25	30	35	40	45	50	55	60	65	70
<b>Design Sight Distance (feet)</b>	100	150	200	250	325	400	475	550	650	725	850
<b>Minimum Sight Distance (feet)</b>	100	150	200	225	275	325	400	450	525	550	625

For calculating sight distance at the proposed access location, a height of 3.5 feet shall be used for the driver's eyes of a vehicle on the adjacent road or street approaching the access location. The driver's eyes shall be assumed to be at the centerline of the inside lane (inside with respect to the curve) for measurement purposes. A height of 4.25 feet shall be used for a vehicle assumed to be on the centerline of the access five feet back from the edge of the roadway.

The sight distances shown in Table 5-6-2 shall be adjusted for any grade of three percent or greater using the figures set forth in Table 5-6-5. Grade is the ratio of the change in elevation to the length of slope. Multiply the length required in Table 5-6-2 by the appropriate factor in Table 5-6-5.

- i. Entering Sight Distance – It is also necessary to provide the entering vehicle adequate sight distance in order to enter or cross the adjacent road or street. Table 5-6-3 shall be used to establish the minimum sight distance necessary for the entering vehicle. These lengths shall be adjusted for any grade of three percent or greater using Table 5-6-5. The vehicle used to determine the entering sight distance necessary is selected from Table 5-6-4. Note: The term “entering” means entering the public right-of-way from the abutting property.

If there is no median or if the median is too narrow to safely store a left turning or crossing vehicle, a 20-foot minimum is necessary for passenger cars, both directions shall be considered from the access location. If the median can safely store the turning or crossing vehicle, then the sight distance shall be calculated assuming a two-stop condition. The vehicle shall be assumed to stop once at the outside edge of the outside lane and again within the median. Each one-way roadway direction shall be considered separately.

- ii. Sight Distance at Uncontrolled Intersections and Local Streets – A triangular space (the “sight distance triangle”) shall be provided across corner lots for adequate sight visibility. The County may approve the location of light or sign poles 12 inches or less in diameter in the sight distance triangle if visibility is not obstructed.
- iii. No Obstructing Triangle – The sight distance triangle shall be kept free from obstructions to vision between the heights of 2 ½ and 12 feet above the street grades. Landowners are responsible for maintaining this visibility. The sight distance triangle is to be determined by a diagonal line drawn across the lot 35 feet back along the face of curb or edge of pavement from the point of intersection of the curb lines or edges of pavement. See Figure 5-6-1.



# LARAMIE COUNTY LAND USE REGULATIONS

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# LARAMIE COUNTY LAND USE REGULATIONS

**Table 5-6-3 Entering Sight Distance (In feet) for Controlled Intersections**

Vehicle expected to enter or cross highway as determined from Table 5-6-5	Posted Speed of Roadway in MPH										
	20	25	30	35	40	45	50	55	60	65	70
<b>Two Lane Roadway</b>											
Passenger Cars, Pickup Trucks	200	250	300	350	400	450	500	550	600	650	700
Single Unit Trucks Over 10,000 lb. GVW	260	325	390	455	520	585	650	715	780	845	910
Multi-Unit Trucks	340	425	510	595	680	765	850	935	1020	1105	1190
<b>Four Lane Roadway</b>											
Passenger Cars, Pickup Trucks	240	300	360	420	480	540	600	660	720	780	840
Single Unit Trucks Over 10,000 lb. GVW	300	375	450	525	600	675	750	825	900	975	1050
Multi-Unit Trucks	400	500	600	700	800	900	1000	1100	1200	1300	1400
<b>Six Lane Roadway</b>											
Passenger Cars, Pickup Trucks	260	325	390	455	520	585	650	715	780	845	910
Single Unit Trucks Over 10,000 lb. GVW	340	425	510	595	680	765	850	935	1020	1105	1190
Multi-Unit Trucks	420	525	630	735	840	945	1050	1155	1260	1365	1470

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# LARAMIE COUNTY LAND USE REGULATIONS



## LARAMIE COUNTY LAND USE REGULATIONS

**Table 5-6-4 Stopping and Deceleration Adjustment Factors for Highway Grade**

Grade	Adjustment Factor
3% to 4.9% Upgrade	0.9
5% to 7% Upgrade	0.8
3% to 4.9% Downgrade	1.2
5% to 7% Downgrade	1.35

Land use(s) Served by Access	Design Vehicle(s) to be Used for Sight Distance Calculations for Table 5-6-3
Residential (access not part of a school bus route)	Passenger Cars, Pickup Trucks
Access part of any school bus route regardless of land use	No less than Single Unit Trucks
Office	Single Unit Trucks
Recreational	Single Unit Trucks
Commercial/Retail	Multi-Unit Trucks*
Industrial	Multi-Unit Trucks*
Public Streets & Roads	Multi-Unit Trucks*
* If less than 2 multi-unit truck trips per day (average), use single-unit truck	

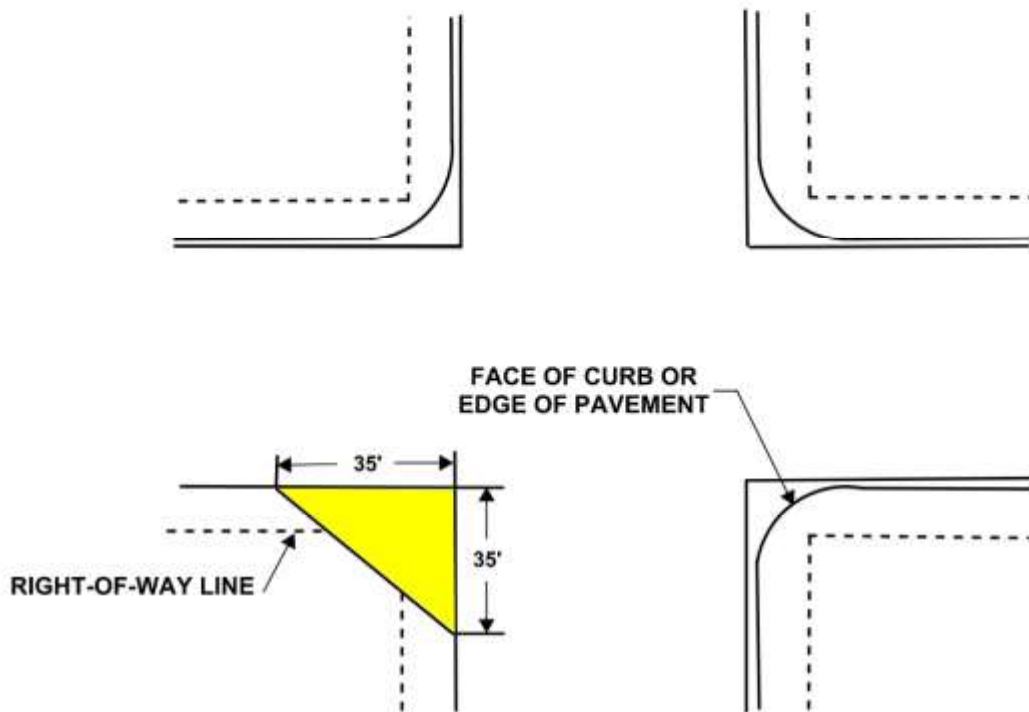
**Table 5-6-5 Design Vehicle Selection**

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# LARAMIE COUNTY LAND USE REGULATIONS

**Figure 5-6-1 Corner Sight Distance for Yield or No Control Intersections**



## d. Intersections and Access

- i. Traffic Signals - If the traffic study determines that there is sufficient traffic (when the area is completely developed) to warrant installation of a traffic signal, traffic shall be consolidated to a single access which can be signalized.
- ii. Access Standards for Local Roads and Streets - The various dimensions and spacing of driveways on rural and urban local roads and streets are illustrated in Figure 5-6-2. Ranges of the permitted values of the various dimensions are shown in Table 5-6-6. In individual cases, the dimensions indicated in Table 5-6-6 may be adjusted by the approving authority to handle expected traffic conditions.
- iii. Access Standards for Collectors and Arterials -
  - A. Provision of Access - If a property has frontage on one or more side streets intersecting the arterial, access shall be limited to such side street(s) unless a traffic study approved by the County demonstrates that direct access to the arterial would promote improved traffic operations and/or safety.
  - B. Access Spacing for Collectors and Arterials - When access is allowed from collectors or arterials, each access shall be separated at a minimum by a distance equal to the design sight distance values in Table 5-6-2. When speed change lanes are present, or will be needed in the future, the accesses shall be separated by a sufficient distance so that the speed change lanes including transition tapers do not overlap,



## LARAMIE COUNTY LAND USE REGULATIONS

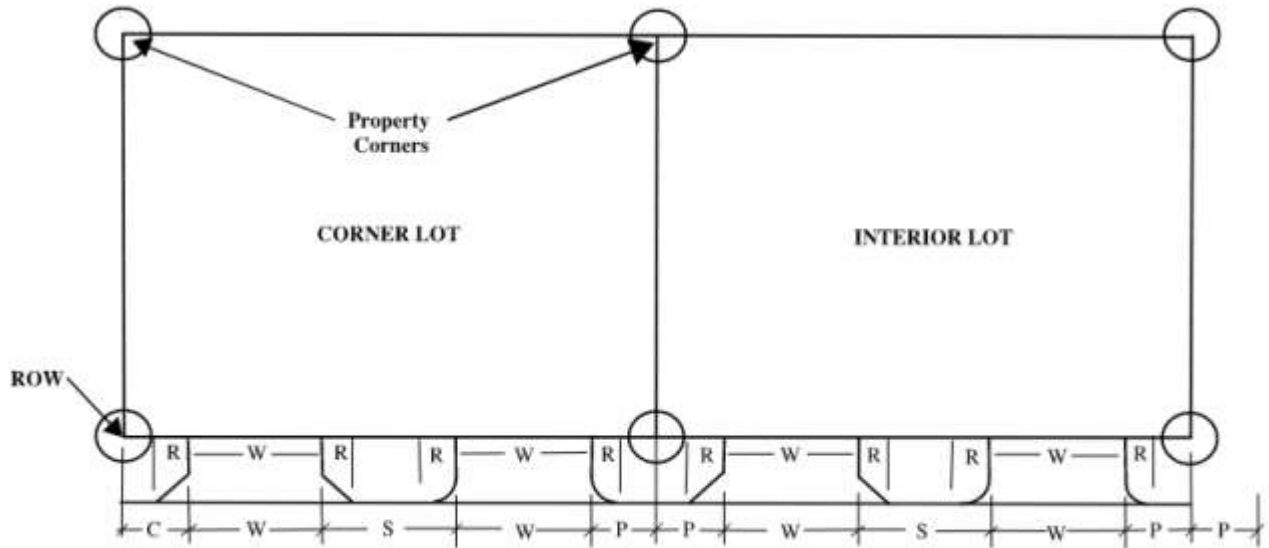
- or an equivalent distance if speed change lanes are not yet built. Access shall not be permitted within a speed change lane, taper or ramp.
- C. Driveway Approach Width - Driveway approach widths for collectors and arterials are determined from Table 5-6-6.
- D. Joint Access - For adjacent developments within the designated urban areas, joint access shall be provided through joint driveway approaches, access easements, and/or frontage roads. The County may determine, on a case-by-case basis, that a joint access is not appropriate. All parties involved shall sign the Access Permit Application. A written mutual agreement signed by all parties involved shall be recorded in the public records of Laramie County, Wyoming. A copy of the recorded document shall be submitted with the application. All access requirements shall be met, except that the minimum distance from property line requirement shall not apply. In the event of a material breach or termination of the agreement, the access permit shall be cancelled, and the joint access shall be removed by the applicants or by the County at the expense of the applicant(s).

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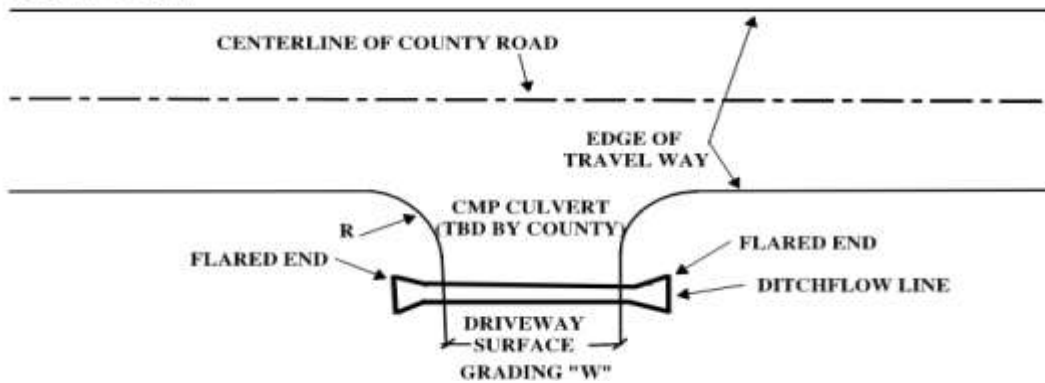
# LARAMIE COUNTY LAND USE REGULATIONS

**Figure 5-6-2 Approach Detail**

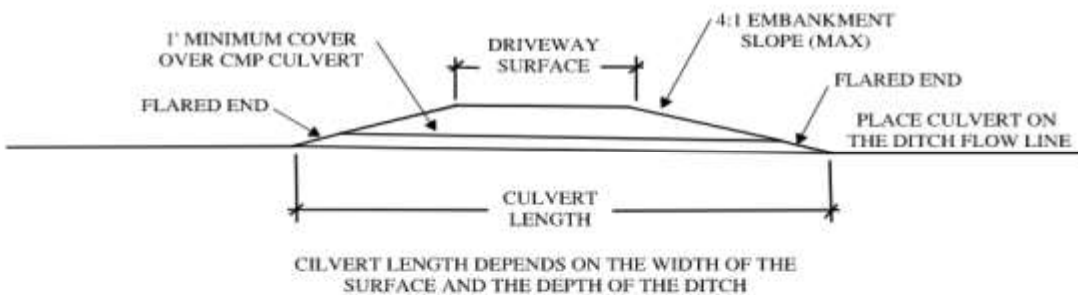


## APPROACH DETAIL

### PLAN VIEW



### CROSS SECTION





# LARAMIE COUNTY LAND USE REGULATIONS

**Table 5-6-6 Basic Driveway Approach Dimensions**

	Dimension Reference	Residential		Commercial		Industrial
		Urban	Rural	Urban	Rural	
<b>Width</b>	W					
<b>Minimum</b>		12'	20'	30'	24'	40'
<b>Maximum</b>		36'	36'	36'	40'	50'
<b>Radii (Curve or Flared)</b>	R					
<b>Minimum</b>		5'	15'	15'	15'	20'
<b>Maximum</b>		10'	25'	25'	50'	50'
<b>Minimum Spacing*</b>						
<b>From Property Line</b>	P	10'	25'	25'	50'	50'
<b>From Street Corner</b>	C	15'	50'	35'	100'	60'
<b>Between Driveways**</b>	S	23'	60'	53'	120'	130'

*\*Measured from extension of tangent. "R" is the width of the flare or curb return utilized at the location.*

*\*\*If two adjacent driveways have different "R" values, the average should be used to determine the spacing.*

**Summary of Table 5-6-6** – The driveway approach surface should be paved. However, if the adjacent road has a gravel surface, the driveway approach, if not paved, may have a minimum of 6" of crushed gravel.

The permittee shall do all work and pay all costs in connection with the construction of access driveway approaches and their appurtenances on the right-of-way. This cost shall include the cost of any public property, including the roadway surface, damaged during construction.

At driveways with high traffic volumes, such as fast-food restaurants and car washes, provision must be made for car storage on the premises to prevent stacking of vehicles on the roadway. Where needed and feasible at high traffic volume driveways, clearly visible acceleration and/ or deceleration lanes should be provided. Except for the driveway served, no other driveway accesses shall be permitted within the limits of the auxiliary lanes. All approaches in the County will be inspected prior to construction. The inspection will determine the size of the culvert and if a culvert is required.

On County Roads, the distance from the right-of-way line to the near edge of service pumps, vendor stands, tanks, or private water hydrants should be a minimum of 25' to permit free movement of large vehicles and to ensure that they are entirely off the right-of-way when being serviced.





# LARAMIE COUNTY LAND USE REGULATIONS

Variances from these dimensions require County approval. Driveway approaches shall comply with current ADA requirements. Where properties have frontage on more than one street, the access will be granted only on the street with the lower functional classification.

## *e. Speed Change Lanes*

This subsection provides standards for speed change lanes at access points for arterials and major collectors.

- i. Requirements - Speed change lanes shall be installed according to the following criteria:
  - A. A left turn deceleration lane and taper with storage length is required for any access with a projected peak hour ingress turning volume greater than ten vehicles per hour. The taper length shall be included within the required deceleration length. A right turn deceleration lane and taper is required for any access with a projected peak hour ingress turning volume greater than 25 vehicles per hour. The taper length shall be included within the required deceleration length.
  - B. A right turn acceleration lane and taper is required for any access with a projected peak hour right turning volume greater than 50 vehicles per hour when the posted speed on the adjacent road or street is greater than 40 mph. The taper length will be included within the required acceleration length.
  - C. A right turn acceleration lane may also be required at signalized intersections if a free-right turn is needed to maintain an appropriate level of service.
  - D. Right turn deceleration and acceleration lanes are generally not required on roadways with three or more travel lanes in the direction of the right turn.
  - E. A left turn acceleration lane with taper may be required when unique location factors such as highway speed and traffic density, access volume, the volume of commercial trucks, the influence of nearby access, existing highway auxiliary lanes close to the access, nearby traffic control devices, available stopping sight distance, and where other topographic and highway design factors exist that determine the need. A left turn acceleration lane is generally not required where the posted speed is less than 45 mph, or the intersection is signalized, or the acceleration lane would interfere with the left turn ingress movements to any other access.
- ii. Speed Change Lane Design Criteria - Where speed change lanes are required, they shall be constructed in accordance with the following:
  - A. Where two accesses have speed change lanes that overlap, or in close proximity, a continuous lane shall be established between the accesses to improve roadway consistency and safety and maintain edge continuity.
  - B. Speed change lanes shall be 12 feet wide, exclusive of the gutter pan or shoulder. If the existing through travel lanes are less than 12 feet wide, the speed change lanes may be the width of the widest through lane but shall in no case be less than 10 feet wide, exclusive of the gutter pan or shoulder.
  - C. Table 5-6-7 shall be used to determine lengths of speed change lanes. The required length of taper is obtained by multiplying the full lane width by the appropriate ratio as shown in Table 5-6-7. "Stop Condition" means the vehicle comes to a complete stop



# LARAMIE COUNTY LAND USE REGULATIONS

or very slow speed prior to making the turn into the access or is stopped before exiting the access onto the street. For deceleration lanes, a 15-mph turn is normally assumed for a curb return radius only if the radius is 40 feet or greater. A stop condition must be assumed for a curb cut type access. For an acceleration lane, a stop condition shall normally be assumed at the start of the acceleration.

D. Additional storage lengths are required for left turn deceleration lanes.

**Table 5-6-7 Speed Change Lane Lengths for Right and Left Turn Lanes**

Design or Posted Speed (mph)	Stop Condition		15 mph Turn		Minimum Accel Lane Taper Ratio <sup>2</sup>	Minimum Decel Lane Taper Ratio*
	Accel	Decel	Accel	Decel		
25	100	200	90	150	7.5:1	7.5:1
30	190	235	190	185	10:01	8:01
35	270	275	240	235	12.5:1	10:01
40	380	315	320	295	15:01	11.5:1
45	550	375	480	350	15:01	13:01
50	760	435	700	405	20:01	15:01
55	960	485	910	450	22.5:1	18.5:1

Distances are in feet. These distances apply to both left and right turn acceleration and deceleration lanes.

\*Ratio of length of taper to width of lane.

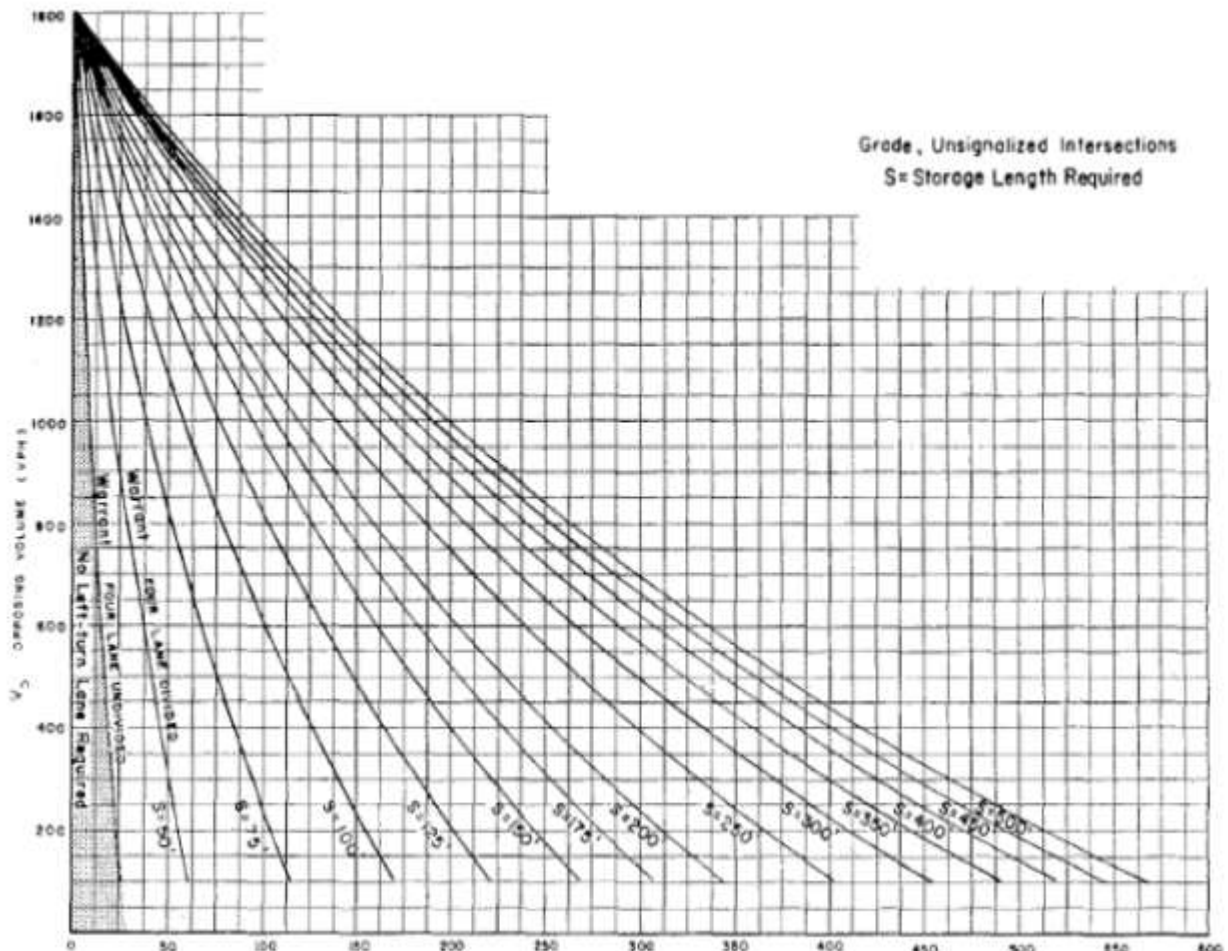
## *f. Left Turn Bays and Spacing*

Driveways serving high generation users such as community and regional shopping centers, large industrial plants, major office building complexes, and high-density apartment developments, shall provide for adequate left turn storage bays. The need for left-turn storage bays shall be determined by the Traffic Study. The length of left-turn storage bays shall be determined from the highest predicted traffic volumes which will occur during the next 20 years and design criteria outlined in the current edition of the Geometric Design of Highways and Streets by AASHTO. The requirement for left-turn bays will automatically establish a minimum spacing of successive driveways or intersections which are projected to have left turn entry or exit.



# LARAMIE COUNTY LAND USE REGULATIONS

Figure 5-6-3 Volume Chart



Summary of Figure 5-6-3 – At driveways with high traffic volumes, for example, fast food restaurants and car washes, provisions shall be made for vehicle storage on the premises to prevent stacking of vehicles on the roadway. The required stacking space shall be determined by a TIS provided by the applicant.

Where needed and feasible at high traffic volume driveway approaches, clearly visible acceleration and/or deceleration lanes shall be provided. Except for the driveway served, no other driveway access shall be permitted within the limits of the auxiliary lanes.

Acceleration lanes shall not conflict with the beginning of a right turn lane. Acceleration lanes shall terminate before the end of the queue (as determined by the TIS) at a signalized intersection. Acceleration lanes shall terminate not less than 50 feet ahead of an unsignalized intersection. If adequate length of acceleration lane cannot be provided subject to these constraints, the access will not be permitted.



# LARAMIE COUNTY LAND USE REGULATIONS

The basic factors are the distance required for the median taper and the length of the storage bay. If a driveway on a major route is opposite a street, a left turn bay for the street also should be incorporated. This will further increase the required distance between major driveway approaches, or intersections.

The distance of a major driveway, with left-turn channelization from a nearby major intersection which also has left-turn bays, will vary depending on whether the driveway is on the approach or departure side of the intersection with respect to the left-turn lane.

## *g. Location Coordination*

The location of access to properties on opposite sides of arterial and collector roadways shall be coordinated so that they do not interfere with each other. Driveway approaches directly opposite each other are desirable. However, if this is not possible, the resulting "T" configurations shall be spaced a minimum of 100 feet apart on collectors, and 200 feet apart on arterials. This requirement may be modified by Laramie County Director of Public Works based on existing through traffic and the trip generation of the site.

## *h. Changes in Land Use, Abandoned Driveway Approaches, and Street Reconstruction*

- i. Changes in Land Use - If any significant changes are made or will be made in the use of the property which will affect access operation, traffic volume, turning movements or vehicle type, the property owner shall contact Laramie County Public Works to determine if a new access permit and/or modifications to the access are required. It is the responsibility of the property owner to ensure that the use of the access to the property is not in violation of these Standards. The terms and conditions of any permit are binding upon all assigns, successors-in-interest, heirs and occupants.

If a parcel of land with direct access has been in a state of nonuse for more than four years, recommencement of access use will be considered a change in use. If the renewed use of the access exceeds its design limitations or is nonconforming with the present code, a new permit may be required.

Laramie County may require an engineering study to establish whether a new permit is required.

- ii. Abandoned Driveways - A driveway approach which has become abandoned or unused through a change of the conditions of which it was originally intended or which for any reason has become unnecessary because of any change to site configuration shall be closed and the owner shall replace any such driveway approach upon the direction of Laramie County Public Works with standard curb, gutter and sidewalk or other methods approved by Laramie County Public Works under the provisions of these regulations.
- iii. Street Reconstruction - When existing streets in built-up areas are reconstructed, access points shall be reconstructed to conform to the criteria set forth in these regulations, to the extent practical and feasible.

## 5-6-107 UTILITY PERMITS

Utility permits shall be required for any dry or wet utility line that is proposed to cross or be located within a County Road right-of-way or access easement utilized for access to a subdivision or for



# LARAMIE COUNTY LAND USE REGULATIONS

repairs/replacement of existing utility facilities. A permit shall be obtained and issued by the Laramie County Public Works Department prior to the start of any construction activity on the utility. The permit submittal shall include all the specific information listed and outlined on the current permit application form available from the Laramie County Public Works Department.

## 5-6-108 RIGHT-OF-WAY/GRADING PERMITS

A right-of-way/grading permit is required for the construction of any new roadway or street and/or the improvement of an existing roadway that are associated with a residential and commercial development. This permit combines the requirements of a grading permit and a ROW permit into one so the applicant will not have to file a separate grading permit. The requirements for the design of roadways in the County are included in 5-6-109. The permit submittal shall include all the specific information listed and outlined on the current permit application form available from the Laramie County Public Works Department.

## 5-6-109 ROAD AND STREET DESIGN

### *a. Purpose*

The criteria presented in this section are intended to regulate the design of road construction and reconstruction. All roads and streets in Laramie County, except State highways, shall be designed and constructed in accordance with the standards included or referred to in this Chapter.

### *b. Responsibilities*

- i. The property owner is responsible for preparing, designing, processing, submitting, and accomplishing the necessary improvements, as well as the associated paperwork.
- ii. Laramie County Public Works is responsible for review of preliminary/conceptual plans, construction plans and specifications, and inspection and acceptance of the constructed work.
- iii. Where a street design involves a State Highway in any manner, it is necessary to coordinate with the WYDOT.
- iv. Where a street design is adjacent with any road owned and maintained by any city or town, it is necessary to coordinate with the corresponding jurisdiction.

### *c. General Requirements*

- i. The location of local streets shall be required to provide legal access to abutting property, and in accordance with the provisions of these Standards.
- ii. Geometric and structural designs of roads and streets shall be performed by or under the direct supervision of a qualified and in good standing civil engineer licensed by the Wyoming State Board of Registration for Professional Engineers and Professional Land Surveyors to practice engineering in Wyoming. All documents submitted for approval must bear the seal and signature of the responsible engineer.
- iii. Any proposed road that expects 350 vehicles per day (vpd) or more based on the TIS and analyses, shall meet the appropriate paved roadway section as defined in Section 5-6-110 for the total existing and proposed full buildout average daily traffic volumes (ADT). If a proposed subdivision creates an existing gravel roadway to exceed 350 vpd based on





## LARAMIE COUNTY LAND USE REGULATIONS

the TIS and analyses, the developer shall improve the existing roadway section to the appropriate paved roadway section as defined in Section 5-6-110 for the total existing and proposed full buildout average daily traffic volumes (ADT) at their cost. The pavement shall extend along the full length of the parcel and to the closest currently paved road. Paving shall meet all standards as laid out in these sections. The applicant will be responsible for all costs associated with paving.

- iv. If a development is tying into an existing roadway, and the existing roadway does not meet, at a minimum, the minimum width requirements, gravel/base requirements, and/or paving requirements set forth in these regulations for the specific classification of roadway based on the existing and projected ADT at full buildout, the developer shall provide any necessary enhancements to the existing roadway to comply with the current regulations.
- v. For any residential subdivision and/or commercial development or subdivision, all roadways associated with the development shall be designed and constructed to the furthest point of the subdivision and/or property.
- vi. Plans shall be submitted for all roads and streets. The geometric design of roads and streets, including the vertical and horizontal alignment, shall be in accordance with the provisions of these Standards, and done with the objective of providing a safe and efficient road system. The basis for geometric design is the current edition of "A Policy on Geometric Design of Highways and Streets", American Association of State Highway and Transportation Officials.
- vii. Construction for Rural Roads shall be in accordance with the current edition of the Wyoming Public Works Standard Specifications or WYDOT Standard Specifications, whichever the developer of the roadway(s) chooses.
- viii. Construction for Urban Roads shall be in accordance with the current edition of the Wyoming Public Works Standard Specifications, City of Cheyenne Standard Specifications, or WYDOT Standard Specifications, whichever the developer of the roadway(s) chooses.
- ix. The property owner is responsible for observations, inspections, and testing performed on the roadways during construction. The observation, inspections, and testing shall be done under the supervision of a qualified licensed engineer. This does not relieve the requirements for County observations and inspections. The testing shall be performed in accordance with the current Wyoming Public Works Standard Specifications, City of Cheyenne Standard Specifications, or WYDOT Standard Specifications, whichever is chosen for the project.
- x. Upon completion and acceptance of construction in the public right-of-way, the owner shall provide record drawings as well as digital records to the County showing the as-constructed infrastructure. The County shall require the record drawings as a condition for final compliance. The record drawings shall be signed and sealed by a licensed engineer and contain a statement to the effect that, to the best of knowledge and belief of the engineer, the record drawings accurately reflect the as constructed facility. If the plans and/or specifications were materially altered during construction, the submittal of the record drawings shall include revisions to the plans and /or specifications.
- xi. It shall be the responsibility of the engineer of record and the contractor to record any changes to the plans during construction. A detailed as-constructed survey is not required



## LARAMIE COUNTY LAND USE REGULATIONS

for the preparation of the as-constructed drawings. However, if there are any areas or items that are modified during construction that are too difficult to record the changes without a survey, then a survey is only needed in those areas. Otherwise, field measurements, etc. are sufficient for the recording of modifications. The engineer or surveyor of record and the contractor shall both certify the as-constructed drawings detailing any changes that were recorded during construction and the plans and certification shall be submitted to the County. If the County determines there have been changes or modifications that are not indicated on the as-constructed drawings and not approved by the County prior to the modifications, the County may require the contractor to make field modifications to meet the approved designs or require that the as-constructed drawings be modified. If the County requires the contractor to make modifications to meet the approved design, the contractor shall do so immediately.

- xii. The submittal of record drawings or revised specifications does not relieve the developer from building the road or street in accordance with the approved plans. Deviations from the proposed plans and specifications shall be approved in advance by the County, and the developer assumes the risk of the expense of correcting unauthorized changes.
- xiii. Other topics related to street design, including traffic impact studies (TIS), drainage, curb and gutters, intersection design, bike lanes, access control, sidewalks, traffic control devices, street lighting, and parking are covered in other sections of these regulations.

### *d. Standards*

- i. Geometric Design – The standards to be used in geometric design of streets are shown in 5-6-109 and 5-6-110 to this Chapter. Alternative designs may be approved to allow for flexibility of cross sections and landscape needs. Such designs must be approved by the Planning and Development Director and the Director of Public Works during the platting process and prior to approval of the plat.
  - A. As used in these Standards, “urban section” means a paved section with curb and gutter and sidewalk. “Rural section” means a paved or unpaved section with drainage ditches, with or without sidewalks. Street sections will be urban or rural, depending on the density of development. In general, streets in subdivisions with urban-sized lots or tracts (i.e., those served by the South Cheyenne Water and Sewer District or private water and sewer systems) may be urban sections.
  - B. Minimum right-of-way widths are shown in Section 5-6-110 for the various classifications of roadways. Additional widths may be needed for through lanes, turn lanes, speed change lanes, and to accommodate slopes and drainage structures. If adequate right-of-way or easement is not provided, the County may require dedication of additional right-of-way width or additional width for the access easement.
  - C. The minimum centerline radius is based on the application of maximum superelevation for the indicated design speeds. The controlling factor is the design speed. Therefore, if less superelevation is used, the radius must be increased.
  - D. The angle of intersection of streets should be as close to 90 degrees as possible, and in no case should vary more than 10 degrees from a right angle.
  - E. Median design for both physical and painted medians shall be closely coordinated with Laramie County Public Works.





## LARAMIE COUNTY LAND USE REGULATIONS

- F. Cross-pans (valley gutters across intersections) shall be a minimum of 12' wide. A minimum transition of 30 ft. shall be made in the street preceding the cross pan to remove the crown. Design speeds shall be maintained across cross pans. For new roadways or reconstruction of roadways cross pans should be avoided across arterial and collector streets.
- ii. Structural Design - Structural design shall be in accordance with AASHTO pavement design procedures (AASHTO "Guide for Design of Pavement Structures", Current Edition) and shall be based on geotechnical investigations and testing of the subgrade. The pavement design shall provide for a 20-year service life with an equivalent 18-kip axle loading based on projected traffic for the type and density of development proposed and existing, surrounding road use. Roadway design/construction plans submitted for approval shall be accompanied by a pavement design report. Roadway sections and compaction requirements shall not be less than those specified in the pavement design report. The pavement design report shall be prepared under the supervision of and signed and sealed by a Wyoming licensed engineer. Any proposed modifications to the approved design shall be submitted for approval.
- e. Rural Road Procedures and Standards*
- i. County rural roads within publicly dedicated access easements or publicly dedicated rights-of-way for all rural subdivisions containing 4 or more lots/tracts shall be constructed to these Standards.
- ii. Roadbed and ditch sections shall be excavated and shaped in conformity with the typical sections shown in 5-6-110 of this Chapter. Unstable materials and other objectionable materials, such as trash, shall be removed and replaced with acceptable roadbed building materials. Placement of frozen soil in the construction area or placement of unfrozen materials on frozen ground is prohibited. The foundation area for embankments shall be plowed or scarified to a minimum depth of six inches.
- iii. Topsoil of sod and vegetable matter where used shall be placed in the bottom of embankments such that it will be at least six inches below the top of the roadbed.
- iv. Construction of the road shall be done with a motor grader, scraper or other heavy earthwork equipment, operated in such a manner as to get the maximum compaction possible as the equipment works back and forth over the embankment. Should the earth be too dry to compact satisfactorily, it shall be wetted with water, as required, to provide the specified compaction. The finished roadbed grade shall be bladed with a motor grader to a smooth surface having a uniform grade and to the lines and grades shown on the construction drawings.
- v. Gravel surfacing shall be crushed stone or gravel. Gradation will be as called out in the approved plans and specifications. Hardness and index properties will be as called out in the specifications used for the project. The County will accept Grading "W" or Grading "L" if it is from a granite pit.
- vi. The Director of Public Works may require that soil binder be added to the gravel to bind the surfacing together so that scatter of the aggregate under traffic will be minimized.
- vii. A representative sample of the surfacing materials shall be submitted to a reputable testing laboratory for analysis and certificate of compliance. Test results shall be provided to Laramie County Public Works.



## LARAMIE COUNTY LAND USE REGULATIONS

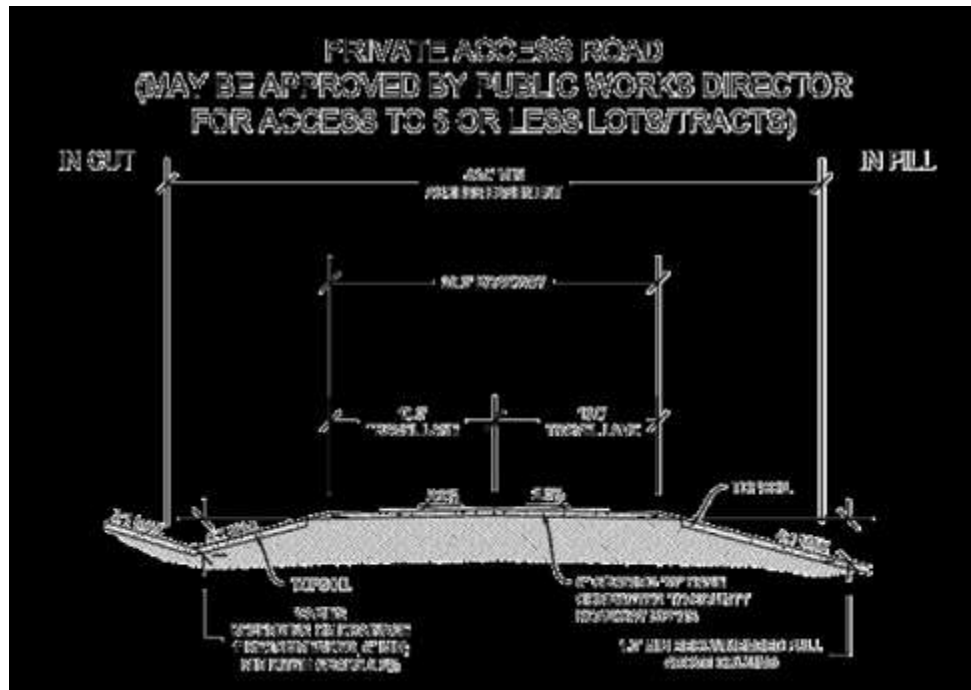
- viii. The truckloads of surfacing delivered to the road shall be accurately determined by weight or volume and spread the designed distance and width to obtain the required thickness as shown on the construction drawings.
- ix. A record of the truckloads of surfacing delivered to the road shall be kept. This record shall be in a tabulated form indicating the volume or tonnage of each load and the name of road where surfacing was placed. This record shall be signed by the party responsible for its correctness.
- x. Roadway ditches shall be graded so as to carry drainage water away from the road to natural drainages or to culvert pipes in the case of cross drainage. Grading that will cause pockets where water will pond alongside the roadway shall be avoided.
- xi. Drainage pipes made of steel, aluminum or reinforced concrete of adequate strength to take the road vehicular traffic shall be installed in the road embankments wherever natural drainages are crossed that will cause large overflows of water over the road without a pipe or will damage or inundate property upstream from the road. The pipe shall be of such size that it is capable of passing the flood waters of a storm of two-year frequency without overtopping the road. The minimum acceptable pipe size is 18 inches unless otherwise approved by Laramie County Public Works and shall have flared ends.
- xii. When the Final Drainage Report and analyses indicate the roadway will be overtopped for any storm event above the two-year frequency, the design of the roadway shall include armoring of the embankment for the upstream and downstream sides of the roadway and for the entire length of the overtopping. The depths of overtopping and the velocities for all storm events where overtopping occurs shall be included in the Final Drainage Report and submitted with the construction plans.
- xiii. The earth around any pipe installation shall be tamped with mechanical equipment in layers not exceeding eight inches. Compaction test results for all backfilling of pipes shall be provided to Laramie County Public Works.
- xiv. All proposed roads that are to be gravel but tie into an existing paved road, shall be paved from the existing paved road to the right-of-way line of the existing paved road.
- xv. To minimize snow drifting on the road, the roadbed embankment should be at least one foot above the natural terrain and cut backslopes should be no steeper than 3:1 slope.
- xvi. Use of cattle guards is not encouraged and will require approval by Laramie County Public Works.
  - A. Cattle guards, when approved, shall be of commercial manufacture having a capacity of 20 tons with the minimum dimensions of the steel frame being 7' 9" x 12' 0". The cattle guard shall be set on a reinforced concrete foundation and end wings shall be installed on each side. All plans for the cattle guard must be submitted to the Laramie County Director of Public Works for approval prior to construction.
  - B. Maintenance responsibilities of the proposed cattle guards will be accessed at time of request. If Laramie County Public Works is to perform the maintenance, the level and frequency of maintenance will be determined by the Laramie County Public Works Department on a case-by-case basis.



## LARAMIE COUNTY LAND USE REGULATIONS

### *f. Private Access Standards.*

For rural residential subdivisions that include four (4) or less lots/tracts, the County Public Works Director may allow access to be in an access easement, and not require the roadway to meet a road section outlined in Section 5-6-110. When the Public Works Director approves this option, the access easement and roadway shall meet the minimum requirements outlined in the roadway section below in order to meet the needs of emergency vehicles:



### *g. Cul-De-Sacs and Dead-End Roads*

Cul-de-sacs and dead-end roads shall be designed and constructed in accordance with the minimum requirements of the International Fire Code as adopted by the County for dead-end fire apparatus access roads. When platting subdivisions with cul-de-sacs and dead-end roads, the right-of-way and/or access easement established on the plat shall account for the design and construction of the turnarounds. Additional right-of-way or access easement may be required to accommodate the turnarounds. Designers of subdivisions containing roads with cul-de-sacs or dead ends, and where public water supplies are provided, should consult with the water utility and the fire protection provider on the permitted length of dead-end water mains.

### *h. Intersection Design*

- i. Corner Radii - Corner radii at intersections should satisfy the requirements of the drivers using them to the extent practical and in consideration of the amount of right-of-way available, the angle of the intersection, numbers of pedestrians, width and number of lanes on the intersecting streets, and amounts of speed reduction. Minimum back-of-curb radii at intersections shall be as shown in Table 5-6-9:



# LARAMIE COUNTY LAND USE REGULATIONS

**Table 5-6-9 Minimum Back of Curb Radii**

Type of Intersection	Radii (ft)	Remarks
Local - Local	15	See Note 1 <sup>3</sup> below
Local - Collector	25	
Collector - Collector	30	See Note 2 <sup>4</sup> below
Local - Arterial	30	
Collector - Arterial	30	See Note 2 below
Arterial - Arterial	30	See Note 2 below

Note 1. At the intersections of county roads at right angles, the minimum radius at the roadbed shoulder shall be 20 feet. Intersections at angles other than 90 degrees shall have minimum radii that are equally adequate for the turning of vehicles.

Note 2. Radii of 40 ft. or more, and preferably three-centered compound curves or simple curves with tapers to fit the paths of appropriate design vehicles, should be provided where large truck combinations and buses turn frequently. Larger radii are also desirable where speed reductions would cause problems.

Note 3. The County Director of Public Works may require greater radii when there is no parking lane adjacent to the curb.

## *i. Speed Change Lanes and Intersection Sight Distance*

The requirements for speed change lanes and intersections sight distance presented in these regulations, shall apply to street design.

## *j. Street Lighting*

Street Lighting shall not be required except in urban areas and then only at high traffic intersections. Streetlights shall be angled to direct all light downward from the fixture.

## *k. Curb and Gutter*

Curb and gutter are generally used for drainage control, but curb can be used for other purposes such as pavement edge delineation, delineation of pedestrian walkways, and aesthetics. Curb or curb and gutter are useful to assist in right-of-way reduction, reduction of maintenance operations, and assistance in orderly roadside development.

- Standards required in Urban areas – The construction of curb and gutter shall be covered in the specifications designated for the project.
- Construction Sequence – For new roadways/streets, curbs, gutter cross-pans and sidewalk (where attached) shall be constructed after installation of sanitary sewer and



## LARAMIE COUNTY LAND USE REGULATIONS

after storm sewer mains, laterals, and service lines have been installed and properly compacted. Water mains which cross curb, gutter, attached walks and driveway approaches shall also be installed and properly compacted prior to installation of concrete work. Water valve boxes and manholes shall be adjusted to final grade after installation of curb and gutter. Electrical services shall be installed after water services but prior to installation of curb radii except where previous arrangements for use of conduit have been made and approved.

### *I. Construction Design Plans*

Construction design plans shall be submitted to Laramie County Public Works with the appropriate permit application (i.e., right-of-way/grading, site plan, etc.). Construction design plans for commercial sites that have gone through the site plan approval process and for roadway construction for rural residential and commercial subdivisions shall be prepared by an engineer licensed in the State of Wyoming. The construction design plans, and construction shall be based on the current edition of the Wyoming Public Works Standard Specifications, City of Cheyenne Standard Specifications, or WYDOT Standard Specifications, whichever the owner chooses. Any improvements that fall within WYDOT owned and maintained rights-of-way shall comply with all WYDOT requirements. An approved WYDOT permit shall be provided to Laramie County Public Works. A Final Drainage Report shall be submitted with the construction plans.

- i. Commercial Site Developments – Construction design plans for commercial site developments shall require the following items:
  - A. Cover Sheet – including at a minimum:
    1. the name of site development,
    2. vicinity map,
    3. owner and engineer information,
    4. date of preparation,
    5. and P.E. stamp of engineer responsible for the designs.
  - B. Copy of most current plat if tract/lot is within a platted area.
  - C. Notes sheet (if there is not enough space for notes to be included on all the other sheets).
  - D. Grading Plan
  - E. Utility Plan and Profiles for all utilities.
  - F. Detention/Retention Pond design with recorded drainage easement for pond area. Detention pond outlet structure details as needed.
  - G. Other details as needed.
- ii. Roadways – Construction plans for new roadways and any required improvements to existing roadways associated with urban and rural residential or commercial subdivisions shall require the following items:
  - A. Cover Sheet – including at a minimum:
    1. the name of site development,
    2. vicinity map,
    3. owner and engineer information,
    4. date of preparation,
    5. signature block for Laramie County Public Works Director,



## LARAMIE COUNTY LAND USE REGULATIONS

6. and P.E. stamp of engineer responsible for the designs.
- B. Copy of approved plat, if applicable.
- C. General notes on the plans shall include all the following at a minimum:

All work shown on these civil drawings, whether public or private improvements, shall comply with the Laramie County specifications and the project specifications. If conflicts exist between the project specifications and/or drawings and Laramie County specifications the project specifications and or drawings shall be reviewed, and the more stringent or conservative specifications shall prevail as determined by the county public works director.

Work in right-of-way or access easements shall conform to the current edition of the Wyoming Public Works Standard Specifications, the City of Cheyenne Standard Specifications, or the WYDOT Standard Specifications (list whichever one the owner chooses for this project), and these construction plans in their entirety.

All work in the right-of-way or in access easements requires a Public Works Permit. No work within the right-of-way or access easements shall begin until the permit has been reviewed, approved, signed, and issued by the County.

The contractor shall be responsible for shaping of street crown, scarifying and compacting subgrade to 95% ASTM D698 and moisture content within -4% to +2% optimum, proof rolling subgrade with 25 ton loaded dump truck or fully loaded water truck, nuclear density and moisture content tests at a frequency no greater than 250 LF within the travel lanes for all fill areas. Said proof roll and testing must be completed prior to placement of crushed base. Proof roll vehicle shall not travel at speeds greater than 3 MPH. Any area deemed deficient or substandard and exhibits excessive pumping or deformation shall be reworked by the contractor to the satisfaction of the engineer. All proof rolls shall be performed in the presence of the county inspector.

The contractor shall be responsible for performing compaction tests of the base material and performing a proof roll of the base material in the presence of the county inspector.

The contractor shall be responsible for performing compaction tests of the asphalt material per the specifications utilized for this project. (i.e., Wyoming Public Works Standard Specifications, City of Cheyenne Standard Specifications, or WYDOT Standard Specifications).

The contractor shall be responsible for performing compaction tests on all culvert trench backfill in accordance with the current edition of the Wyoming Public Works Standard Specifications.

Contractors shall hire an independent reputable material testing company for materials testing of soil compaction. Copies of all tests shall be provided to the owner, engineer and county at the time of testing.

Prior to the beginning of construction, the Contractor shall notify Laramie County Public Works Department (307-635-4302) to coordinate inspections and required documentation. During and following construction the contractor shall supply the county following information: a. compaction tests results for all fill areas of 2' depth or more, backfill around and over culverts, base material, and asphalt (if included), b. proof rolls for subgrade and base materials, c. summary of weigh tickets for base and asphalt material, and d. seed tickets showing the seed mixture used for revegetation of disturbed areas, the application rate used, and the total amount of seed placed.

The Contractor shall be responsible for contacting the county to perform, at a minimum, the culvert installation inspections, proof roll tests for subgrade and base, and final inspection upon completion of all work.





# LARAMIE COUNTY LAND USE REGULATIONS

The contractor is responsible for the proper installation of all BMPs, continuous stormwater and BMP management, sediment, erosion control and full rehabilitation of all damaged improvements, including culverts to original or better condition.

- D. Design Data (i.e. design speed, roadway classification, maximum grades, etc.)
- E. Table of Estimated Quantities to include at a minimum but not limited to: Grading "W" or "L" Base material (in CY and in Tons) broken out for each roadway, culverts (type, sizes, lengths), signs (number/quantity and type), asphalt paving (in Tons and if applicable). These quantities will be used to verify the quantities delivered to the site.
- F. Typical roadway sections (existing/proposed)
- G. Signage Plan (including "Privately Maintained Roadway" signs) include a note that all signs, posts, and installation shall meet the current edition of the MUTCD Manual. Striping plan shall be included for paved roadways.
- H. Overall Grading Plan – this should represent what is outlined in the Final Drainage Report.
- I. Plan & Profile sheets (for roadways and proposed culverts)
- J. Mailbox Turnout Locations - designs, grading, etc.
- K. Cross Sections for roadways
- L. Other details as necessary (i.e., riprap, culvert installation, signage, paving of the tie ins for any proposed roads that tie into existing paved roadways or highways).
- M. A Storm Water Pollution Prevention Plan (SWPPP) showing where the BMPs are to be located and what BMPs are to be installed. In addition, details for the installation/construction of the BMPs, and Any other information required for a GESC permit.

## *m. Construction*

Prior to, during, and after construction activities for a commercial site plan, residential subdivision, or commercial subdivision development, there are various requirements that shall be followed as listed below:

- i. Prior to Construction – Prior to any construction activities, the contractor, engineer, and developer shall contact the Laramie County Public Works Department to schedule a pre-construction meeting. The engineer shall bring copies of the approved permits and plans.
- ii. During Construction – During construction activities, the contractor shall perform compaction testing on all subgrade fill areas that exceed 2' in depth. The contractor shall contact the Laramie County Public Works Department for a proof roll test on the subgrade material prior to placing base material (this is in addition to compaction testing).
- iii. County Inspections – A letter of compliance shall be issued by Laramie County Public Works once the subgrade passes inspection. No placement of base material will be allowed until the letter of compliance is issued. The contractor shall also contact Laramie County Public Works for a proof roll test on the base material. A letter of compliance shall be issued by Laramie County Public Works once the base passes. If asphalt is to be included for any of the roadways, asphalt shall not be placed until the letter of compliance has been issued. The contractor shall contact Laramie County Public Works for inspection of culvert installations and backfill, and any paving performed.





## LARAMIE COUNTY LAND USE REGULATIONS

- iv. After Construction – After construction has completed, the contractor shall contact Laramie County Public Works for a final inspection of all associated work under the right-of-way permit. Once any punch list items have been addressed to the county's satisfaction and prior to any issuance of building permits within the subdivision, the following completed list shall be submitted to Laramie County Public Works:

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## LARAMIE COUNTY LAND USE REGULATIONS

- A. Copies of all compaction test results for subgrade (only required for fill areas of 2' in depth or more), base material and asphalt material, base and asphalt weigh tickets, computations showing that the amount of base and asphalt material delivered to the site is at least the amount indicated on the construction plans.
- B. Seeding tickets showing the seed mixture used for revegetation of disturbed areas, the application rate used, and the total amount of seed placed.

The engineer shall submit:

- A. as-constructed plans to Laramie County Public Works
- B. a letter certifying the site, or roadways were constructed in conformance with the approved plans.
- C. a letter certifying the grading and all drainage facilities were constructed in conformance with the approved plans.
- D. If there are any detention ponds associated with the development, the engineer shall also submit a letter certifying the as-constructed detention volume meets or exceeds the required volume per the approved Final Drainage Report and there are established and recorded drainage easements for the detention pond area(s) (via plat or other recorded document).
- E. The letter shall include the design volume of the detention/retention pond(s) from the approved Final Drainage Report and the as-constructed detention/retention pond volume(s) to compare. Also refer to 5-2-108 and its requirements.
- F. After all these items have been submitted, reviewed, and approved by Laramie County Public Works, a final letter of compliance will be issued, which will allow building permits to be issued.

### 5-6-110 STANDARDS FOR GEOMETRIC DESIGN OF ROADS AND STREETS

The following pages contain figures that shall be utilized in the geometric design of roads and streets in Laramie County. These are the minimum requirements to be used for each roadway classification.

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# LARAMIE COUNTY LAND USE REGULATIONS

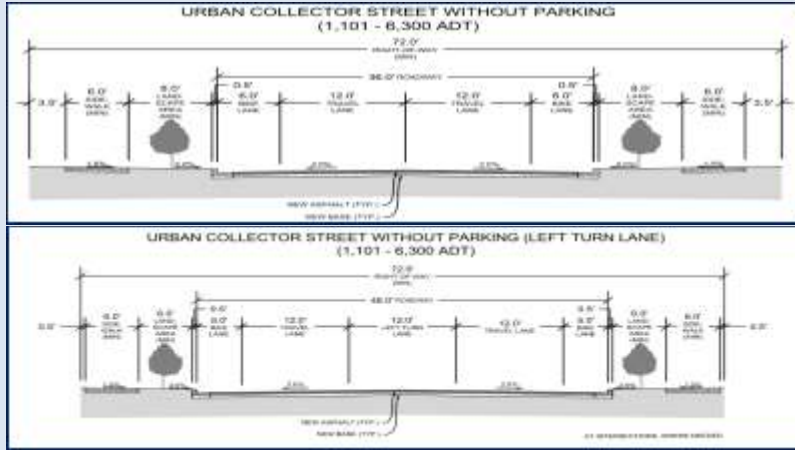
**Figure 5-6-5 Urban Minor Arterial Street**

<b>Roadway Width</b>	Minimum 36' without center turn lane, 48' with center turn lane
<b>Right-of-Way Width</b>	100' (min.)
<b>Travel Lanes</b>	2 lanes, 12' wide. Additional auxiliary lanes may be provided for as determined by County
<b>Left Turn Lane</b>	12' wide at intersections. 12' Continuous left turn lane as determined by County or Traffic Study.
<b>Bike Lanes</b>	2 lanes, 6' wide
<b>Parking</b>	None
<b>Landscape Area</b>	6' (min.) wide.
<b>Sidewalk</b>	8' (min.) wide if detached by at least 8'. 8' (min.) attached for redevelopment. Sidewalks shall be in the public right-of-way.
<b>Median</b>	None
<b>Maximum Grade</b>	6 percent Minimum Grade: 0.3 percent
<b>Maximum Superelevation</b>	.04 percent
<b>Speed Limit</b>	30-45 MPH
<b>Access</b>	Access will be limited
<b>Curb and Gutter</b>	Vertical Curb and Gutter
<b>Utilities</b>	Main lines for water, sewer, and storm drains shall be placed under the street with individual taps running to the property line.
<b>Maintenance</b>	Public maintenance



# LARAMIE COUNTY LAND USE REGULATIONS

**Figure 5-6-6 Urban Collector Street without Parking**



<b>Roadway Width</b>	Minimum 36' without center turn lane, 44' with center turn lane
<b>Right-of-Way Width</b>	72' (min.)
<b>Travel Lanes</b>	2 lanes, 12' wide
<b>Left Turn Lane</b>	12', at intersections where needed
<b>Bike Lanes</b>	2 lanes, 6' wide. 5' wide at locations where left turn lane is required
<b>Parking</b>	None
<b>Landscape Area</b>	Minimum 8' width. At locations where a left turn lane is required, parkways shall be a minimum 6' width.
<b>Sidewalk</b>	6' (min.) wide. Sidewalks shall be in the public right-of-way
<b>Median</b>	None
<b>Maximum Grade</b>	10 percent
<b>Minimum Grade</b>	0.3 percent
<b>Maximum Superelevation</b>	.04 percent
<b>Speed Limit</b>	30-35 MPH
<b>Access</b>	Access will be limited
<b>Curb and Gutter</b>	Vertical Curb and Gutter
<b>Utilities</b>	Main lines for water, sewer, and storm drains shall be placed under the street with individual taps running to the property line
<b>Maintenance</b>	Private for the entire roadway for new roads



# LARAMIE COUNTY LAND USE REGULATIONS

**Figure 5-6-7 Urban Local Street Parking**

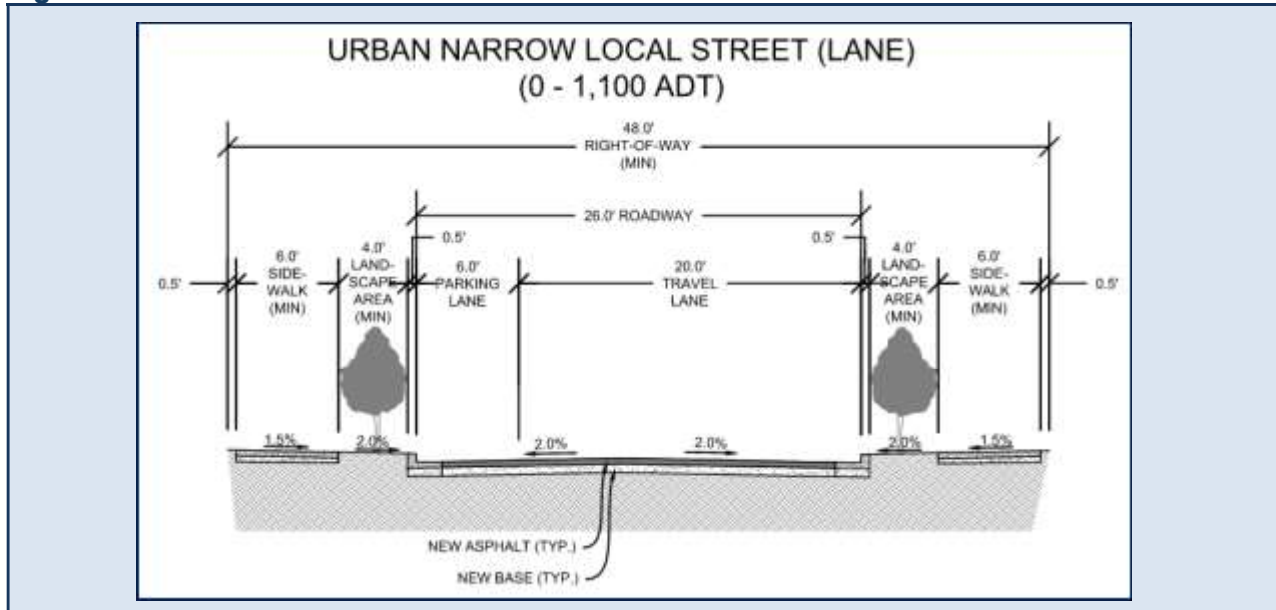
<b>Roadway Width</b>	32'
<b>Right-of-Way Width</b>	54' (min.)
<b>Travel Lanes</b>	Two lanes, 10' wide
<b>Left Turn Lane</b>	10' wide, provided where necessary
<b>Bike Lanes</b>	Bicyclists shall share the roadway with motor vehicles in the travel lanes. Additional street width may be required to the parking lanes to provide 11' wide combined parking + bike lanes to accommodate bike traffic within and leading to activity area.
<b>Parking</b>	2 lanes, 6' wide, None at Intersections
<b>Landscape Area</b>	4' (min.) wide.
<b>Sidewalk</b>	6' (min.) wide. Sidewalks shall be in the public right-of-way
<b>Median</b>	None
<b>Maximum Grade</b>	10 percent
<b>Minimum Grade</b>	0.3 percent
<b>Maximum Superelevation</b>	.04 percent
<b>Speed Limit</b>	25 MPH
<b>Access</b>	Access will be limited
<b>Curb and Gutter</b>	Vertical Curb and Gutter



# LARAMIE COUNTY LAND USE REGULATIONS

<b>Utilities</b>	Main lines for water, sewer, and storm drains shall be placed under the street with individual taps running to the property line
<b>Maintenance</b>	Private for the entire roadway section

**Figure 5-6-8 Urban Narrow Local Street**



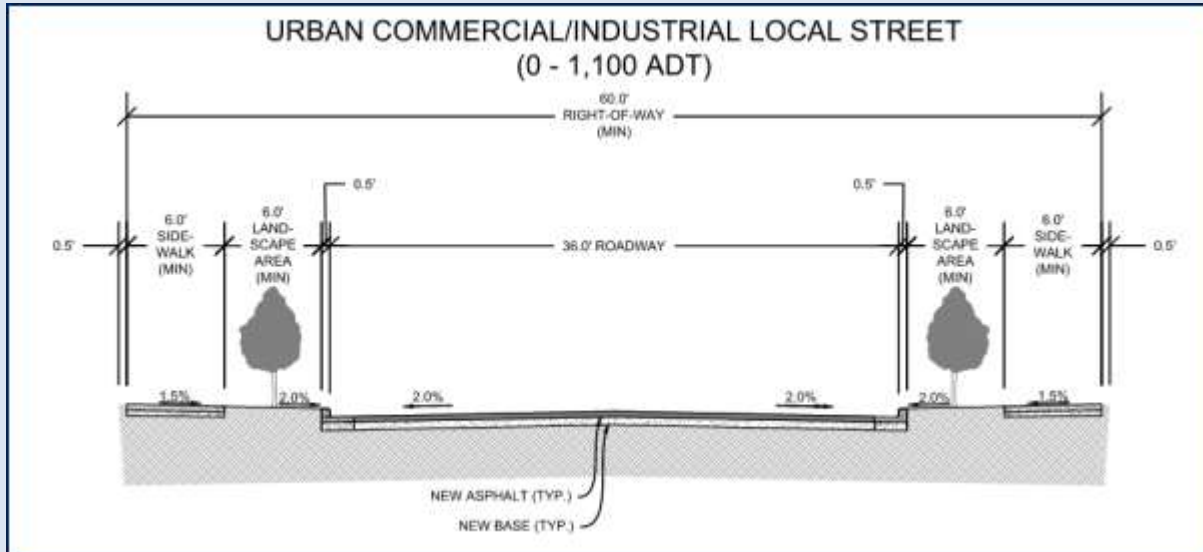
<b>Roadway Width</b>	26'
<b>Right-of-Way Width</b>	48' (min.)
<b>Travel Lanes</b>	2 lanes, 20' wide
<b>Left Turn Lane</b>	10' wide, provided where necessary
<b>Bike Lanes</b>	Bicyclists shall share the roadway with motor vehicles in the travel lanes.
<b>Parking</b>	1 lane, 6' wide
<b>Landscape Area</b>	4' (min.) wide.
<b>Sidewalk</b>	6' (min.) wide. Sidewalks shall be in the public right-of-way
<b>Median</b>	None
<b>Maximum Grade</b>	10 percent
<b>Minimum Grade</b>	0.3 percent
<b>Maximum Superelevation</b>	.04 percent
<b>Speed Limit</b>	25 MPH
<b>Access</b>	Access will be limited
<b>Curb and Gutter</b>	Vertical Curb and Gutter



# LARAMIE COUNTY LAND USE REGULATIONS

<b>Utilities</b>	Main lines for water, sewer, and storm drains shall be placed under the street with individual taps running to the property line
<b>Maintenance</b>	Private for the entire roadway section

**Figure 5-6-9 Urban Commercial/Industrial Local Street**



<b>Roadway Width</b>	36'
<b>Right-of-Way Width</b>	60' (min.)
<b>Travel Lanes</b>	2 lanes, 12' wide
<b>Left Turn Lane</b>	12' wide, provided where necessary
<b>Bike Lanes</b>	Bicyclists shall share the roadway with motor vehicles in the travel lanes.
<b>Parking</b>	2 lanes, 6' wide
<b>Landscape Area</b>	6' (min.) wide.
<b>Sidewalk</b>	6' (min.) wide. Sidewalks shall be in the public right-of-way
<b>Median</b>	None
<b>Maximum Grade</b>	10 percent
<b>Minimum Grade</b>	0.3 percent
<b>Maximum Superelevation</b>	.04 percent
<b>Speed Limit</b>	30-35 MPH
<b>Access</b>	See Chapter 5-6-105 & 106

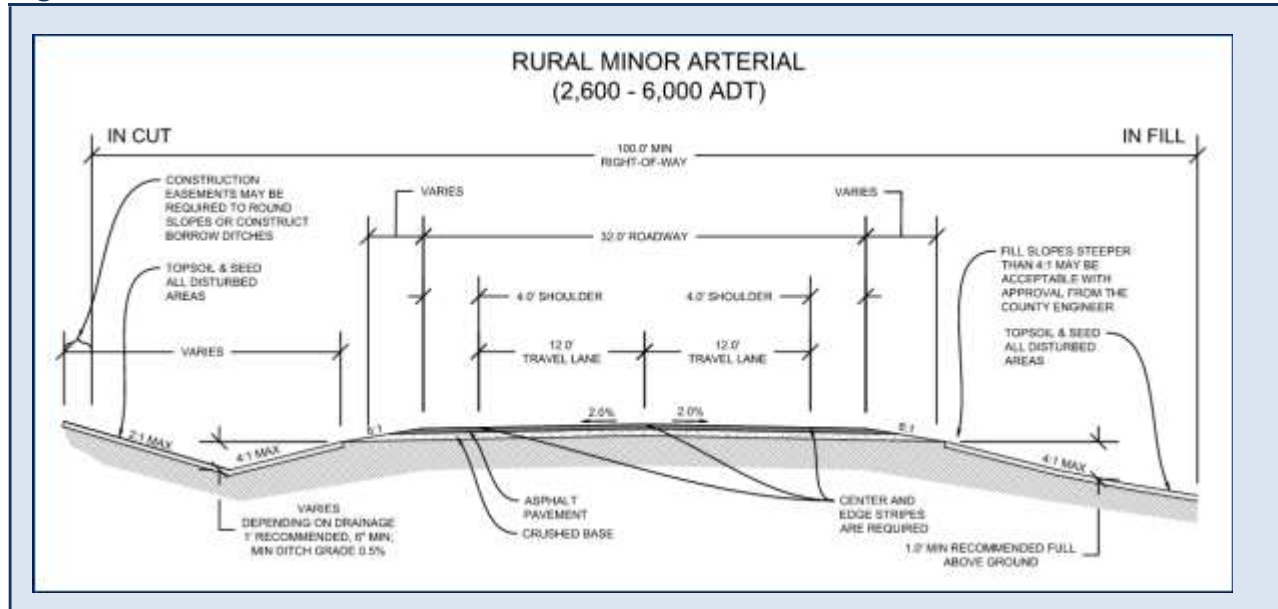




# LARAMIE COUNTY LAND USE REGULATIONS

<b>Curb and Gutter</b>	Vertical Curb and Gutter
<b>Utilities</b>	Main lines for water, sewer, and storm drains shall be placed under the street with individual taps running to the property line
<b>Maintenance</b>	Private for the entire roadway section

**Figure 5-6-10 Rural Minor Arterial**



<b>Roadway Width</b>	32' (minimum)
<b>Right-of-Way Width</b>	100' (minimum)
<b>Travel Lanes</b>	2 lanes, 12' wide (minimum)
<b>Shoulder</b>	4' (minimum) Note the 6:1 taper for the asphalt and base material shall not be included in the 4' shoulder
<b>Bike Lanes</b>	None
<b>Parking</b>	Not Permitted
<b>Landscape Area</b>	None
<b>Sidewalk</b>	As required by the Laramie County Public Works Department. Sidewalks shall be in the public right-of-way
<b>Median</b>	None
<b>Maximum Grade</b>	8 percent
<b>Minimum Grade</b>	0.3 percent
<b>Maximum Superelevation</b>	8 percent



# LARAMIE COUNTY LAND USE REGULATIONS

<b>Speed Limit</b>	As determined by Laramie County Public Works in conjunction with the Design Engineer
<b>Maintenance</b>	Private for areas outside of asphalt

**Figure 5-6-11 Rural Collector (701 – 2600 ADT)**

<b>Roadway Width</b>	28' (minimum)
<b>Right-of-Way Width</b>	80' (minimum)
<b>Travel Lanes</b>	2 lanes, 12' wide (minimum)
<b>Shoulder</b>	2' (minimum) Note the 6:1 taper for the asphalt and base material shall not be included in the 2' shoulder
<b>Bike Lanes</b>	As required by the Laramie County Public Works Department
<b>Parking</b>	Not Permitted
<b>Landscape Area</b>	None
<b>Sidewalk</b>	As required by the Laramie County Public Works Department Sidewalks shall be in the public right-of-way
<b>Seeding</b>	As required by the Laramie County Public Works Department
<b>Maximum Grade</b>	8 percent
<b>Minimum Grade</b>	0.3 percent
<b>Maximum Superelevation</b>	8 percent







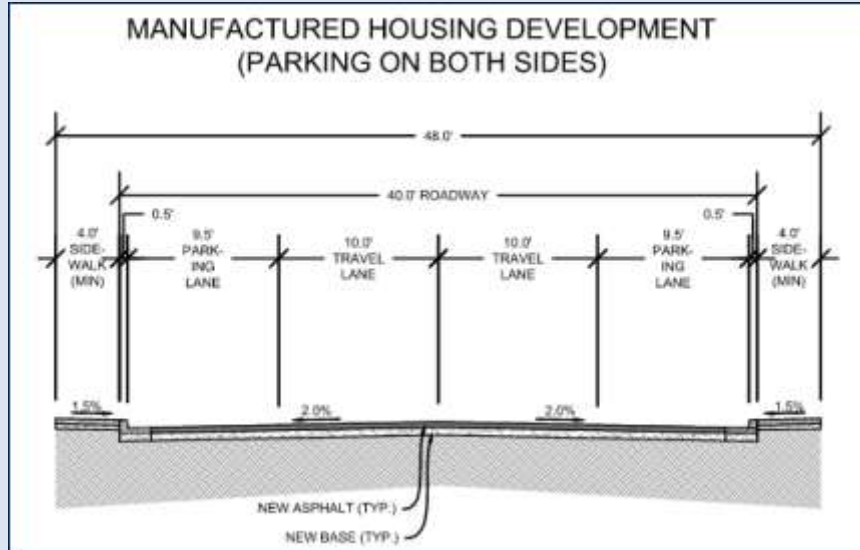
## LARAMIE COUNTY LAND USE REGULATIONS

<b>Speed Limit</b>	35 mph or less as determined by Laramie County Public Works in conjunction with the Design Engineer
<b>Access</b>	Limited. See Chapter 5-6-105 & 106
<b>Maintenance</b>	Private for the entire roadway section/right-of-way



# LARAMIE COUNTY LAND USE REGULATIONS

**Figure 5-6-14 Roadways for Manufactured Housing Development**



<b>Roadway Width</b>	40' (minimum)
<b>Right-of-Way Width</b>	48' (minimum)
<b>Travel Lanes</b>	2 lanes, 10' wide (minimum)
<b>Shoulder</b>	None
<b>Bike Lanes</b>	None
<b>Parking</b>	Two lanes 9.5' each
<b>Landscape Area</b>	None
<b>Sidewalk</b>	4' minimum on both sides
<b>Maximum Grade</b>	10 percent
<b>Minimum Grade</b>	0.3 percent
<b>Maximum Superelevation</b>	.04 percent
<b>Speed Limit</b>	20 mph or as determined by Laramie County Public Works in conjunction with the Design Engineer
<b>Maintenance</b>	Private for the entire roadway section



# LARAMIE COUNTY LAND USE REGULATIONS

**Figure 5-6-15 Alleys**

<b>Width</b>	16' minimum in residential areas; 24' in commercial and industrial areas
<b>Parking</b>	Not permitting
<b>Maximum Grade</b>	10 percent
<b>Minimum Grade</b>	0.3 percent. Grades should meet as closely as possible the existing grades of abutting land.
<b>Construction</b>	Where used, alleys in commercial and industrial areas shall be paved, with the structural section as recommended in the pavement design report. Alleys shall be designed to provide for adequate drainage. Alley cross sections may be V-shaped ("inverted crown") with transverse slopes of 2.5 percent toward a center V gutter, directing runoff to a catch basin in the alley or to connecting street gutters.
<b>Alignment</b>	Alleys shall be aligned parallel to or concentric with the street property lines. Both ends of the alley should be connected either to streets or to other alleys. Where two alleys intersect, a triangular corner cutoff of not less than ten feet along each alley property line shall be provided. Dead end alleys shall be provided with a turning area approved by the Laramie County Public Works Department. Where an alley intersects the right-of-way for a street, 10' x 10' corner cuts shall be dedicated right-of-way for visibility. These areas may be landscaped no higher than 12". No fences shall encroach into this area.
<b>Where Used</b>	Alleys are required to be used with the Narrow Residential Local Street for vehicular access to off- street parking and garages for all lots fronting the Narrow Residential Local Street. For all other streets an alley may be used to provide secondary vehicular access to the rear of property served by a street.
<b>Speed Limit</b>	15 mph or as determined by Laramie County Public Works in conjunction with the Design Engineer
<b>Maintenance</b>	Private for the entire alley section





# LARAMIE COUNTY LAND USE REGULATIONS

## 5-6-111 CONSTRUCTION ZONES

### *a. Purpose*

This Chapter establishes the minimum standards to be used for the protection of the public and of workers during periods when repair or construction necessitates the partial or complete closure of public streets and roads. Control of traffic in construction areas shall utilize and be based on the current edition of the Manual on Uniform Traffic Control Devices (MUTCD). Laramie County Public Works shall be consulted in advance of construction when situations of unusual difficulty are anticipated.

### *b. Responsibilities*

It shall be the responsibility of the contractor or public agency doing the work to maintain the work area. This includes:

- i. Obtaining permits.
- ii. Notify and coordinate the work with all affected agencies and adjacent property owners.
- iii. Install, maintain and provide required traffic control devices.
- iv. Remove or cover traffic control devices when they are not warranted.
- v. Maintain existing traffic control devices in a safe and good condition.
- vi. Schedule and expedite the work to cause the least inconvenience to adjacent property owners and the general public.
- vii. Ensure that all employees working on the street wear clothing approved by the Federal Highway Administration. (Reflective garments should be used during nighttime conditions.)
- viii. Patrol the work area to maintain a safe, efficient and neat project.

### *c. Applications and Permits*

- i. Contractors, public agencies, utility companies and other persons working in the right-of-way shall obtain a Laramie County Public Works Permit prior to restricting any traffic from any portion of a public street, alley or sidewalk. This permit is required for a partial or complete closure for a period of one hour or more.
- ii. Developers shall contact Laramie County Public Works before any work commences within a public right-of-way.

### *d. Standards*

Standards for traffic control in construction and maintenance areas are included in two publications:

- i. "Manual on Uniform Traffic Control Devices for Streets and Highways" (MUTCD), U. S. Department of Transportation, (current edition).
- ii. "Traffic Control Devices Handbook (U. S. Department of Transportation, current edition) augments the provisions for work zone traffic control of the MUTCD.



# LARAMIE COUNTY LAND USE REGULATIONS

## 5-6-112 BICYCLE FACILITIES

### a. Responsibilities

Developers are encouraged to include bikeways in developments. Bikeways should be indicated on site plans. It is the responsibility of the developer to conform to the standards in this Chapter and the requirements for traffic control devices in the *"Manual for Uniform Traffic Control Devices"*. Bicycle facilities shall be maintained by the developer/property owner.

### b. Standards

Bicycle facilities shall be designed in accordance with the current edition of the AASHTO Guide. Traffic control shall be in accordance with the *"Manual on Uniform Traffic Control Devices"*.

## 5-6-113 SIDEWALKS

### a. Purpose

Sidewalks are integral to the transportation system. As a minimum, sidewalks shall be provided in urban areas.

### b. Responsibilities

The owner of a lot is responsible for sidewalk installation at the time of property improvement. Where sidewalks are not directly related to a lot, the installation of sidewalk is the responsibility of the developer.

### c. Standards

In urban areas, sidewalks shall be provided for any portion of a site which abuts a roadway. In urban-rural interface areas, sidewalks may be required for any portion of a site which abuts a roadway. All sidewalks shall be in the public right-of-way. Maintenance of all sidewalks shall be private. Sidewalk width shall meet certain cross section standards:

- i. Curb ramps shall be provided wherever an accessible route crosses a curb. (*"ADA Accessibility Guidelines", Sec. 4.7.1*) Driveways shall be constructed in accordance with *"ADA Accessibility Guidelines"* so that the sidewalk can be negotiated by a wheelchair.
- ii. All sidewalks should be detached and the area between the sidewalk and the back of the curb shall be appropriately landscaped. If there are unique physical constraints that will not allow for the full right-of-way width, the Public Works Director may allow for a reduction of the right-of-way width and/or the sidewalk to be attached to the curb and gutter.
- iii. Sidewalk construction and removal shall be in accordance with the current edition of the Wyoming Public Works Standard Specifications, City of Cheyenne Standard Specifications, or WYDOT Standard Specifications. Sidewalks shall be a minimum of 4 inches thick, except where traversed by driveways, in which case the driveway thickness shall govern.

## 5-6-114 TRAFFIC CONTROL DEVICES

### a. Purpose

The purpose of traffic control devices is to help ensure roadway safety by providing for the orderly movement of traffic, both motorized and non-motorized; and to provide such guidance and



# LARAMIE COUNTY LAND USE REGULATIONS

warnings as are needed to ensure the safe and informed operation of individual elements of the traffic stream.

## *b. Responsibilities*

- i. In a subdivision, the developer shall be responsible for the construction of the roads/streets, including the traffic control devices. The developer is also responsible for the installation of street signs.
- ii. When a development impacts a street or streets to the extent that a traffic signal or other traffic control devices are necessary, the developer shall pay all or a proportionate share of the installation. Failure by the developer to pay his/her share may result in the County limiting turning movements at the location to prevent unsafe movements from occurring or taking other actions to provide for safety at the location.
- iii. The responsibility for traffic control devices on State Highways is indicated in the policies of WYDOT.

## *c. Standards*

Generally, Traffic control devices, including sign and pavement markings, which are intended for the purpose of traffic control shall conform to the specifications of the *"Manual on Uniform Traffic Control Devices"*. Additional standards are outlined below:

- i. Prohibition of Similar Signs - No sign which in any way resembles or contains parts which resemble any traffic control device shall be erected, altered, or maintained in any way for any purpose other than traffic control.
- ii. Installation of Signs; Marking of Hazardous Pipe Ends - Stop or yield signs, warning signs, and advisory signs (as required by traffic volume) shall be installed as warranted in the *"Manual of Uniform Traffic Control Devices"*. Hazardous pipe ends shall be marked with a reflectorized vertical steel post.
- iii. Sign Construction Criteria - Street name signs shall be furnished and installed at all street intersections of the subdivision. All such street name signs shall be designed and installed in compliance with the current *"Manual of Uniform Traffic Control Devices"*.
- iv. Duplicate and Confusing Street Names Prohibited - Street and road names are subject to the approval of the Laramie County Planning Department, and meet the following standards:
  - A. Road names shall be unique when compared to names of existing roads recognized by Laramie County, including private roads and those in the incorporated areas of Laramie County and Warren Air Force Base. Consideration of uniqueness does not include the type of road, i.e. Avenue, Lane, Street, Road, etc.
  - B. Similar sounding road names shall be avoided.
  - C. Each road shall have the same name throughout its entire length, if appropriate. Names shall not change at intersections.
  - D. Typically, roads are named within subdivisions throughout the County and numbered along section lines outside County Map and Address Area "D".



## LARAMIE COUNTY LAND USE REGULATIONS

- E. Directions shall not be part of the road name. North, South, East and West are intended to be directional features of the addressing system according to the baseline roads.
- F. Names that are numbers must be expressed numerically, for example, 2nd Street, not Second Street.
- G. Road names must not contain any punctuation or symbols. Only letters of the English alphabet, numbers from 0-9 and blank spaces may be included in road names.
- H. Abbreviations of the road name are not to be used, i.e., Mt. Meeker Road should be Mount Meeker Road.
- I. Where a road makes a directional change of approximately ninety degrees the name shall change. Exceptions are loop drives and cul-de-sacs.

### *d. Emergency Access Lanes*

Emergency access lanes shall be required for most large commercial and industrial land uses, and other facilities such as hospitals, schools, and large apartment buildings. Requirements for emergency access lanes are established by the Laramie County Fire Districts. When such lanes are provided, the developer is responsible for the installation and maintenance of the necessary signs and markings to delineate the lanes and prevent parking in them. Signs, at spacing's not more than 25', indicating "*No Parking, Fire Lane*", and a similar message on the pavement within the lane are required.

### 5-6-115 MAILBOX PERMITS

Mailbox permits shall be required for the removal and replacement of existing mailbox unit(s) or the installation of any new mailbox unit, mailbox cluster, etc. that is within a dedicated road right-of-way or access easement associated with a residential or commercial subdivision.

### 5-6-116 MAILBOX INSTALLATIONS

#### *a. Unauthorized Encroachment Prohibited*

No mailbox or newspaper delivery box (hereafter referred to as a mailbox) will be allowed to exist on publicly dedicated rights-of-way if it interferes with the safety of the traveling public or the function, maintenance, or operation of the Road System. A mailbox installation that does not conform to the provisions of these standards will be considered an unauthorized encroachment on the public right-of- way.

#### *b. Installation Criteria*

A mailbox installation that conforms to the following criteria will be considered acceptable unless Laramie County Public Works determines that the installation interferes with the safety of the traveling public or the function, maintenance, or operation of the roadway system.

#### *c. Location*

- i. No mailbox will be permitted where access is obtained from the lanes of a collector or arterial or where access is otherwise prohibited by law or regulation. Mailboxes shall be located on the right-hand side of the roadway in the direction of the delivery route except on one-way roads where they may be placed on the left-hand side. The bottom of the box



## LARAMIE COUNTY LAND USE REGULATIONS

shall be set at an elevation established by the U. S. Postal Service, usually between 39" and 47" above the roadway surface.

- ii. The roadside face of the box shall be offset from the edge of the traveled way a minimum distance of the greater of the following:
- iii. 8' (where no paved shoulder exists and shoulder cross- slope is 13% or flatter), the width of the all-weather shoulder present plus 8" to 12", or the width of an all- weather turnout specified by Laramie County Public Works plus 8" to 12".
- iv. Exceptions to the lateral placement criteria may apply on residential streets and on certain designated rural roads where Laramie County Public Works determines that it is in the public interest to permit lesser clearances or to require greater clearances. On curbed streets, the roadside face of the mailbox shall be set back from the face of curb a distance between 6" and 12". On residential streets without curbs or all weather, shoulders and that carry low-traffic volumes operating at low speeds, the roadside face of a mailbox shall be offset between 8" to 12" behind the edge of the pavement. On very low-volume rural roads with low operating speeds, Laramie County Public Works may determine that it is acceptable to offset mailboxes a minimum of 6.5' from the traveled ways and under some low-volume, low-speed conditions Laramie County Public Works may determine that clearances as low as 2.6' are acceptable.
- v. Where a mailbox is located at a driveway entrance, it shall be placed on the far side of the driveway in the direction of the delivery route.
- vi. Where a mailbox is located at an intersecting road, it shall be located a minimum of 100' beyond the center of the intersecting road in the direction of the delivery route. This distance shall be increased to 200' when the average daily traffic on the intersecting road exceeds 400 vehicles per day.
- vii. Where a mailbox is installed in the vicinity of an existing guardrail, it should, whenever practical, be placed behind the guardrail.

### *d. Structure*

- i. Mailboxes shall be of light sheet metal or plastic construction conforming to the requirements of the U.S. Postal Service. Newspaper delivery boxes shall be of light sheet metal or plastic construction of minimum dimensions suitable for holding a newspaper.
- ii. No more than two mailboxes may be mounted on a support structure unless the support structure and mailbox arrangement have been shown to be safe by crash testing. However, lightweight newspaper boxes may be mounted below the mailbox on the side of the mailbox support.
- iii. Mailbox supports shall not be set in concrete unless the support design has been shown to be safe by crash tests when so installed.
- iv. A single 4" x 4", or 4" diameter wooden post, or a metal post with a strength no greater than a 2" diameter standard strength steel pipe and embedded no more than 2' into the ground will be acceptable as a mailbox support. A metal post shall not be fitted with an anchor plate, but it may have an anti-twist device that extends no more than 10" below the ground surface.
- v. The post-to-box attachment details should be of sufficient strength to prevent the box from separating from the post top if the installation is struck by a vehicle. Figure 5-6-18 shows an acceptable mailbox support assembly. The exact support hardware dimensions and



## LARAMIE COUNTY LAND USE REGULATIONS

design may vary, such as having a two-piece platform bracket, or alternative slot and hole locations. The product shall result in a satisfactory attachment of the mailbox to the post, and all components must fit together properly.

- vi. The minimum spacing between the centers of support posts shall be three fourths the height of the posts above the ground line.
- vii. Mailbox support designs not described in these Standards will be acceptable if approved by Laramie County Public Works.

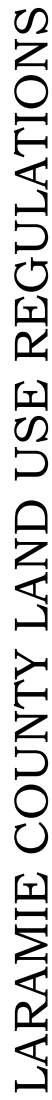
### *e. Shoulder and Parking Area Construction*

It shall be the responsibility of the postal patron to inform the Laramie County Public Works Department of any new or existing mailbox installation where shoulder construction is inadequate to permit all-weather vehicular access to the mailbox.

### *f. Removal of Nonconforming or Unsafe Mailboxes*

Any mailbox that is found to violate the intent of these Standards shall be removed by the postal patron upon notification by Laramie County Public Works. The patron will be granted not less than 24 hours or more than 30 days to remove an unacceptable mailbox. After the specified removal period has expired, the unacceptable mailbox will be removed by Laramie County Public Works at the postal patron's expense.





### APPROACHES, MEDIAN CROSSOVERS AND MAILBOX TURNOUTS GUIDE

Revise to fit local conditions as approved by the engineer.

**County Road Approaches**

1.  $W = 24'$  [7.2 m] minimum or wider to existing county road width.
2.  $R = 50'$  [15 m]
3. Pave to Right-of-Way line.

**Field Approaches, Farm Approaches, and Other Minimum Use Approaches**

1.  $W = 16'$  [4.8 m]
2.  $R = 30'$  [10 m]
3. On farm approaches pave to Right-of-Way line, field and minimum use approaches pave around radii.

**Industrial Approaches**

1.  $W =$  as specified.
2.  $R =$  as specified.
3. Pave to Right-of-Way line.
4. Width and radii to meet conditions and traffic type.

**Embankment Slopes for Approaches**

Construct embankment slopes 1V:3H or flatter within the clear zone of the mainline roadway.

**Median Crossovers**

1.  $W = 16$  feet [4.8 m] min.
2.  $R = 30$  feet [9 m] typically.
3. Locations for median crossovers to be justified, documented and approved by the department.
4. Reference AASHTO Greenbook criteria for crossover placement and design.
5. Width and geometry of crossover may need to be adjusted to accommodate a snowplow waiting to merge from median.
6. Place restricted use signage where public is prohibited from use.

**Pipes Under Approaches and Crossovers**

Place pipe ends outside the clear zone, otherwise miter and attach safety grates in accordance with crash-worthy designs.

**Plant Mix Wearing Course / Chip Seal**

Do not place Wearing Course or Chip Seals on approaches unless otherwise shown.

**Location Criteria of Mailbox Turnouts**

1. Safety.
2. Direction of mail route.
3. Landowner convenience.
4. Approach turning movements.
5. Where possible locate mailboxes together using minimum spacing criteria as shown.

### NOTES FOR MAILBOXES

1. All hardware to be galvanized.
2. Use only crashworthy supports and mailbox combinations as shown herein or as otherwise approved by FHWA and the engineer.
3. Conform with U.S. Post Office regulations.

**PAVED OR GRAVEL SURFACED 1V:10H OR FLATTER**

SECTION A-A

**MEDIAN CROSSOVER DETAIL**

**SUPPORT SPACING DETAIL**

**APPROACHES AND MAILBOX TURNOUTS**

**MAILBOX TURNOUT LAYOUTS AND GENERAL APPROACH INFORMATION**

Notes: Units shown in brackets [ ] are metric and are in millimeters (mm) unless other units are shown.

**WYOMING DEPARTMENT OF TRANSPORTATION**

**MAILBOX INSTALLATIONS, APPROACHES AND MEDIAN CROSSOVERS**

**STANDARD PLAN**

APPROVED: [ ]

DESIGNED: [ ]

CHECKED: [ ]

DATE: 200-01-01

REVISION: [ ]

DATE: 202-1

SHEET 1 of 5

FILE: [ ]





NOTES:

1. For bolt sizes see standard mailbox attachment details.
2. Single mailbox mounts can accept size 1, 1A and 2 mailboxes. Double mailbox mounts can only accept size 1 and 1A mailboxes.

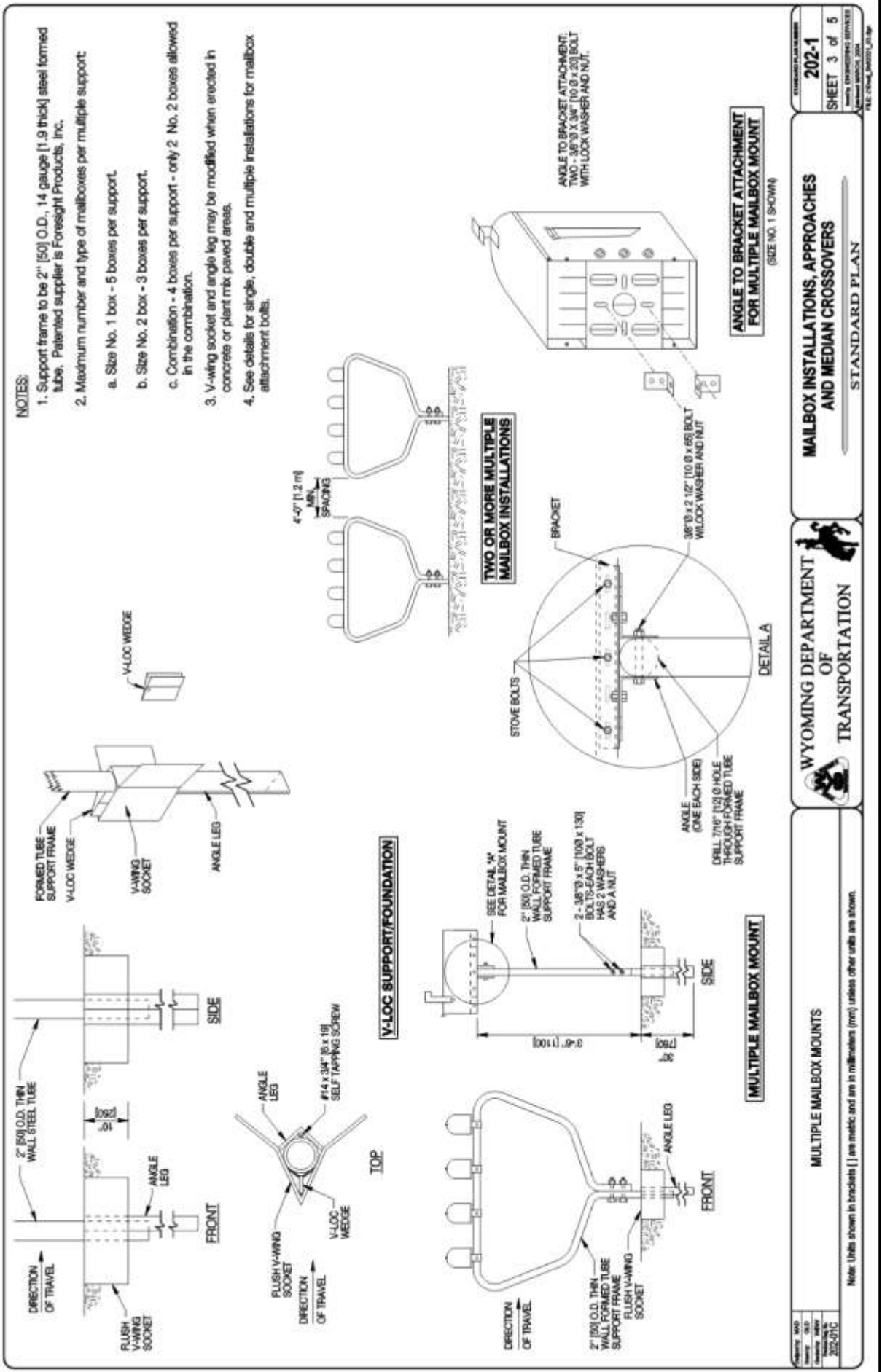


## SINGLE AND DOUBLE MAILBOX MOUNT



# LARAMIE COUNTY LAND USE REGULATIONS

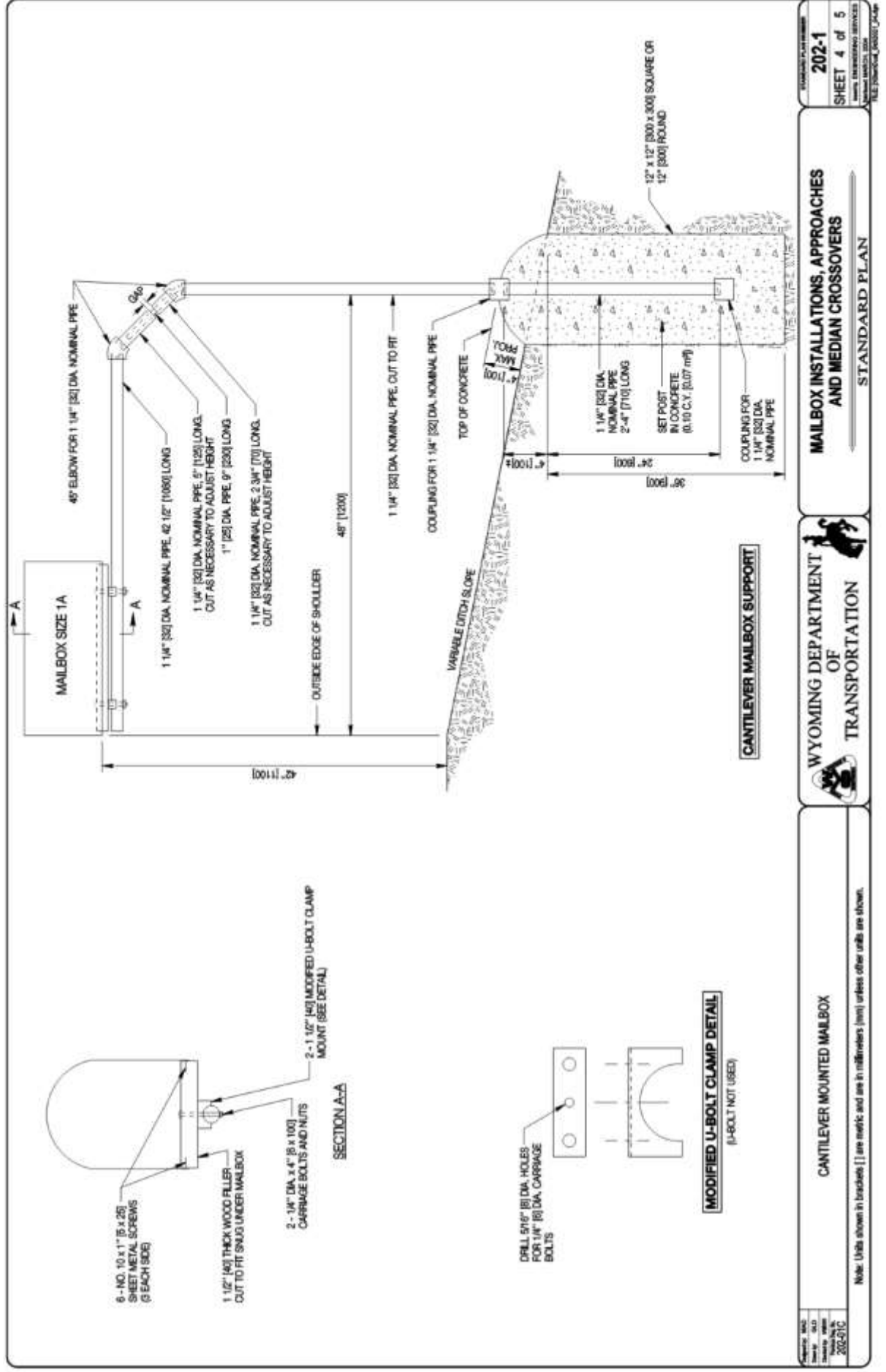
Figure 5-6-18 WYDOT Multiple Mailbox Mounts

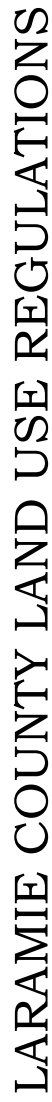




# LARAMIE COUNTY LAND USE REGULATIONS

Figure 5-6-19 WYDOT Cantilever Mounted Mailbox



[illegible]





# LARAMIE COUNTY LAND USE REGULATIONS

## 5-6-117 ROADSIDE MEMORIAL PROGRAM

This section establishes the Laramie County Roadside Memorial Program and outlines its criteria for participation.

### *a. Roadside Memorial Program Criteria*

- i. A memorial sign may be erected in memory of any person killed in a crash on a publicly dedicated Laramie County right-of-way.
- ii. A written request for the memorial sign must be made by a member of the victim's immediate family (spouse, parent, sibling, child, grandparent, or grandchild) and submitted to the Laramie County Public Works Department.
- iii. Once an application is made and approved, Laramie County Public Works shall install the sign as soon as practical and at no charge.
- iv. The signs will be as close to the right-of-way fence as possible at the site where the fatality occurred. No signs will be installed in medians or drainage ditches.
- v. Signs shall be maintained by Laramie County Public Works for five (5) years.
- vi. After five (5) years, the marker shall be subject to review of condition and changes pertaining to right-of-way obstructions in these Standards. At that time, the applicant shall have the option of renewing the permit or having the sign removed and given to them.
- vii. Original signs left up beyond five (5) years will be removed by Laramie County Public Works when it becomes necessary due to deterioration. Signs may also be removed by the County if a roadway maintenance or reconstruction project disturbance is required at the location of the sign.
- viii. Family members who requested the sign be installed may ask to have it removed and turned over to them at any time.
- ix. The granting and/or denial of the installation of any memorial marker is within the complete discretion of the Laramie County Public Works Department.
- x. Any and all memorial markers which are permitted by Laramie County are subject to removal at the direction of, and in the complete discretion of, Laramie County Public Works.
- xi. The granting of a permit for the installation of a memorial marker provides no property right or any other right for its continued presence on Laramie County- controlled property.
- xii. By granting a permit for any memorial marker, Laramie County accepts responsibility for its maintenance or condition. The granting of such a permit does not waive or amend in any manner all applicable immunities and defenses, including but not limited to governmental immunity held by Laramie County.

**\*\*\*END OF CHAPTER 6 – ROADS/STREET AND SITE DESIGN STANDARDS\*\*\***

## CHAPTER 7 PUBLIC INFRASTRUCTURE VARIANCES

### 7-1-100 VARIANCE TYPES AND CRITERIA

This section outlines variance requirements from the standards outlined within this Title.



# LARAMIE COUNTY LAND USE REGULATIONS

## *a. Drainage and Stormwater Management Variances*

The Planning Commission may grant a drainage and stormwater variance only if it finds the particular application meets all of the following criteria:

- a. There are unusual physical circumstances, conditions, or constraints that are unique to the property that prohibits the development from meeting these regulations.
- b. The financial cost to the applicant shall not be considered as a condition for a variance of these regulations.
- c. The unusual physical circumstances or conditions are not the result of actions of the applicant.
- d. If the variance were granted, it would not create the potential to harm public health, safety and welfare.
- e. It does not alter existing drainage paths. It does not negatively impact upstream and downstream properties and the property itself. This includes but is not limited to increasing the runoff volume and/or velocity, modifications to the historic flow path locations, modifications to the type of flow (i.e., sheet flow vs pinpoint flow), moving runoff from its historic basin or sub basin to another, and it has no impacts on floodplain areas.
- f. The variance would still conform with reasonable and sound standard engineering judgement and practice.
- g. The variance will not negate any zoning requirement.

## *b. Grading, Erosion, and Sediment Control Variances*

The Planning Commission may grant a grading, erosion and sediment control variance only if it finds the particular application meets all of the following criteria:

- a. There is no possible way for runoff, erosion, or sediment to leave the site based on its current and proposed conditions, including during construction. There are no impacts to adjacent property or roadways.
- b. The financial cost to the applicant shall not be considered as a condition for a variance.
- c. The variance would still conform with reasonable and sound standard engineering judgement and practice.
- d. If the variance were granted, it would not create the potential to harm the public health, safety and welfare.
- e. The zoning requirements related to the property would not be impacted.

## *c. Floodplain Management Variances*

- i. In general, variances shall not be granted because allowing variances to the local floodplain management standards may significantly increase the property's flood insurance rate and decrease the community's resilience. Therefore, by implementing the NFIP variance procedures, a community will ensure that alternative actions are taken that protect and encourage safe development in the floodplain. As a result, variances to the floodplain management standards should only be considered and utilized in extreme cases. However, if an extreme case appears to potentially warrant a variance, the applicant shall strictly follow the variance criteria as set forth in Title 44 Code of Federal Regulations (CFR) Part 60, Criteria for Land Management and Use, Subpart A – Requirements for Floodplain Management Regulations, Section 60.6 (44 CFR 60.6) and



# LARAMIE COUNTY LAND USE REGULATIONS

Floodplain Management Bulletin – Variances and the National Flood Insurance Program  
– FEMA P-993 / July 2014 or current edition.

- ii. The applicant shall consult and follow the directions within Title 5, Section 5-4-114 Floodplain Regulations Variance Cautions prior to submitting an application.

## *d. Road Standards Variances*

- i. Unless otherwise provided in Chapter 6, this subsection shall be utilized in considering a variance from the standards in that Chapter.
- ii. Because most items associated with Title 5, Chapter 6 largely deal with technical and engineering related variables, the request for a variance shall provide sound engineering justification prepared by a licensed engineer. In considering a variance request, the County Planning Commission shall determine whether the variance would meet acceptable standards of practice for engineering, operation, safety as well as provide for the health, safety, and welfare of the public. Variances contrary to the public interest, or which violate local or state laws, shall not be approved.
- iii. The Planning Commission may grant a variance only if it finds the particular application meets all of the following criteria:
  - A. There are unusual physical circumstances, conditions, and/or constraints that are unique to the property and/or associated roadways that prohibit the development from meeting these regulations.
  - B. The financial cost to the applicant shall not be considered as a condition for a variance.
  - C. The unusual physical circumstances or conditions are not the result of actions of the applicant taken after the adoption of this regulation.
  - D. It does not negatively impact existing or proposed roadway networks, future extensions of roadways or access to future developments, existing or proposed intersections.
  - E. The variance would still conform with reasonable and sound standard engineering judgement and practice.
  - F. If the variance were granted, it would not create the potential to harm the public health, safety and welfare. Any variance which may cause safety issues is prohibited.
  - G. The variance would not impact the zoning standards of the property or properties.

**\*\*\*END OF CHAPTER 7 – PUBLIC INFRASTRUCTURE VARIANCES\*\*\***





# LARAMIE COUNTY LAND USE REGULATIONS

## TITLE 6 DEFINITIONS

### 6-1-100 PURPOSE AND APPLICABILITY

The purpose of the definitions is to create a reasonable, consistent and fair interpretation of the Laramie County Land Use Regulations. The following words and terms throughout the entirety of the Regulations are to be construed and understood as written within this Title, unless otherwise noted in the title, chapter, section, or subsection in which they are used.

### 6-1-101 DEFINITIONS

**Abandoned Sign** – A sign that no longer identifies or advertises a location, product, or activity or is structurally unusable or is not covered at least 50% in area by an advertising message for a period of six (6) continuous months.

**Accessory Dwelling Unit** – A dwelling unit that provides additional living area on the same parcel as an existing dwelling and which is secondary to the principal residence. It may be rented out to the public.

- a. An accessory dwelling unit may be an addition to the existing dwelling, be contained within it, or be a detached structure from the principal dwelling. It also may be within a renovated garage or above a garage.
- b. It shall contain a separate means of ingress/egress, a kitchen, living and sleeping area, bathing area, and bathroom facilities.
- c. The kitchen shall have a sink with running water, a stove or stove hookup. Toaster ovens, microwaves, or hotplates shall not be acceptable. An independent second kitchen by itself within a principal dwelling does not constitute an accessory dwelling unit. The removal of a stove does not change the accessory dwelling unit classification.
- d. An accessory dwelling unit is eligible for a separate address.
- e. An accessory dwelling unit shall not be allowed on property where a duplex, multi-family, or any other land use other than single-family (including manufactured home on single lot) is located.

**Accessory Living Quarters** - Living quarters that are temporary in nature and meet one of the following conditions:

- a. Accessory living quarters shall be one of the following temporary uses –

- i) Manufactured Home (see definition)
- ii) Recreational Vehicles

- b. Family Living Quarters – Temporary residential structures for the sole purpose of housing persons who are related by blood, marriage or adoption, including any foster children, to the residents of the principal building. A maximum of one family living quarters shall be permitted on any single lot or property ownership. A maximum of one (1) person employed for the sole purpose of providing healthcare services and/or assistance to residents of the family living quarters may



# LARAMIE COUNTY LAND USE REGULATIONS

reside in the quarters. Accessory Living Quarters may be detached from the principal structure provided the structure meets all requirements of Laramie County, including written approval from the Cheyenne-Laramie County Division of Environmental Health.

**Accessory Structure** – A structure that is subordinate in extent and purpose to the principal building on the same property.

**Accessory Use** – A use that is subordinate in area, extent and purpose to the principal use that contributes to the comfort and or convenience of the principal use, is located on the same lot or parcel as the principal use and is under the same ownership in all respects.

**Access Point** – A driveway or intersection which provides an entrance or exit to private or publicly owned land from a public street or road.

**Accumulation** – Massing or storing of material, debris, matter, or waste in a manner that exceeds quantities that would commonly be considered reasonable or are significantly inconsistent with surrounding properties and like uses.

**Adaptive Plant Species** – Those species that are able to thrive in local Laramie County weather conditions, including soil type, water availability and elevation.

**Administrator** – The Laramie County Planning and Development Director.

**Adult Booth** – A separate enclosure within a structure featuring adult entertainment or adult material. The term adult booth does not include a restroom or a foyer through which any person can enter or exit the establishment.

**Adult Cabaret** – An establishment that features adult entertainment.

**Adult Entertainment** – Any modeling, posing, exhibition, display, or exposure, of any type, whether through book, pictures, film displays, live performance, dance, or modeling, that has as its dominant theme, or is distinguished or characterized by an emphasis on any one or more of the following:

- a. any actual or simulated specified sexual activities,
- b. specified anatomical areas,
- c. the removal of articles of clothing, or
- d. appearing nude or semi-nude.

**Adult Entertainment Establishment** – Any adult video or bookstore, adult cabaret, adult booth, adult modeling or display establishment, adult motel, or adult theater.

**Adult Material** – One or more of the following materials that has as its primary or dominant theme matter depicting, illustrating, describing, or relating to adult entertainment, regardless of whether it is new or used:



# LARAMIE COUNTY LAND USE REGULATIONS

- a. books, magazines, periodicals or other printed matter;
- b. photographs, films, motion pictures, video cassettes, slides, or other visual representations;
- c. recordings or other audio matter;
- d. instruments, novelties, devices or paraphernalia that are designed for use in connection with adult entertainment.

**Adult Modeling or Display Establishment** – Any establishment whose employees engage in adult entertainment or adult private modeling.

**Adult Motel** – Any motel, hotel, boarding house, rooming house, or other place temporary lodging that includes the word adult or erotic in any name it uses, or otherwise provides and advertises adult entertainment or adult material.

**Adult Private Modeling** – Modeling, posing, exhibition, display, or exposure by an employee relating to adult entertainment before a non-employee while the non- employee is in an area not accessible to all other persons in the establishment, or while the non-employee is in an area either totally or partially screened or partitioned during such display from the view of all persons outside the area. The term private performance is considered private modeling.

**Adult Theater** – An establishment consisting of an enclosed structure, or a portion or part of an enclosed structure, or an open-air area where a person may view adult material or adult entertainment. Generally, adult material or adult entertainment is pre-recorded material.

**Agricultural Land** – The use of the term is synonymous with agriculture, agricultural building and agricultural development. It is contiguous or noncontiguous parcels of land under one (1) operation, owned or leased, as a farm, ranch, or farm and ranch operation. It shall qualify for classification as agricultural land if the land meets each of the following qualifications:

- a. The land is presently being used and employed for an agricultural purpose;
- b. The land is not part of a platted subdivision, unless exempted pursuant to W.S.18-5-403.
- c. If the land is not leased land, the owner of the land has derived annual gross revenues of not less than five hundred dollars (\$500.00) from the marketing of agricultural products, or if the land is leased land, the lessee has derived annual gross revenues of not less than one thousand dollars (\$1,000.00) from the marketing of agricultural products. (§39-13-103(b)(x)).
- d. Farm and ranch means the land, buildings, livestock and machinery used in the commercial production and sale of farm and ranch product (§18-2-115).

**Alley** – A public or private right-of-way primarily designed to serve as secondary access to the side or rear of those properties whose principal frontage is on a street or road.

**Alternative Tower Structure** – Alternative design antenna mounting structures other than a tower or monopole, i.e. clock tower or a disguised tower or monopole, or disguised light pole or windmill.



# LARAMIE COUNTY LAND USE REGULATIONS

**Animal Clinic or Hospital** – An establishment where animals are admitted principally for examination, treatment or care by a Doctor of Veterinary Medicine, which may include kennels and runs.

**Animated Sign** – Any sign or part of a sign that changes in physical position by any movement or rotation.

**Antenna** – Any exterior transmitting or receiving communication device mounted on a tower, building or structure and used in communications that radiate or capture electromagnetic waves, digital signals, analog signals, radio frequencies (excluding radar signals), wireless telecommunications signals or other communication signals.

**Apartment Building** – See Residential, Multifamily.

**Appeal** – A written request for a review of any administrative final action or decision allowed by the provisions of this regulation.

**Applicant** – Any person(s), firm, corporation or entity requesting permission or desiring to apply for any action regulated by the Planning Commission, Board of County Commissioners, or County Departments as defined by these regulations.

**Architectural Projection** – Any projection that is not intended for occupancy and that extends beyond the face of an exterior wall of a building but that does not include signs as defined herein. See also: Awning; Back-lit Awning; and Canopy, Attached and Freestanding.

**Area of Shallow Flooding** – A designated AO, AH, or VO zone on a community's Flood Insurance Rate Map (FIRM) with a one (1) percent chance or greater annual chance of flooding to an average depth of one (1) to three (3) feet where a clearly defined channel does not exist, where the path of flooding is unpredictable and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

**Arena or Show Barn** – A facility where individuals can attend livestock shows, sales, equine events, competitions, lessons and similar activities.

**ASTM** – American Society for Testing and Materials.

**Assisted Living Facility – Custodial Care** – A residential type facility for people who need custodial care, and assistance with daily activities. The facility may provide skilled nursing service. It is not a hospital.

**Assisted Living Facility – Social Care** – A residential dwelling which houses up to four (4) people and provides assisted living services for a broad range of individuals such as meals, transportation, laundry service, and assistance with other daily activities. It does not provide skilled nursing services. It is synonymous with a group dwelling, group home, congregate care home, sheltered housing, adult care home and other similar terms.



# LARAMIE COUNTY LAND USE REGULATIONS

**Automobile, Antique** – Any motor vehicle that is at least twenty-five (25) years old and owned solely as a collector's item.

**Auto Rental** – The leasing or renting of automobiles, motorcycles, or light load vehicles, including moving trucks.

**Auto Repair** – Any building, structure, improvements, or land used for the repair and maintenance of motor vehicles, including trailers and similar vehicles, including but not limited to body, motor, upholstery, lubrication, and tire service.

**Auto Storage** – The outdoor storage and or display of more than two motor vehicles or any type of trailer provided it is unoccupied. This use does not include auto repair.

**Average Daily Traffic (ADT)** – The volume of traffic passing a point or segment of a road, in both directions, during a period of time, divided by the number of days in the period and factored to represent an estimate of traffic volume for an average day of the year.

**Awning** – An architectural projection or shelter projecting from and supported by the exterior wall of a building and composed of a covering of rigid or non-rigid materials and/or fabric on a supporting framework that may be either permanent or retractable.

**Awning Sign** – A sign displayed on or attached flat against the surface or surfaces of an awning. See also: Wall Sign.

**Backhaul Network** – The lines that connect a provider's towers/cell sites to one or more cellular telephone switching offices, and/or long-distance providers, or public switched telephone network.

**Back-Lit Awning** – An awning with which covering material exhibits the characteristic of luminosity obtained by means of a source of illumination contained within its framework.

**Banner** – A flexible surface on which copy, or graphics may be displayed.

**Banner Sign** – A sign using a banner as its display surface. Banner signs may be used as temporary signs provided, they meet all size and location restrictions.

**Bar (Cocktail Lounge)** – An establishment where alcohol is served in conformance with State Statutes.

**Base Flood** – A flood having a one percent chance of being equaled or exceeded in any given year. This is the regulatory standard also referred to as the "100-year flood." The base flood is the national standard used by the National Flood Insurance Program (NFIP) and all Federal agencies for the purposes of requiring the purchase of flood insurance and regulating new development. Base Flood Elevations (BFEs) are typically shown on Flood Insurance Rate Maps (FIRMs).

**Base Flood Elevation** – The elevation of surface water resulting from a flood that has a 1% chance of equaling or exceeding that level in any given year. The BFE is shown on the Flood



# LARAMIE COUNTY LAND USE REGULATIONS

Insurance Rate Map (FIRM) for zones AE, AH, A1–A30, AR, AR/A, AR/AE, AR/A1– A30, AR/AH, AR/AO, V1–V30 and VE.

**Basement** – Any area of the building two (2) feet below ground level on all sides. The lowest floor of the lowest enclosed area includes the basement (walkouts are included as a basement, crawlspaces are not). Earth-bermed and similar above-grade structures shall not be considered a basement.

**Bed and Breakfast** – A single family dwelling, either existing or new with the owner living on-site, and has no more than two (2) guest rooms.

**Berm** – A mound of earth designed to act as a screen with another land use.

**Bicycle Facilities** – A general term denoting improvements and provisions that accommodate or encourage bicycling, including parking and storage facilities and shared roadways.

**Bicyclist** – Any person on a bicycle.

**Billboard** – An off-premises freestanding sign advertising goods or services at another location.

**Block** – An area of land that is entirely bounded by streets or a combination of streets, natural barriers, and other property lines.

**Board** – The Board of Laramie County Commissioners.

**Board (SWMRB)** – The Surface Water Management Review Board that is established by the Laramie County Board of Commissioners.

**Boarding House** – A single dwelling unit or portion of a single dwelling unit with five (5) or fewer guest rooms where lodging with or without meals is provided for compensation on a long-term basis.

**Body Art** - The practice of physical body adornment utilizing, but not limited to, the following techniques: body piercing, tattooing, cosmetic tattooing, branding and scarification. This definition does not include practices that are defined as medical procedures by the Wyoming Board of Medicine, such as implants under the skin, which cannot be performed in a body art establishment. This definition does not include piercing of the outer perimeter or lobe of the ear using pre-sterilized single use stud and clasp ear piercing systems.

**Body Art Establishment** – Any place or premise, whether public or private, temporary or permanent in nature or location, where the practice of body art, whether or not for profit, is performed.

**Body Artist** – An individual who performs or practices body art on another individual.



# LARAMIE COUNTY LAND USE REGULATIONS

**Buffer** – Is an area of land which screens and separates land uses from one another with width and distance from property lines, and uses ground plantings, trees, shrubs, open space, fences, walls or berms within.

**Buildable Area** – The portion of a lot or site, exclusive of required setbacks, landscaping, open space, easements, and parking area within which a structure may be built.

**Building** – A building is any structure used or intended for supporting or sheltering any use or occupancy.

- a. Attached - A building having one or more party walls in common with an adjacent building.
- b. Detached - A building having no common wall connection with another building.
- c. Existing - A building erected prior to the adoption of this regulation or one for which a building permit has been issued or erected in accordance with this regulation after its adoption.
- d. Nonconforming - A structure or building, the size, dimensions, location, or use of which was lawful prior to the adoption of, revision or amendment to these regulations, but which fails by reason of their adoption, revision or amendment to conform with the current requirements of this regulation.
- e. Principal - A building or structure in which is conducted the main or principal use of the property on which the building or structure is situated.

**Building Facade** – That portion of any exterior elevation of a building extending vertically from grade to the top of the parapet wall or eaves and horizontally across the entire width of the building elevation.

**Building Height** – The average vertical distance above grade measured on four sides of a building to the highest point of the building. The measurement shall be taken from the ground surface at a 5- foot horizontal distance of the exterior wall of the building. The height of a stepped or terraced building is the maximum height of any segment of the building.

**Building Setback Line** – See Setback.

**Build-To Line** – An alignment established a certain distance from a right-of-way line along which a building shall be built.

**Business** – The lawful endeavor for the engagement in the purchase, sale, barter or exchange of goods, wares, merchandise, or services.

**Caliper** – A standard for trunk measurement of nursery stock measured from a specific distance above the ground. Minimum caliper measurements shall be taken six inches above ground level.

**Campground** – A commercial operation of land occupied, or intended for temporary occupancy, by any of the following: tent, tent trailer, pickup and camper, travel trailer or motor home or similar type recreational vehicle. Campgrounds of six (6) or more spaces shall be permitted through the Environmental Health Dept.





# LARAMIE COUNTY LAND USE REGULATIONS

**Canopy, Attached** – A multi-sided overhead structure or architectural projection supported by attachment to a building on one or more sides and either cantilevered from such building or also supported by columns at additional points. The surface(s) and/or soffit of an attached canopy may be illuminated by means of internal or external sources of light.

**Canopy, Freestanding** – A multi-sided overhead structure supported by columns, but not enclosed by walls. The surface(s) and/or soffit of a freestanding canopy may be illuminated by means of internal or external sources of light.

**Canopy Sign** – A sign affixed to the visible surface(s) of an attached or freestanding canopy and may be internally or externally illuminated.

**Carport** – An unenclosed structure for the purpose of protecting automotive vehicles.

**Cemetery** – Land used for the burial of the deceased, both human and animals, and dedicated for interment purposes, including columbaria, crematoria, mausoleums, and mortuaries when operated in conjunction with and within the boundary of such cemetery.

**Certificate, Child Care** – The authority to carry on or operate a childcare facility issued by the Wyoming Department of Family Services operating as the state agency which issues certificates.

**Certificate of Compliance** – A certificate issued by the County that verifies and attests that the County requirements, including but not limited to site plan and building permits and appropriate County inspections, have been met prior to issuance of a Certificate of Occupancy or acceptance of required public infrastructure improvements.

**Certificate of Occupancy** – A certificate issued by the Building Official allowing use or occupancy of the building or structure.

**Certified Mail** – A service provided by the United States Postal Service (USPS) that allows the sender to track the delivery date for correspondence via a unique tracking number provided at the time of sending. Certified mail may be sent with an official USPS return receipt request to obtain the recipient's signature.

**Changeable Sign** – A sign whose message, copy or content can be changed manually on a display surface. A changeable sign does not refer to signs that have messages that are electronically altered.

**Changeable Sign, Electronic** – A sign with a one-color or more LED display area. The LED display is not allowed to flash and may change messages as prescribed by these regulations.

**Change of Use** – For purposes of this regulation, a change of use constitutes at least one of the following:

- a. The use is appreciably different than the existing use as permitted in the zoning district in which the use is located.



## LARAMIE COUNTY LAND USE REGULATIONS

- b. The use requires a different site design than that existing for the previous use to meet standards set by these regulations.
- c. The use increases the impervious area of the site by more than 10 percent.
- d. The previous or existing use has been discontinued for more than 180 days.
- e. The existing use is non-conforming.

**Child Care Facility** – Child Care facilities, including preschools, are defined as follows for the purpose of these regulation:

- a. Family Child Care Home Class A - A facility in which care is provided for three (3) to ten (10) unrelated children from more than one immediate family for part of a day in a family setting. The operator's own children under the age of six (6) and foster children under the age of thirteen (13) shall be counted toward the total number of children. The operator must live in the facility.
- b. Family Child Care Center Home Class B - A facility in which care is provided for eleven (11) to fifteen (15) unrelated children for part of a day in a residential structure. The operator's own children under the age of six (6) and foster children under the age of thirteen (13) shall be counted toward the total number of children. The operator must live in the facility.
- c. Child Care Center – Class C - A business, not located in a residential building, where three (3) to twenty-nine (29) children are cared for on a regular basis.
- d. Child Care Center – Class D - A business, not located in a residential building, where thirty (30) or more children are cared for on a regular basis.

**Church** – The use, building, or conversion of real property for the purpose of religious exercise. The term 'religious exercise' includes any exercise of religion, whether or not compelled by, or central to, a system of religious belief.

**Clinic, Dental or Medical** – A building or office in which physicians, dentists, optometrists, allied health professionals, and professional assistants are associated for the purpose of carrying on their profession. The clinic may include dental or medical laboratories.

**Club or Lodge or Membership Club** – A club or lodge composed of persons who are members paying annual dues, with the premises used primarily by members and their guests, but also may be rented by other parties.

**Commercial Development** – Any land use associated with retail buying or selling and exchange of goods or services.

**Commercial Use** – The purchase, sale, or transaction involving the disposition of any article, substance commodity, or service; the maintenance or conduct of offices, professions, or recreational or amusement enterprises conducted for profit including renting of rooms, business offices and sales display.

**Commission** – The Laramie County Planning Commission.



# LARAMIE COUNTY LAND USE REGULATIONS

**Common Area** – Land within a development, not individually owned, but may be owned in fee by all owners within a subdivision dedicated for public use, which is designed and intended for the common use and or enjoyment of the residents of the development. Common areas shall be maintained by entities other than the County.

**Community Center** – A non-commercial use established primarily for the benefit and service of the population of the community in which it is located.

**Compensatory Storage** – A standard for New Growth Areas which preserves the ability of the floodplain to store water by compensating for the loss of storage due to buildings or fill dirt by providing an equal volume of storage.

**Comprehensive Plan** – The general plan for land use, transportation, utilities, annexation, and community facilities prepared and maintained by the Laramie County Planning Commission and the Laramie County Board of Commissioners. Includes the adopted comprehensive master plan, and any adopted sub-area plan.

**Concentrated Animal Feeding Operation or CAFO** – Any housed facility, including outdoor pens, and including any lagoon and other waste treatment facilities associated with the facility, wherein livestock are confined, fed and maintained for a total of forty-five (45) consecutive days or more in any twelve (12) months, and the feed lot or facility is designed to confine an equivalent of one thousand (1,000) or more animal units'

**Condominium** – A separate-fee simple estate in an undivided air space unit of a multi-unit property together with an undivided-fee simple interest in common elements.

**Conditional Use** – A land use requiring special permission under the zoning ordinance of these regulations by the Laramie County Planning and Development Department, the Laramie County Planning Commission, or the Laramie County Board of Commissioners, upon which the approving authority may place conditions upon approval of such use in the interest of the life, health, and/or safety of the citizens of Laramie County.

**Coniferous** – A plant, tree or shrub with foliage that persists and remains green throughout the year.

## **Construction, Building Structure –**

- a. New - Structures for which the construction commenced on or after the effective date of this regulation.
- b. Start of - The first placement of permanent construction of a structure (other than a manufactured house) such as the excavation of footings or foundations, or the pouring of slabs or foundations. Permanent construction does not include land preparation such as clearing, grading and filling; nor does it include the installation of streets and/or sidewalks. For a structure (other than a manufactured house) without a basement or poured footings, the "start of construction" includes the first permanent framing or assembly of the structure or any



# LARAMIE COUNTY LAND USE REGULATIONS

part thereof on its piling or foundation. For manufactured houses not within a manufactured house park or subdivision, "start of construction" means the affixing of the manufactured house to its permanent site. For manufactured houses within manufactured house parks or manufactured house subdivisions, "start of construction" is the date on which the structure is to be affixed.

**Controlled-Access Highway** – Every highway, street, or roadway in respect to which owners or occupants of abutting lands and other persons have no legal right of access to or from the same except at such points only and in such manner as may be determined by the public authority having jurisdiction over the highway, street or roadway. Wyo. Stat. Ann. § 31-5-102.

**Copy** – The graphic content or message of a sign.

**Copy Area of Sign** – The actual area of the sign copy as applied to any background. Copy area on any individual background may be expressed as the sum of the geometrically computed area(s) encompassing separate individual letters, words, or graphic elements on the background.

**County** – Laramie County, Wyoming.

**County Clerk** – The Clerk of Laramie County, Wyoming.

**Courtyard** – An open space bounded on at least three sides by a building or buildings.

**Critical Feature** – An integral and readily identifiable part of a flood protection system without which the flood protection provided by the entire system would be compromised.

**Crosswalk** – Any portion of a roadway at an intersection or elsewhere distinctly indicated for pedestrian crossing by lines or other markings on the surface.

**Data Plate** – A plate affixed to manufactured homes to certify that the house was built to Department of Housing and Urban Development (HUD) manufactured housing construction and safety standards. (See Manufactured Houses.)

**Deciduous** – A plant, tree or shrub with foliage that is shed annually.

**Development** – Any human-made change to improved or unimproved real estate, including but not limited to the construction of buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

**Directional Sign** – Any sign that is designed and erected for the purpose of providing direction and/or orientation for multi-modal traffic.

**Division of Land** – A parcel of land established by legal means and recorded with the County Clerk.

**Dormitories** – See Residential.

**Double-Faced Sign** – A sign with two faces, back-to-back.



# LARAMIE COUNTY LAND USE REGULATIONS

**Drive Approach or Driveway Approach** – A constructed vehicle access between a road or street and adjacent property.

**Drive-in or Drive-up Facility** – An establishment so designed that a portion of its retail service or character is dependent on providing a driveway approach for motor vehicles to serve patrons remaining in the motor vehicle.

**Dwelling Unit** – One or more rooms which are intended for human occupancy with facilities for living, cooking, sleeping and sanitary facilities for purposes of functioning as a single housekeeping unit.

**Easement** – A permanent or temporary grant of right by a property owner to the public, a corporation, or other person(s), for the use of a strip or parcel of land for specified purposes. Ownership shall remain with the property owner.

**Educational Facilities** – A public, parochial or private institution that provides educational instruction to students.

**Electronic Message Sign or Center** – A sign with a fixed or changing display message composed of a series of lights (Including LEDs - Light Emitting Diodes) that may be changed through electronic means.

**Elevated Building** – A non-basement building built, in the case of a building in Zones A1-30, AE, A, A99, AO, AH, B, C, X, and D, to have the top of the elevated floor adequately anchored so as not to impair the structural integrity of the building during a flood of up to the magnitude of the base flood. Elevated Building also includes a building elevated by means of fill or solid foundation perimeter walls with openings sufficient to facilitate the unimpeded movement of floodwaters.

**Elevation** – The height of a place or location above mean sea level.

**Elevation Certificate** – A certified statement that verifies a building's elevation information. This certificate must be completed on the most current certificate, as published by the U.S. Department of Homeland Security Federal Emergency Management Agency, by a qualified land surveyor, engineer or architect.

**Encumbrance** – A legal, financial, or personal responsibility that in some way inhibits the use or transfer of a parcel. Taxes and assessments levied by public authority are not an encumbrance under these regulations except such taxes and assessments as may be delinquent.

**Energy Pipelines** – Pipelines which carry energy products, including gas, oil and coal, excluding natural gas distribution lines and oil or gas field collection (gathering) lines.

**Engineer of Record** – The responsible person designated by the owner to oversee design and construction of permitted facilities. The Engineer of Record shall be licensed by the Wyoming State Board of Registration for Professional Engineers and Professional Land Surveyors to practice engineering in Wyoming and seal the drawings, reports, or documents for a project.



# LARAMIE COUNTY LAND USE REGULATIONS

**Entertainment Facility** – Predominantly spectator uses conducted within an enclosed building or in an open or partially enclosed facility. Uses include movie theaters, concert halls, sports arenas, motor or animal racing facilities, circuses, resorts, and outdoor amusement parks.

- a. Amusement Facility - Any indoor or outdoor place that is maintained or operated for the amusement, patronage, or recreation of the public to include any coin- operated amusement device of any description.
- b. Recreation Facility, Commercial - Any facility whose main purpose is to provide the general public with amusing or entertaining activities and where tickets are sold or fees collected for the activity. Includes, but is not limited to, skating, water slides, miniature golf, bowling alleys billiard halls, swimming pools and shooting ranges, but not movie theatres.

**Erosion and Sediment Control Plan** – A set of plans prepared by or under the direction of a licensed professional engineer indicating the specific measures and sequencing to be used to control sediment and erosion on a development site during and after construction.

**Essential Service Utilities** – See Utilities, Essential Services.

**Evapotranspiration** – Evapotranspiration is the sum of evaporation and transpiration. Evaporation is the movement of water into the air from sources including soil and water bodies. Transpiration is the release of water into the air from plants.

**Exercise** – Binding contracts for construction or other improvements have been executed or, in the absence of contracts, that construction is underway to a substantial degree, or that prerequisite conditions involving substantial investment are under contract, in development, or completed. When construction is not required to implement the use, "exercise" shall mean that the use is operating in compliance with the conditions as designated in the permit.

**Existing Construction** – For the purposes of determining flood insurance rates, existing construction are structures for which the "start of construction" commenced before the effective date of the Flood Insurance Rate Map. Existing construction may also be referred to as "existing structures."

**Existing Manufactured Home Park** – A manufactured home park for which facilities servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) are completed before the effective date of the floodplain management regulations adopted by a community.

**Expansion to an Existing Manufactured Home Park** – The preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).





# LARAMIE COUNTY LAND USE REGULATIONS

**Facilities** – Water and sewer main lines, curbs, gutters, sidewalks, streets or roads, paving, storm sewers, electrical lines and conduits, gas lines, electrical power and communication lines and facilities, and other public improvements.

**Family** – A family is defined as one of the following:

- a. A group of not more than five (5) unrelated persons living together as a single housekeeping unit;
- b. A combination of persons related by blood, marriage, or adoption, including any foster children and unrelated adults and occupying a single dwelling unit; or
- c. A group of persons with a disability or handicap and associated resident staff, subject to the occupancy and licensing requirements of the State.

For the purpose of this definition, persons with a disability or handicap are defined as the commonly accepted definitions as defined in federal law. The terms handicapped and disabled shall not include current illegal use of or addiction to a controlled substance, nor shall it include any person whose residency in the home would constitute a direct threat to the health and safety of other individuals.

**Farm and Ranch** – Farm and ranch means the land, buildings, livestock, and machinery used in the commercial production and sale of farm and ranch product (§18-2-115).

**Farm and Ranch Operation** – The science and art of production of plants and animals useful to man except those listed under Wyoming State Statute § 23-1-101, including, but not limited to, the preparation of these products for man's use and their disposal by marketing or otherwise. Includes horticulture, floriculture, viticulture, silviculture, dairy, livestock, poultry, bee and any and all forms of farm and ranch products and farm and ranch production (§11-44-102). For the purposes of this section, a property shall meet the definition of Farm and Ranch Operation if it meets the criteria for agricultural land as defined in §39-13-103(b)(x).

**Farming** – See Farm and Ranch Operation.

**Farm Stand** – A temporary site offering retail sales of agricultural goods.

**Feed Lot** – An operation where commercial livestock are either fattened for slaughter or warmed up for resale in a confined area.

**Fence** – A human made partition, structure, wall, or a gate erected as a dividing marker, barrier, enclosure, or screening device.

**Fireworks Stand** – An establishment operating in accordance with all local, State and Federal regulations that provides wholesale or retail sales of fireworks. Fireworks stands shall not be considered as a use similar to others permitted in a zone district.

**Flag** – A piece of cloth, bunting, or similar material that is attached to, erected on, or supported by a structure (such as a pole, column, or foundation) that is not itself an integral part of or





# LARAMIE COUNTY LAND USE REGULATIONS

attached to a building or other structure whose principal function is something other than support of a sign. Noncommercial flags, such as state or U.S. flags, or any other noncommercial flags displayed from flagpoles or staffs, shall not be considered to be signs.

**Flashing Sign** – A sign that contains an intermittent or sequential flashing light source. An animated sign shall not be considered to be a flashing sign.

**Flood or Flooding** – A general and temporary condition of partial or complete inundation of 2 or more acres of normally dry land area or of 2 or more properties from:

- a. the overflow of inland waters.
- b. the unusual and rapid accumulation or runoff of surface waters from any source.

**Flood Insurance Rate Map (FIRM)** – An official map of a community, on which the Federal Emergency Management Agency (FEMA) has delineated both the areas of special flood hazards and the risk premium zones applicable to the community.

**Flood Insurance Study** – A compilation and presentation of flood risk data for specific watercourses, lakes, and coastal flood hazard areas within a community. When a flood study is completed for the NFIP, the information and maps are assembled into an FIS. The FIS report contains detailed flood elevation data in flood profiles and data tables.

**Floodplain or Flood-Prone Area** – Any land area susceptible to being inundated by floodwaters from any source (see definition of flood or flooding).

**Floodplain Management** – The operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works and floodplain management regulations.

**Floodplain Management Maps** – Any and all mapping on which Laramie County has delineated as Areas of Special Flood Hazard.

**Floodplain Management Regulations** – Zoning regulations, subdivision regulations, building codes, health regulations, and special purpose Regulations (such as a Floodplain Regulations, Grading Regulations and Erosion Control Regulations) and other applications of police power. The term describes such state or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

**Floodproofing** – Any combination of structural and non-structural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.

**Flood Protection System** – Those physical structural works for which funds have been authorized, appropriated, and expended and which have been constructed specifically to modify flooding, thereby reducing the depth of the flooding and the extent of the areas within a community that are subject to a “special flood hazard” and the extent of the depths of associated flooding.



# LARAMIE COUNTY LAND USE REGULATIONS

Such a system typically includes constructed channels, dams, reservoirs, levees or dikes. These specialized flood-modifying works are constructed in conformance with sound engineering standards.

**Floodway (Regulatory Floodway)** – The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

**Floor Area** – The sum of the horizontal areas of each floor of a building, measured from the interior faces of the exterior walls or from the centerline of walls separating two buildings.

- a. Gross Floor Area (GFA) - The outside dimensions (wall to wall) of a building.
- b. Gross Leasable Area (GLA) - The total floor area designated for occupancy exclusive of basements, stairwells, mechanical rooms and bathrooms. The area leased to occupants for use.

**Floor, Habitable** – Any floor usable for living purposes, with normal living facilities which include any combination of sleeping, eating, cooking, sanitary, or recreation. A floor used only for storage purposes and not equipped with any of the above facilities is not a habitable floor.

**Food Service Facilities** – any commercial use engaged in the preparation and retail sale of food and beverages for consumption on site. It is known as a restaurant, diner or a deli.

**Freeboard** – An additional amount of height above the Base Flood Elevation used as a factor of safety (e.g., 2 feet above the Base Flood) in determining the level at which a structure's lowest floor must be elevated or floodproofed to be in accordance with state or community floodplain management regulations. Freeboard is a factor of safety usually expressed in feet above a flood level for purposes of floodplain management. "Freeboard" tends to compensate for the many unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, bridge openings, and the hydrological effect of urbanization of the watershed.

**Freestanding Sign** – A sign principally supported by a foundation, and/or one or more columns, poles, or braces placed in or upon the ground.

**Frontage** – That side of a lot or building abutting a public or private right-of-way or tract designated for access to the subject lot. Primary frontage is the right-of-way from which the access to the lot is taken and the address of the lot is assigned.

**Garage** –

- a. Parking - A structure used for the short term (less than 30 days) parking of vehicles, other than private or storage garages.
- b. Private - A building or portions thereof for the storage of automobiles or other property for persons living on the premises and having no public shop or services.



# LARAMIE COUNTY LAND USE REGULATIONS

c. Storage - Any structure or premises used for the storage of motor vehicles.

**Garbage** – Includes but shall not be limited to; refuse, material or substances generated, discarded or accumulated by household, business or other use, whether wet or dry, hazardous or nonhazardous, including paper, plastic, wood materials or cardboard products, all kitchen and table food waste, and animal or vegetable waste that attends or results from the storage, preparation, cooking or handling of food stuffs; any solid waste, including disposed or discarded items, trash, sanitary waste in septic tanks, derived from households or businesses, including single and multiple residences, hotels and motels, campgrounds, picnic grounds, and day-use recreation areas; yard trash including land clearing debris and wood scraps, wood pallets and other scrap materials: “garbage” may include materials or substances described or designated as solid waste pursuant to the authority provided in W.S. 35-11-10 et seq.

**Governing Body** – The legal body responsible for administering the laws of a given jurisdiction.

**Government Sign** – Any temporary or permanent sign erected and maintained by the United States or State of Wyoming or any political subdivision thereof, for traffic direction or designation of or direction to any school, hospital, historical site, or public service, property or facility.

**Green Roof** – A roof of a building that is partially or completely covered with vegetation and soil, or a growing medium, planted over a waterproofing membrane. It may also include additional layers such as a root barrier and drainage and irrigation systems.

**Greenway** – A linear open space established for the purpose of non-motorized and approved motorized travel.

**Group Dwelling** – See Residential.

**Hazardous Materials** – Any hazardous or toxic materials, pollutants, contaminants or waste and any other chemical, material or substance, the handling, storage, release, transportation, or disposal of which is or becomes prohibited, limited or regulated by any federal, state, county, regional or local authority or which, even if not so regulated, is or becomes known to pose a hazard to the health and safety of the occupants of the subdivision/development, including, without limitation,

- a. Asbestos;
- b. Petroleum and petroleum by-products;
- c. Urea formaldehyde foam insulation;
- d. Polychlorinated biphenyls;
- e. All substances now or hereafter designated as “hazardous substances,” “hazardous materials” or “toxic substances” pursuant to the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended, 42 U.S.C. Section 9601, et seq., the Hazardous Materials Transportation Act, 49;
- f. U.S.C. Section 1801, et seq., or the Resource, Conservation and Recovery Act, 42 U.S.C. Section 6901, et seq.; or



# LARAMIE COUNTY LAND USE REGULATIONS

- g. All substances now or hereafter designated as “hazardous substances,” “hazardous materials” or “toxic substances” under any other federal, state or local laws or in any regulations adopted and publications promulgated pursuant to said laws. See also, for CERCLA, 40 C.F.R. Part 302; and for RCRA, 40 C.F.R. §§ 261.21-261.34.

**Hazardous Waste** – Any waste or combination of wastes which pose a substantial present or potential hazard to human health and/or the environment.

**Height** – When referring to a tower or other structure, the distance measured from the finished grade of the parcel to the highest point on the tower or other structure, including the base pad and any antenna. Does not apply to habitable structures.

**Height** – Habitable Structure –

**Highest Adjacent Grade** – The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

**High-power Transmission Lines** – Transmission lines which carry 69,000 volts or more.

**Historic Structure** – Any structure that is:

- a. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- b. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- c. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of Interior, or
- d. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
  - i. by an approved state program as determined by the Secretary of the Interior; or
  - ii. directly by the Secretary of the Interior in states without approved programs.

**Hobby** – An activity or interest pursued outside one's regular occupation and engaged in primarily for pleasure.

**Home Occupation** – Any nonresidential use conducted entirely within a residential dwelling, and which is clearly incidental and secondary to the use of the dwelling for dwelling purposes, uses no more than 25 percent of the gross floor area of the dwelling and does not change the character thereof. For the purposes of this definition, home occupation shall not include day care uses. Also, should a home occupation meet the requirements for a site plan then it is not a home occupation.



# LARAMIE COUNTY LAND USE REGULATIONS

**Hospital** – An institution where sick or injured persons are given medical care and are housed overnight, fed and provided skilled nursing and related services or stand-alone emergency rooms. This definition shall not include assisted living facilities.

**Hotel or Motel** – Any building containing six or more guest rooms intended or designed to be used, or which are used, rented, or hired out to be occupied, or which are occupied for sleeping purposes.

**Housekeeping Unit** – A single dwelling unit whereby the occupants operate as a family and have common access and use of all living, eating and sanitary facilities in the dwelling.

**Illuminated Sign** – A sign lighted by or exposed to artificial lighting either by lights on, or in the sign, or directed toward the sign.

**Impervious Surface** – Impervious surfaces include, without limitation, gravel or paved roads, parking lots, and driveways, rooftops, buildings or structures, sidewalks, compacted gravel or soil, other areas created using non-porous material, and any other surfaces which prevent or impede the natural infiltration of stormwater runoff which existed prior to development.

**Improvement (Public)** – Any drainage channel, roadway, parkway, sidewalk, pedestrian way, tree, lawn, structure, or other facility intended for public use for which the local government may ultimately assume the responsibility for maintenance and operation, or which may cause an improvement for which local government responsibility is established.

**Industrial** – Means the manufacturing, production, assembling, altering, formulating, repairing, renovating, ornamenting, finishing, cleaning, dismantling, transforming, processing, recycling, adapting or servicing of, any goods, digital or radio frequency signals, substances, products or articles for non-retail commercial purposes, and includes any storage or transportation associated with any such activity.

There are two categories:

1. Light Industrial (LI) is a category which provides for the location of industrial uses through a site plan or home occupation and that are able to be performed in such a manner as to control the external effects of the process(es) on the same or surrounding properties: glare, smoke, odor, dust, noise or contamination of groundwater.

2. Heavy Industrial (HI) is a category which provides for the location of industrial uses through a site plan and may require mitigation measures to manage the external effects of the process on the same or surrounding properties: glare, noxious smoke, odor, dust, noise, or contamination of groundwater.

**Industrial Landfill** – A disposal facility which uses an engineered method of disposing of industrial solid waste on land without creating a hazard to the public health, the environment, plants or animals.



# LARAMIE COUNTY LAND USE REGULATIONS

**Infiltration** – The process by which water on the ground surface enters the soil.

**Institutional Use** – An organization, establishment, foundation, society, public entity, or the like, especially one of a public, service, educational, religious, or charitable character.

**Interior Sign** – Any sign placed within a building. Interior Signs, as defined, are not regulated by these regulations, but may be by applicable building codes.

**Intersection** – The area embraced within the prolongation or connection of the lateral curb lines, or, if none, then the lateral boundary lines of the roadways of two rights of way which join one another at, or approximately at, right angles, or the area within which vehicles traveling upon different rights of way joining at any other angle may come in conflict. The junction of an alley with a street or highway does not constitute an intersection.

**Junk** – Old or scrap copper, brass, rope, rags, batteries, paper, trash, rubber debris, wood, waste, or junked, dismantled or wrecked or inoperable automobiles, or parts thereof, or iron, steel and other old or scrap ferrous or nonferrous material.

**Junk or Scrap Yard** – Any structure, parcel of land or space for storage, abandonment or sale of junk, scrap material or similar waste. Any business and any place of storage or deposit, whether in connection with another business or not, which has stored or deposited two or more unlicensed motor vehicles. An open area where waste or used materials are bought and sold, exchanged, stored, baled, packed, dismantled or handled, including but not limited to scrap metals, pipe tubing, casing, paper, rags, rubber tires, batteries, and bottles.

**Kennel or Pet Boarding Facility** – Any property or premises on which dogs, cats or other household animals are boarded, bred or sold.

**Kitchen** – A room or portion of a room devoted to the preparation or cooking of food which contains a sink, refrigerator, and a stove with an oven, requiring a 220-volt electric service or natural gas, referred to as cooking facilities.

**Landscape Plan** – A document that depicts existing and planned plantings, and other materials in relation to buildings, walkways, driveways, parking and adjacent properties.

There are three types of landscape plans.

1. Central Water – where central water is located, uses species adaptive to Laramie County.
2. Native Species – uses species native to the western United States with plantings that will grow and thrive in the Laramie County climate.
3. Conservation – used in areas where there is no central water, prepared by the Conservation District.

**Landscaping** – The modification of a site for an aesthetic or functional purpose, including any combination of living plants, natural and structural features.





# LARAMIE COUNTY LAND USE REGULATIONS

**Levee** – A human-made structure, usually an earthen embankment, designed and constructed in accordance with sound engineering practices to contain, control, or divert the flow of water so as to provide protection from temporary flooding.

**Levee System** – A flood protection system which consists of a levee, or levees, and associated structures, such as closure and drainage devices, which are constructed and operated in accordance with sound engineering practices.

**Light Pollution** – The night sky glow caused by the scattering of artificial light in the atmosphere.

**Light Trespass** – Light emitted by an outdoor lighting fixture that shines beyond the boundaries of the property on which the fixture is located.

**Livestock** – One or more domesticated animals, including but not limited to cattle, swine, horses, llamas, alpacas, sheep and poultry raised in an agricultural setting to produce commodities such as, but not limited to food, fiber and labor.

**Loading Area** – An off-street space for temporary parking of a vehicle while loading and unloading merchandise or materials.

**Loading Space** – An off-street space for the loading and unloading of people or articles.

**Local Authorities** – Every County, municipal and other local board or body having the authority to enact and administer laws, resolutions, or ordinances.

**Lodging House** – See Residential. COME BACK TO

**Lot** – A portion of a legal subdivision or legal parcel of land as recorded with the County Clerk.

a. Corner lot - A lot situated at the intersection of two or more intersecting streets.

b. Interior lot - A lot other than a through or corner lot.

c. Through lot - A lot, other than a corner lot, having a frontage on more than one street.

d. Reverse Frontage lot - A corner lot where the front of the structure faces the side lot line, rather than the front lot line.

**Lot Area** – The total area of a parcel of property.

a. Net - The total area of the property within the property lines. All minimum square footage requirements are “Net” requirements, as applicable in zoning districts served by central water.

b. Gross - The total area of the property to the center line of the public or private streets or roads. This calculation is used for the purpose of determining area for septic systems and, as applicable, where there is no central water system.

**Lot Coverage** – That portion of a lot (property) occupied by buildings, accessory buildings, parking and impervious surface.





# LARAMIE COUNTY LAND USE REGULATIONS

**Lot Line** – The lines bounding a lot, tract or property, as defined by:

a. Lot Line - Front - The boundary line of a lot which immediately abuts a public right-of-way (other than an alley) or private right-of-way, or tract designated for access to the subject lot. Front lot lines may be either primary front lot lines or non-primary (secondary or tertiary) front lot lines.

i. Primary Front Lot Line - The front lot line closest to that face of the primary, principal or main building(s) on the lot which contains the primary entrance to the building(s), or, in the event the primary entrance does not face a front lot line, the front lot line which abuts the street used in the address assigned to the primary, principal or main building(s) on the lot.

ii. Non-Primary (Secondary or Tertiary) Front Lot Line - A front lot line which is not the primary front lot line.

b. Rear - The lot line opposite the primary front lot line.

c. Side - Any lot line other than the front or rear lot lines.

**Lot Width** – The shortest distance between any two (2) lot lines of a lot which are intersected by the front setback line, measured at a point of intersection parallel to the front property line.

**Lowest Floor** – The lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking or vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirement of Section 60.3 of the National Flood Insurance Program regulations.

**Luminaire** – A complete lighting system, including the lamp and the fixture.

**Manufactured Home** – A factory built, single-family structure that is manufactured under the authority of 42 U.S.C. Section 5401, the National Manufactured Home Construction and Safety Standards Act of 1974, is transportable in one or more sections, is built on a permanent chassis, and meets the Federal Building Code (HUD) standards. (If factory built prior to June 15, 1976, also known as "Mobile Home," in these regulations.)

**Manufactured Home Park** – A parcel of land divided into three or more manufactured home spaces for rent or sale. Spaces in manufactured home parks are prohibited from being sold.

**Manufactured Home Park Subdivision** – A subdivision for the placement of manufactured homes on tracts which may be bought or sold.

**Marquee Sign** – See canopy sign.

**Massage Establishment or Therapist** – Any building, room, place or establishment other than a regularly licensed established hospital or medical office where non-medical or non-surgical manipulative exercises or devices are practiced upon the human body manually or otherwise.



# LARAMIE COUNTY LAND USE REGULATIONS

**Maximum Height, Sign** – The vertical limitation of a sign as measured from grade level to the furthest vertical extension of the sign.

**Mean Sea Level** – For the purposes of the National Flood Insurance Program, the North American Vertical Datum 1988 (NAVD 88), the level to which base flood elevations shown on a community's Flood Insurance Rate Map are referenced.

**Mixed Use** – The development of a property with two or more uses.

**MET Tower** – A meteorological tower is used to measure wind characteristics such as speed, direction and duration.

**Mobile Dwelling Unit** –

- a. built on a single chassis;
- b. is permanently towable;
- c. is not within the definition of a manufactured home;
- d. is less than 500 square feet measured by interior floor space;
- e. is less than 8.5 feet wide;
- f. is equipped with potable water and sanitary sewage equipment;
- g. is equipped with a sleeping/living area;
- h. is not within the jurisdiction of the adopted building code.

**Modular Home** – A single family residential dwelling, not a Manufactured or Mobile Home, that is constructed in a factory to the current adopted residential construction code of Laramie County.

**Monument, Permanent** – Any structure of masonry, wood or steel permanently placed on or in the ground, including those expressly placed for surveying reference.

**Multiple-Faced Sign** – A sign containing three (3) or more faces.

**MUTCD** – Manual of Uniform Traffic Control Devices.

**Neighborhood** – An area of a community with characteristics that distinguish it from other community areas, and which may include distinct ethnic, social or economic characteristics, schools, or boundaries defined by physical features such as parks, streets, highways and railroads, airports, or natural features such as hills or creeks.

**New Construction** – For the purpose of determining insurance rates, new construction refers to structures for which the "start of construction" commenced on or after the effective date of an initial FIRM or after December 31, 1974, whichever is later, and includes any subsequent improvements to such structures. For floodplain management purposes, new construction means



# LARAMIE COUNTY LAND USE REGULATIONS

structures for which the "start of construction" commenced on or after the effective date of a floodplain management regulation adopted by a community and includes any subsequent improvements to such structures.

**Nit** – A luminance unit equal to 1 candle per square meter measured perpendicular to the rays from the source.

**Nonconforming Use** – The lawful use of a building, structure or land on the effective date of this regulation or amendments thereto, which does not conform to the current provision of these regulations for the zoning district in which it is located.

**Nonpoint Source Pollution** – Water pollution from any source other than discernible, confined, and discrete conveyance, including but not limited to any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling stock, concentrated animal feeding operation, or vessel or other floating craft, from which pollutants are or may be discharged. This term does not include agricultural storm water discharges and return flows from irrigated agriculture.

**Nonresidential Building** – A commercial or mixed-use building where the primary use is commercial or non-habitable.

**Noxious Matter or Material** – Materials capable of causing damage to living organisms by chemical reaction or capable of causing detrimental effects on the physical or mental well-being of individuals.

**Nuisance** – Any use or non-use of property which presents a clear and definable threat to the life, health, safety or welfare of Laramie County citizens or which is otherwise defined at common law, Wyoming State Statute, or contained within these regulations.

**Nursery, Landscaping** – A parcel, property, space, or building, or a combination thereof, for cultivation, storage, or sale of living or artificial trees, shrubs or plants including products used for gardening or landscaping. The definition of a nursery does not include any space or building used only for the sale of fruits, vegetables, or related products.

**Nursing Home** – A use providing bed care and inpatient services for persons requiring regular medical attention including nursing but excluding a facility providing surgical or emergency medical services and excluding any facility providing care for alcoholism, drug addiction, mental disease or communicable disease.

**Office** – The building, room or rooms in which the affairs of a business, professional person, or a branch of government, etc., are conducted.

**Official Traffic-Control Devices** – Signs, signals, markings and devices not inconsistent with this regulation placed or erected by authority of a public body or official having jurisdiction, for the purpose of regulating, warning or guiding traffic.



# LARAMIE COUNTY LAND USE REGULATIONS

**Official Zoning Map** – The official zoning map of Laramie County, Wyoming as adopted by the Board of County Commissioners.

**Open Space** – Areas retained for use as active or passive recreation areas or as resource protection areas that remain in an undeveloped state.

a. Active - Open space that may be improved and set aside, dedicated, designated or reserved for recreational facilities.

b. Passive - Open space that is unimproved and set aside, dedicated, designated, or reserved for public or private use.

**Outdoor Display** – An area of designated size used for the display of merchandise outside of a building or structure.

**Outdoor Lighting Fixture** – Any outdoor electrically powered luminaire, permanently installed or portable, used for illumination, security, decoration, or advertisement. Such devices include general ambient lighting, street and area luminaires, security lighting, decorative lighting, accent or feature lighting, as well as searchlights, spotlights, and floodlights.

**Outdoor Storage** – The storage, not in an enclosed building, of any material including items for sale, lease, processing and repair for a period of greater than 24 hours.

**Overlay District** – A zoning district that identifies special provisions to be followed in addition to those found in the underlying zoning district. It also may supersede the underlying zoning regulations.

**Owner** – The owner of record of a parcel of land, as recorded in the office of the County Clerk.

**Parapet** – The extension of a building facade above the line of the structural roof.

**Parking Lot** – A prepared hard-surfaced area, consisting of concrete, asphalt or other approved material, other than a street or public way, not within a structure, for the purpose of storing licensed and operable motor vehicles for limited periods of time.

A parking lot is comprised of a land area, with access and egress, necessary signage, aisles, if necessary, appropriately sized parking spaces, the painting of individual parking spaces, including handicapped type parking spaces, as well as holding a safe aisle width for access, egress, pulling into a parking space and leaving a parking space.

**Parking Space** – An area for the purpose of parking one motor vehicle. The area will be surfaced with either asphalt or concrete or other acceptable material as approved by the County.

**Party Wall** – A wall common to two or more units which are intended to be individually owned.

**Pedestrian** – Any person afoot.



# LARAMIE COUNTY LAND USE REGULATIONS

**Pedestrian Vehicle** – Any self-propelled conveyance designed, manufactured and intended for the exclusive use of persons with a physical disability.

**Person** – Any individual or group of individuals, or any corporation, general or limited partnership, joint venture, unincorporated association, or governmental or quasi- governmental entity. The word "person" includes a firm, association, organization, partnership, trust, company, corporation, limited liability company or any other legal entity.

**Planned Unit Development (PUD)** – A tract or tracts of land developed as a unit which includes one or more principal buildings or uses and is processed under the Planned Unit Development provisions of this regulation.

**Planning Commission** – The Laramie County Planning Commission.

**Planning Director** – The Program Manager of the Laramie County Planning and Development Department.

**Plat** – A map prepared as a requirement for a subdivision permit, in accordance with the provisions of these regulations and State statute which has been reviewed at one or more public hearings and has been approved by the Board of County Commissioners prior to being submitted for recording with the County Clerk.

**Political Sign** – A temporary sign intended to advance a political statement, cause, or candidate for office.

**Portable Sign** – Any sign not permanently attached to the ground or to a building or building surface.

**Preliminary Subdivision Plan** – A map and series of documents and information detailing intentions for the division and development of land.

**Primary Property or Source** – The main and significant property, area, spot or source from which a nuisance originates.

**Principal Building** – A building or structure in which is conducted the principal use of the zone lot on which it is located or in a group development, of the building site on which it is located.

**Private Road or Private Driveway** – A way or place in private ownership used for vehicular travel by the owner and those having express or implied permission from the owner, but not by other members of the public.

**Professional Engineer** – A Professional Engineer licensed by the State of Wyoming.

**Projecting Sign** – A sign other than a wall sign that is attached to and projects from a building face or wall or from a structure whose primary purpose is other than the support of a sign.

**Property Line** – The legal boundary of any particularly described land. See also Lot Lines.



# LARAMIE COUNTY LAND USE REGULATIONS

**Public Art** – Works of art in any media meant for enjoyment that have been planned and executed with the specific intention of being sited at a location accessible by view to the public, whether on public or private property; and which do neither contain, nor imply or insinuate any commercial or advertising image, picture, scene, sculpture or message, for any property.

**Public Land** – Land owned, controlled and/or operated by a governmental entity.

**Public Utility** – See Wyoming State Statute 37-1-101(vi).

**Radius** – The curved or flared portion of a driveway or street which connects the street or driveway with a highway or street.

**Real Estate Sign** – A temporary sign advertising the sale, lease, or rental of the property or premises upon which it is located.

**Recreational Use** –

- a. Active - Recreation requiring some constructed facilities and organized activities.
- b. Passive - Recreation that has a minimal impact and involves existing natural resources.

**Recreational Vehicle** – A vehicle which is:

- a. built on a single chassis;
- b. designed to be self-propelled or permanently towable;
- c. is equipped with potable water and sanitary sewage equipment;
- d. is equipped with a sleeping/living area;
- e. is not within the jurisdiction of the adopted building code.

**Recycling** – An indoor facility, not a salvage yard, in which recoverable resources such as newspapers, magazines, books, paper products, glass, metals, plastics and other products are collected, stored, processed or treated to return such products to a condition in which they may be re-used for production. Any outdoor storage of materials shall be approved through the conditional use process.

**Residential** –

- a. Accessory Dwelling Unit - A single dwelling unit used to provide housing as a rental or for family and friends. A principal dwelling unit shall be located on the property prior to the construction of an accessory dwelling unit, also known as an ADU.
- b. Bed and Breakfast - A single dwelling unit, which is used to provide limited lodging, temporary overnight accommodation for paying guests. It is limited to two (2) guest rooms. A bed and breakfast establishment are distinguished from a hotel or motel operation by its size and residential atmosphere with limited services. The owner lives on-site.



# LARAMIE COUNTY LAND USE REGULATIONS

- c. Boarding and Rooming House, Lodging House - A single dwelling unit or portion of a single dwelling unit with five (5) or fewer guest rooms where lodging with or without meals is provided for compensation on a long-term basis.
- d. Dormitories - A building principally used for sleeping accommodations where such building is related to an educational, public or religious institution or to agricultural operations. Dormitories may include kitchen and eating facilities.
- e. Duplex - A structure containing two (2) separate dwelling units, each of which have direct access to the outside and used for not more than two (2) single housekeeping units. Each unit may be on its own individual lot.
- f. Group Dwelling - The residence of a group of persons, not related by blood, marriage, adoption or guardianship and living together as a single housekeeping unit.
- g. Mixed-Use - A structure containing both residential and commercial functions.
- h. Multi-Family - A detached building designed and used exclusively as a dwelling by two (2) or more single housekeeping units occupying separate dwelling units within the building.
- i. Single-Family - A dwelling unit having accommodation for exclusive use by a single housekeeping unit.
- j. Townhouse – Two (2) or more dwelling units, placed side by side, having one or more party walls designed so as each unit has direct access outside and individual utility services and serving two (2) or more single housekeeping units

**Resolution** – The laws enacted by the Board of County Commissioners.

**Restaurant** – A structure in which the principal use is the preparation and sale of food and beverages.

**Retail** – The sale of goods or articles to the consumer.

**Right-Of-Way** – A strip of land occupied or intended to be occupied by a street, crosswalk, pedestrian way, railroad, road, electric transmission line, oil or gas pipeline, water main, sanitary or storm sewer main, landscaping including trees, or for any other special use. The usage of the term "right-of-way" for land platting purposes shall mean that every right-of-way hereafter established and shown on a plat is to be separate and distinct from the lots or parcels adjoining such right-of-way and not included within the dimensions or areas of such lots or parcels. Rights-of-way intended for streets, crosswalks, pedestrian ways, water mains, sanitary sewers, storm sewer mains, landscaping including trees, or any other use involving maintenance by a public agency shall be dedicated to the public by the maker of the plat on which such right-of way is established.

**Right-Of-Way, Public** – A right-of-way specifically dedicated to the public for public use.





# LARAMIE COUNTY LAND USE REGULATIONS

**Roadway** – The portion of a street or highway improved, designed or ordinarily used for vehicular travel, exclusive of the sidewalk, berm or shoulder.

**Roof Line** – The uppermost line of the roof of a building or, in the case of an extended facade or parapet, the uppermost point of said facade or parapet.

**Roof Sign** – A sign mounted on the main roof portion of a building or on the uppermost edge of a parapet wall of a building and which is wholly or partially supported by such building. Signs mounted on mansard facades, pent eaves, and architectural projections such as canopies or marquees shall not be considered to be roof signs.

**Runoff** – Flow of water on the surface of the ground.

**Runoff, Off-Site** – Runoff that is conveyed beyond the boundaries of a specific area.

**Rural** – A low to sparsely developed area used primarily for agriculture, natural resource development, land and water conservation.

**Rural-Urban Interface** – A transition area between rural and urban development. This area is characterized by more intensive residential and commercial land uses than rural areas but preserves elements of rural areas, such as the use of drainage swales along rights of way.

**Sale or Lease** – Any immediate or future transfer of ownership, or any possessory interest in land, including contract of sale, lease, auction, award by lottery, devise, intestate succession, or any offer or solicitation of any offer to do any of the foregoing concerning an interest in a subdivision /development or part thereof, whether by metes and bounds, lot and block or tract description.

**Salon** – Any commercial establishment wherein cosmetology is practiced on a regular basis.

**Salvage Yard** – A property where materials are extracted from non-usable equipment, structures, or vehicles and stored for resale in accordance with State requirements.

**Sanitary Landfill** – A method of disposing of refuse on land without creating nuisances or hazards to public health or safety by using the principles of engineering to confine the refuse to the smallest practical area, to reduce it to the smallest practical volume, and to cover it with a layer of earth at the conclusion of each day's operation or at more frequent intervals as may be necessary.

**Scrap and/or Salvage Materials** – Include but are not limited to; used wood or metal including appliances and machine parts, which can be recycled or reused only with repair, refurbishing, or attachment to other such materials; may also include; scrap iron, scrap tin, scrap brass, scrap copper, scrap lead, or scrap zinc and all other scrap metals and their alloys and bones, rags, used cloth, used rubber, used rope, used tinfoil, used bottles, old and used machinery, used tools, used appliances, used fixtures, used utensils, used lumber, used boxes or crates, used pipe or pipe fittings and other manufactured goods that are worn, deteriorated or obsolete as to make them unusable in their existing condition, or in a dismantled form; other equipment, automobiles or



# LARAMIE COUNTY LAND USE REGULATIONS

vehicles, or parts or portions thereof, which are inoperable and/or fully or partially dismantled or wrecked.

**Screening** – The method by which the view from one property to another property is substantially shielded, concealed or hidden. Screening techniques include solid fences, walls, hedges, berms, additional setbacks or other required features.

**Service, Public** – Any utility or governmental system provided directly by the County, State or an incorporated city or town. The term public service shall also include any entity, service, improvement district or joint powers board organized pursuant to laws and existing as a "body corporate" and supported in whole or in part.

**Setback** – An open space of fixed width within a parcel along the front, side, or rear property line which shall remain free of any development, except as allowed in this regulation. The minimum distance which shall be maintained between a parcel's boundaries and any structure built within the parcel. For purposes of this regulation, setbacks are classified as follows:

- a. Front - An area extending the full width of a parcel, located parallel to the front property line, and any property line adjacent to a street, and having a depth measure perpendicular to the front property line which meets the minimum requirement for the front setback as specified in this regulation for the zone district in which the property is located.
- b. Side - An area located along any side property line, having a depth measured perpendicular to the side property line which meets the minimum requirement for the side setback as specified in this regulation. Side setbacks shall extend from the front setback line to the rear setback line, or, where a parcel is formed by more than four sides, to the point of intersection with an adjacent side setback line.
- c. Rear - An area extending the full width of a parcel, located along the rear property line, and having a depth measured perpendicular to the rear property line which meets the minimum requirement for the rear setback as specified in this regulation.

**Shared Parking Facility** – An off-street parking area that is designed to accommodate multiple uses and reduce the overall required parking area.

**Shopping Center** – A group of commercial establishments planned, constructed and managed as a total entity.

**Shrub** – A woody plant that usually remains low and produces shoots or stems from the base and is not usually tree-like or single stemmed.

**Sidewalk** – Intended for use of pedestrians, that portion of a street between curb lines, or the lateral lines of a roadway and the adjacent property lines and is made of cement.

**Sight Distance Triangle** – The area of a corner lot closest to an intersection which is kept free of visual impairment to allow full view of pedestrian and vehicular traffic.



# LARAMIE COUNTY LAND USE REGULATIONS

**Sign** – Any device visible from a public place whose essential purpose and design is to convey either commercial or noncommercial messages by means of graphic presentation of alphabetic or pictorial symbols or representations.

**Sign Structure** – Any structure designed for the support of a sign.

**Site Plan** – A document or group of documents containing sketches, text, drawings, maps, photographs, studies, and other material intended to present and explain certain elements of a proposed development such that it functions as intended and meets these regulations. A site plan includes grading, physical design, drainage, siting of buildings and structures, interior vehicular and pedestrian access, parking, the provision of infrastructure improvements, and the interrelationship of these elements.

**Solar Energy System, On-Site** – Any device or combination of devices which collects sunlight primarily for generating energy for use on-site. When a property also receives electrical power supplied by a utility company, excess electrical power generated and not presently needed for onsite use may be sold back to the utility company.

**Solar Energy System, Utility Scale** – A large, utility scale solar collection system designed to convert solar energy into electrical energy for the supply of solar power into the electricity grid.

**Solid Waste** – Garbage and other discarded solid materials resulting from industrial, commercial and agricultural operations and from community activities, but does not include solids or dissolved material in domestic sewage or other significant pollutants in water resources such as silt; dissolved or suspended solids in industrial waste; water affluent; dissolved materials in irrigation; return flows or other common water pollutants.

**Solid Waste Disposal Site** – Any facility where solid waste is processed or disposed of.

**Special Flood Hazard Area (SFHA)** – The area that will be inundated by the flood event having a 1-percent chance of being equaled or exceeded in any given year. SFHAs are labeled as Zone A, Zone AO, Zone AH, Zones A1-A30, Zone AE, Zone A99, Zone AR, Zone AR/AE, Zone AR/AO, Zone AR/A1-A30, Zone AR/A, Zone V, Zone VE, and Zones V1-V30. Moderate flood hazard areas, labeled Zone B or Zone X (shaded) are also shown on the FIRM, and are the areas between the limits of the base flood and the 0.2-percent-annual-chance (or 500-year) flood.

**Spot Zoning** – A change in district name with accompanying regulations, variances or other amendment to the zoning code and use area maps where the change does not reflect the general use or zoning of surrounding properties. Spot zoning violates basic zoning principles, is generally in direct contrast to the approved Comprehensive Plan and provides privileges to the applicant not generally extended to property similarly located.

**Stable, Commercial** – A structure and or land use in or on which equines are kept for sale or hire to the public. Breeding, boarding, or training of equines may also be conducted.



# LARAMIE COUNTY LAND USE REGULATIONS

**Start of Construction** – Includes substantial improvement and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

**Storage Facility** – A building or group of buildings containing separate storage spaces which may be leased or rented on an individual basis.

**Storage Structure** – Structure(s) designed to be used solely for the storage and use of personal equipment and possessions of the occupants of the residence or operators of a business, and not designed or intended for transport.

**Storage Yard** – A designated and screened area used for the storing of goods, wares, or merchandise, or new and used vehicles in approved district locations in conjunction with an approved site plan. Stormwater - Water that originates from precipitation (storm), including rain and meltwater from hail and snow.

**Street** – The entire width between the boundary lines of every way publicly maintained or if not publicly maintained, dedicated to public use when any part thereof is open to the use of the public for purposes of vehicular travel.

**Structure** – That which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner. As this definition relates to floodplain regulations, it also includes a gas or liquid storage tank that is principally above ground.

**Structure, Principal** – A structure in which is conducted the main or principal use of the property on which the structure is situated.

**Sub-Area Plan** – A component of the Comprehensive Plan that details land use goals for a specific portion of the County. In locations where a sub-area plan has been adopted, the sub-area shall be used as the Comprehensive Plan. It is also known as a neighborhood plan.

**Subdivider** – Any person who lays out any subdivision or part thereof either for the account of the subdivider or others.



# LARAMIE COUNTY LAND USE REGULATIONS

**Subdivision** – The creation or division of a lot, tract, parcel or other unit of land for the immediate or future purpose of sale, building development or redevelopment, for residential, recreational, industrial, commercial or public uses. The word "subdivide", or any derivative thereof shall have reference to the term subdivision.

## **Subdivision Permit –**

- a. Approval granted by the Board of County Commissioners in accordance with this regulation and State statute that allows for the subdivision of land. A signed resolution describing Board approval of the subdivision permit shall be recorded at the office of the Laramie County Clerk. Minor and major subdivisions are granted a subdivision permit directly by the Board of County Commissioners.
- b. A simple subdivision modest plat receives a subdivision permit when it is approved by the Planning Director and Public Works Director through the authority granted by the County Commissioners through these regulations.
- c. A lot line adjustment modest plat receives a subdivision permit from either the County Commissioners or the Planning Director and Public Works Director as defined by these regulations, and through the authority granted by the County Commissioners, as contained within the regulations.
- d. A vacation or vacate modest plat receives a subdivision permit from either the County Commissioners or the Planning Director and Public Works Director as defined by these regulations and the authority granted by the County Commissioners, as contained within the regulations.

**Substantial Damage** – Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed fifty (50) percent of the market value of the structure before the damage occurred.

**Substantial Improvement** – Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds fifty (50) percent of the market value of the structure before start of construction of the improvement. This includes structures which have incurred substantial damage, regardless of the actual repair work performed. The term does not, however, include either of the following:

- a. Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary conditions or
- b. Any alteration of an historic structure, provided that the alteration will not preclude the structure's continued designation as an historic structure.

**Temporary** – Temporary, as related to time, shall mean not more than 180 days, unless otherwise provided or defined.



# LARAMIE COUNTY LAND USE REGULATIONS

**Temporary Sign** – A sign intended to display either commercial or noncommercial messages of a transitory or temporary nature. Portable signs or any sign not permanently embedded in the ground, or not permanently affixed to a building or sign structure that is permanently embedded in the ground, are considered temporary signs.

**Temporary Use** – A use or activity that is allowed in the district and which is intended to occupy the site on a non-continuous basis, not to exceed one hundred twenty (120) days. Sites for temporary laydown yards for road and utility construction may be allowed within the county in all zones and areas for the length of the construction period.

**Tiedown** – Any device designed to anchor a manufactured house or any other accessory building or structure to the ground.

**Tiny House** – 400 square or less in floor area, excluding lofts. It is designed for long-term occupancy, built to the International Residential Code. Must be attached to a permanent foundation or engineered anchoring system.

**Tower** – Any structure that is designed and constructed primarily for the purpose of supporting one or more antennas for telephone, radio and similar communication purposes, including self-supporting lattice towers, guyed towers or monopole towers. The term includes but is not limited to radio and television transmission towers, microwave towers, MET towers, common-carrier towers, cellular telephone towers, alternative tower structures and any tower support.

**Tower, Temporary** – Any tower that is designed and erected to provide temporary support of one or more antennas for telephone, radio and similar communication services. A temporary tower shall only be permitted as interim use on sites designated for permanent tower installations for up to five (5) years.

**Tow Yard** – An establishment that provides for the removal and storage of vehicles for not more than 180 days but does not include disposal, permanent disassembly, salvage, or accessory storage of inoperable vehicles.

**Toxic Material** – Material that is listed by OSHA as a hazardous substance where exposure to said substance is greater than permitted by OSHA.

**Tract** – A portion of a subdivision or parcel of land as recorded with the County Clerk. A tract should be used for non-buildable areas or areas to be further subdivided in the future. See also Lot.

**Trade or Business School** – An institution for teaching skills such as office occupations, barbering or hairdressing or for the teaching of building trade or industrial skills in which machinery may be employed as a means of instruction.

**Traffic** – Pedestrians, ridden or herded animals, vehicles and other conveyances either singly or together while using any highway for purposes of travel.





# LARAMIE COUNTY LAND USE REGULATIONS

**Traffic-Control Signal** – Any device, whether manually, electrically or mechanically operated, by which traffic is alternately directed to stop and permitted to proceed.

**Transportation Facilities** – Facilities used by companies offering transportation services to the public such as airport terminals, bus stations, train stations, taxi stations, parking garages, etc.

**Travel Trailer** – A temporary living facility which may or may not be self-contained, regulated by standards other than those standards intended to regulate structures for permanent occupancy. A travel trailer shall not be construed to be a manufactured house.

**Under-Canopy Sign or Under-Marquee Sign** – A sign attached to the underside of a canopy or marquee.

**Unincorporated Area** – That portion of the County not within the incorporated limits of any municipality.

**Urban** – Areas characterized by medium to high density residential development, a high concentration of commercial and industrial uses, and the public services to support such development, including the presence and availability of central water and central sewer.

**Use** – The purpose for which land is designed, arranged, or intended to be used.

**Utilities, Essential Services** – Utilities that operate in accordance with the Wyoming Public Services Commission. Cellular phone services, cable internet and communication infrastructure shall be considered essential services utilities.

**Utility Facilities** – Any utility facility, whether or not regulated by the Wyoming Public Service Commission, not described as an essential services utility.

**Vacation** – A written instrument intended to destroy the force and effect of the recorded plat or portion of a recorded plat, and to divest all public rights in the streets, alleys, commons and public grounds laid out or described in such plat or portion of a plat.

**Variance** – A variation or adjustment of the specific design standards (not uses) of a zoning district applying to a lot which would result in practical difficulty or unnecessary hardship that would deprive the owner of reasonable use of the land in a manner equivalent to other landowners.

**Vehicle** – Every device, in, upon, or by which any person or property is or may be transported or drawn upon a road, except devices used exclusively upon stationary rails or tracks.

**Vehicle, Abandoned** – A vehicle is presumed to be abandoned if it is left unattended on a highway for more than twenty-four (24) hours after a notice of intent to impound has been placed on it, or on any public or private property without express consent of the owner or person in lawful possession or control of the property for more than five (5) days after a notice of intent to impound has been placed on it. Notwithstanding any other provisions of law to the contrary, any vehicle left unattended on private property for thirty (30) days after the expiration of the consent, oral or





# LARAMIE COUNTY LAND USE REGULATIONS

written, of the owner or the person in lawful possession or control of the property is presumed to be abandoned five (5) days after a notice of intent to impound has been placed. A transportable home impounded pursuant to this section shall be disposed of in accordance with W.S. 31-13-109.

**Vehicle, Junk** – Any motor vehicle that is inoperable and either unregistered, uninsured or unlicensed. Violation - The failure of a structure or other development to be fully compliant with this regulation.

**Wall, Retaining** – A physical barrier necessary to prevent erosion and/or to retain earth.

**Wall Sign** – A sign that is in any manner affixed to any exterior wall of a building or structure and that projects not more than eighteen (18) inches from the building or structure wall. Also includes signs affixed to architectural projections that project from a building, provided the copy area of such signs remains on a parallel plane to the face of the building facade or to the face or faces of the architectural projection to which it is affixed.

**Warehouse** – A structure or part of a structure for storing of goods, wares and merchandise, whether for the owner or others.

**Water Surface Elevation** – The height, in relation to the North American Vertical Datum of 1988 (NAVD 88), or other datum, where specified, of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.

**Water System** – A public system of providing water for use by those within its district boundaries. These include the Cheyenne Board of Public Utilities (BOPU), South Cheyenne Water and Sewer District, the Town of Albin, the Town of Pine Bluffs, Town of Carpenter, Winchester Hills. Orchard Valley, Avalon MHP and Hide-A-Way MHP.

**Wholesale** – The process of buying from the producer or manufacturer and selling to others.

**WYDEQ** – The Wyoming Department of Environmental Quality.

**WYDOT** – The Wyoming Department of Transportation.

**Yard** - An open space between a building and the adjoining lot line, unoccupied and unobstructed by any portion of a structure from the ground upward, except as otherwise provided herein. In measuring a yard, the minimum horizontal distance between the lot line and the main building shall be used.

a. Front - An open space extending the full width of the property, between the front property line and the nearest building line of the principal building.

b. Rear - An open space extending the full width of the property, between the rear property line and the nearest building line of the principal building.



## LARAMIE COUNTY LAND USE REGULATIONS

c. Side - An open space between the principal building and the side property line, extending from the front yard to the rear yard.

**Zone Lot** – A parcel of land which may be unplatted or is a tract or a lot which has a zoning district designation.

RESOLUTION # \_\_\_\_\_

**RESOLUTION TO REPEAL THE 2024 LARAMIE COUNTY LAND USE  
REGULATIONS AND ADOPT THE  
2025 LARAMIE COUNTY LAND USE REGULATIONS.**

**WHEREAS**, Wyoming State Statutes § 16-3-103; §18-5-201 to 18-5-208; 1§8-5-301 to 18-5-315 authorize Laramie County, in promoting the public health, safety, morals and general welfare of the county, to regulate the use of land through zoning in unincorporated Laramie County; and

**WHEREAS**, the Laramie County Board of Commissioners previously adopted the 2024 Laramie County Land Use Regulations; and

**WHEREAS**, the Laramie County Board of Commissioners has complied with the requirements of W.S. 16-3-103, giving proper public notice and holding public hearings; and

**WHEREAS**, the repeal of the 2024 Laramie County Land Use Regulations and adoption of the 2025 Laramie County Land Use Regulations are in conformance with section 1-1-107 regarding Amendments to the Regulations.

**NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF LARAMIE COUNTY, WYOMING**, that the Laramie County Board of Commissioners does hereby repeal the 2024 Laramie County Land Use Regulations and adopt the 2025 Laramie County Land Use Regulations, to go into effect on July 1, 2025.

**PRESENTED, READ AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

LARAMIE COUNTY BOARD OF COMMISSIONERS

\_\_\_\_\_  
Gunnar Malm, Chairman

ATTEST:

\_\_\_\_\_  
Debra K. Lee, Laramie County Clerk

Reviewed and approved as to form:

\_\_\_\_\_  
Laramie County Attorney