



LARAMIE COUNTY PLANNING & DEVELOPMENT DEPARTMENT

Planning • Building

MEMORANDUM

TO: Laramie County Board of County Commissioners

FROM: Justin Arnold, Planning and Development Program Manager

DATE: July 21st, 2026

TITLE: NOTICE OF INTENT to amend the 2026 Laramie County Land Use Regulations Under Title 1, Planning Commission Appeal Processes.

EXECUTIVE SUMMARY

Laramie County Planning and Development, in accordance with Wyoming State Statute, hereby wishes to amend the 2025 Laramie County Land Use Regulations, based upon additional public feedback, to add language concerning the Planning Commission Appeal Processes.

Adoption, amendment, or repeal of any regulation must occur under the rule making requirements of Wyoming State Statute § 16-3-103. A 45-day notice period and opportunity for public input are required prior to any amendment of rules.

The attached resolution shall serve as the public notice of Laramie County's intent to amend the 2025 Laramie County Land Use Regulations, Title 1, Planning Commission Appeal Processes.

PROPOSED MOTION

I move to approve the resolution to provide the Notice of Intent, as required under Wyoming State Statute § 16-3-103, to amend the 2025 Laramie County Land Use Regulations, Title 1, Planning Commission Appeal Processes, and set the Planning Commission Public Hearing Date of September 10th, 2026, to recommend adoption of the amendment, and the Board of County Commissioners Hearing Date of September 15th, 2026, to consider the adoption of the amendment of the 2025 Laramie County Land Use Regulations.

RESOLUTION # _____

**RESOLUTION OF INTENT TO AMEND
THE 2025 LARAMIE COUNTY LAND USE REGULATIONS**

WHEREAS, W.S. §18-5-201 to 18-5-208 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 2025 Laramie County Land Use Regulations; and

WHEREAS, the Laramie County Board of Commissioners desire to amend the 2025 Laramie County Land Use Regulations; and

WHEREAS, W.S. § 16-3-103 requires 45 days public notice and a reasonable opportunity for public comment before Laramie County may adopt, amend, or repeal rules and regulations; and

WHEREAS, the proposed changes to the 2025 Laramie County Land Use Regulations are attached hereto as "Exhibit 1" and incorporated into this resolution by reference;

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF LARAMIE COUNTY, WYOMING, that notice is hereby given to the public that the Laramie County Board of Commissioners intends to amend the 2025 Laramie County Land Use Regulations as attached; that copies of the proposed amendments may be obtained from the Laramie County Planning and Development Office, 3966 Archer Pkwy, Cheyenne, Wyoming 82009; that all interest persons may submit written comments to the Laramie County Planning and Development Office, in person 3966 Archer Pkwy, Cheyenne, Wyoming 82009 or via email at planning@laramiecountywy.gov no later than 3:00 p.m. on September 7, 2026; that there shall be a public hearing of the Laramie County Planning Commission on the proposed amendments to the 2025 Laramie County Land Use Regulations on September 10, 2026 at 3:30 p.m. at 310 West 19th Street, Suite 310, Cheyenne, Wyoming 82001; and that there shall be a public hearing of the Laramie County Board of Commissioners on the proposed amendments to the 2025 Laramie County Land Use Regulations on September 15, 2026 at 3:30 p.m. at 310 West 19th Street, Suite 310, Cheyenne, Wyoming 82001.

PRESENTED, READ AND ADOPTED this _____ day of _____, 2026.

LARAMIE COUNTY BOARD OF COMMISSIONERS

Gunnar Malm, Chairman

ATTEST:

Debra K. Lee, Laramie County Clerk

Reviewed and approved as to form:



Laramie County Attorney

ADD NEW 1-1-108

1-1-108 REQUEST FOR APPEAL OF PLANNING COMMISSION DECISION

a. Planning Commission Appeals Generally

A person directly affected by a decision of the Planning Commission that does not go to a subsequent hearing of the Laramie County Board of Commissioners 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 Planning Commission Appeals

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

a. Planning Commission Appeals shall be carried out as follows:

- i.* An appeal shall be requested in writing on a County form by a party aggrieved through a decision or action by the Planning Commission, while enforcing any of the provisions of these regulations.
- ii.* The 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 20th Street in downtown Cheyenne.
- iii.* The 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.

- b. Should the Planning Commission deny any application in full that does not otherwise go to a subsequent hearing of the Laramie County Board of Commissioners, the matter shall automatically be considered by the Laramie County Board of Commissioners within forty-five (45) days of the denial. Imposition or modification of conditions by the Planning Commission on an application does not trigger an automatic appeal.

AMEND

1-1-~~109~~108 REQUEST FOR REHEARING OF BOARD DECISION

This section applies only to applicants who were denied approval by the Board of County Commissioners ("Board") related to matters subject to the LCLUR. W.S. § 18-5-203.

- a. Rehearing of Board decisions shall be carried out as follows:
 - i. A request for rehearing of Board decision shall be made in writing on a County form by an applicant who desires rehearing of a Board decision that denied approval to applicant.
 - ii. A request for a rehearing of Board decision shall be filed at the Office of the County Clerk within seven (7) calendar days from the date of the Board decision. The Laramie County Clerk is located at 309 West 20th Street in downtown Cheyenne.
 - iii. The request for rehearing of Board decision shall specify the decision(s) for which rehearing is sought. The request for rehearing of Board decision shall describe the type of application presented, the date of the decision by the Board, and a statement of issues to support the request for rehearing of Board decision.
 - iv. The request for rehearing of Board decision 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 same. The Board shall enter a decision on the request for rehearing within thirty (30) days from the date the request for rehearing of Board decision is filed with the County Clerk.
 - v. A denial of a request for rehearing of Board decision shall be considered a final decision.
 - vi. When rehearing is granted, the rehearing shall be placed on the first regularly scheduled Board meeting that occurs at least seven (7) calendar days after the Board grants rehearing. After the hearing, the Board shall enter a final decision on the matter.
 - vii. An applicant may request only a single rehearing under this Section 1-1-~~109~~108.

1-1-~~110~~109 APPEAL FROM FINAL BOARD DECISION

Appeals from any final decision by the Board shall be made in accordance with W.S. §§ ~~18-3-501(j)~~18-3-501(i), 18-5-203 and Rule 12 of the Wyoming Rules of Appellate Procedure.

Repeal 1-5-102 (c)

~~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.~~