



LARAMIE COUNTY PLANNING AND DEVELOPMENT

PLANNING • BUILDING



MEMORANDUM

TO: Laramie County Board of County Commissioners

FROM: Justin Arnold, Planning Program Manager

DATE: July 1, 2025

SUBJECT: Public Hearing regarding Planning and Development Fee Schedule Adoption

Executive Summary

Pursuant to the Laramie County Land Use Regulations as amended 1/2/2024, Section 1-1-105, a schedule of fees, charges and expenses may be reviewed by the Planning Commission and adopted by the Board of Laramie County Commissioners effective July 1 of each year. The fees shall be established by and posted in the Planning and Development Office. Fees shall be based on the cost of providing planning and development services to the public. All estimated fees shall be determined based on the average cost time, materials and overhead expenses accrued by the Planning and Development Office in conjunction with the duties and mission of the office to serve the public.

The fee schedule adoption is being completed concurrent to the adoption of the proposed Laramie County Land Use Regulatory adoption.

Proposed Motion

I move to adopt the Laramie County Planning and Development Fiscal Year 2025/2026 Fee Schedule.

Attachments

- A) Proposed FY 25/26 Fee Schedule
- B) Resolution

EXHIBIT A

Laramie County Planning and Development Fee Schedule					
Application and sign fees shall be paid at the time of application submittal. Other fees will be billed to the applicant.					
Application	Fee	Sign (per sign)	Legal Ad (per ad)	Engineer Review	Mailing
Preliminary Subdivision Permit	\$1000.00	\$26.00	N/A	Actual Cost	Actual Cost
Low Impact GESC	\$250.00	N/A	N/A	Actual Cost	N/A
Standard GESC	\$500.00	N/A	N/A	Actual Cost	N/A
Board Approval	\$500.00	\$26.00	Actual Cost	Actual Cost	Actual Cost
Variance	\$600.00	\$26.00	Actual Cost	Actual Cost	Actual Cost
Temporary Use	\$100.00	N/A	N/A	N/A	N/A
Home Occupation	\$100.00	N/A	N/A	N/A	N/A
Address – New Oil & Gas Facility	\$200.00	N/A	N/A	N/A	N/A
Address – Existing Oil & Gas Facility	\$100.00	N/A	N/A	N/A	N/A
Floodplain Development Permit	\$200.00	N/A	N/A	Actual Cost	N/A
Site Plan (New, revised and simple)	\$500.00	\$26.00	Actual Cost	Actual Cost	Actual Cost
Conditional Use A	\$250.00	\$26.00	NA	Actual Cost	Actual Cost
Conditional Use B	\$500.00	\$26.00	Actual Cost	Actual Cost	Actual Cost
Conditional Use C	\$750.00	\$26.00	Actual Cost	Actual Cost	Actual Cost
Zone Change	\$500.00	\$26.00	Actual Cost	Actual Cost	Actual Cost
Wireless Tower	\$250.00	\$26.00	Actual Cost	Actual Cost	Actual Cost
Family Child Care Home	\$100.00	N/A	N/A	N/A	N/A
Small Subdivision (2-5 lots)	\$750.00	\$26.00	Actual Cost	Actual Cost	Actual Cost
Minor Subdivision Permit (6-19 lots)	\$1,200.00	\$26.00	Actual Cost	Actual Cost	Actual Cost
Major Subdivision Permit (20 lots or more)	\$1,800.00	\$26.00	Actual Cost	Actual Cost	Actual Cost
Modest and Corrected Plats	\$500.00	\$26.00	Actual Cost	Actual Cost	Actual Cost
Road/Easement Naming	\$200.00	\$26.00	N/A	N/A	Actual Cost
Non-Traditional Housing	\$75.00	N/A	N/A	N/A	N/A
Environmental Health Fee **See Note**	\$200.00 with public sewer. \$200 plus \$10.00 per lot without public sewer (not to exceed \$500.00)				
Community Facility Fees	Land within a water/sewer district or serviced by a district: \$500.00 per acre, rounded to the nearest .1 acre. Minimum \$250.00				
Community Facility Fees	Land outside a water/sewer district with no water/sewer services: \$50.00 per acre, rounded to the nearest .1 acre. Minimum \$25.00				
Public Safety Fees	Land within any water and/or sewer district or serviced by a public water system shall be assessed a \$200.00 per lot public safety fee				
Public Safety Fees	Land outside of a water and/or sewer district shall be assessed a \$1,000 per lot public safety fee				

**Note: Health Dept. fee increase relating to subdivision permit/plat process approved by Laramie County Board of Commissioners on June 2, 2015, and Board of Health on June 16, 2015.

RESOLUTION NO. _____

**A RESOLUTION TO ADOPT THE LARAMIE COUNTY PLANNING AND
DEVELOPMENT FEE SCHEDULE FOR THE FISCAL YEAR 2025/2026.**

WHEREAS, Wyoming State Statutes §18-5-201 to §18-5-208; §18-5-301 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 adopted the 2025 Laramie County Land Use Regulations; and

WHEREAS, Section 1-1-105 of the Laramie County Land Use Regulations requires annual review and adoption of the Laramie County Planning and Development Fee Schedule, and

WHEREAS, the Laramie County Board of Commissioners wish to adopt the Laramie County Planning and Development Fee Schedule for fiscal year 2025/2026 with fee revisions effective July 1, 2025.

NOW, THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF LARAMIE COUNTY, WYOMING, as follows:

The Laramie County Board of Commissioners finds that:

- a. The fee schedules for fiscal year 2025/2026, as presented in Exhibit A of this resolution, are hereby adopted in conformance with section 1-1-105 of the Laramie County Land Use Regulations.

And the Board approves the 2025/2026 Planning and Development Fee Schedule.

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's Office