

NIOBRARA COUNTY, WYOMING CHANGE OF ZONING APPLICATION

There are several steps involved in changing the zoning on a parcel of land. A change of zoning is required whenever the **use** of a parcel of land (or portion of a parcel) is planned. These instructions are intended to help you with this process.

1. Complete and return the attached application to the County Commissioners' or County Clerk's Office. The \$40.00 fee must accompany the completed application.
2. Please attach a map to the application showing the location of all planned structures, water well, septic tank, and leach field, etc. A copy of your survey map is preferred but if one is not available, a hand drawn map may suffice.
3. The Planning and Zoning Commission will review your application at their next meeting. **You or your representative must attend this meeting.**
4. Planning & Zoning will make their recommendation for approval or denial to the County Commissioners along with any special requirements, suggestions or comments.
5. At their next regularly scheduled meeting, the County Commissioners will select the date for a public hearing to seek comment on the proposed change of zoning. Notice of the hearing must be published in The Lusk Herald at least 14 days prior to the date of the hearing.
6. Notice of the public hearing will be mailed to you as well as to surrounding landowners.
7. The public hearing will be held and the Commissioners will make their decision based upon the recommendation of the Planning & Zoning Commission, comments voiced at the public hearing, written comments received prior to the hearing, your comments and answers to questions and other possible factors. The Commissioners may - or may not - rule as the Planning & Zoning Commission recommends. **The Commissioners will not hold the public hearing if you or your appointed representative is not present.**

As you can see, this process takes several weeks to complete so please complete and return your application and fee well in advance of the date you plan to begin construction or to change the use of your property, etc.

If you have questions, you may call any member of the Planning & Zoning Commission.

NOTE: Fill out your application completely! Incomplete applications will be returned to you.

Planning & Zoning Commission:

Sena Pearson, Chair – (307) 334-3571
James Kruse, Vice-Chair – (307) 334-334-9925
Brian Zerbe – (307) 334-3462

Dan H. Hanson – (307) 216-0381
Rick Bridge – (307) 340-0149

APPLICATION FOR CHANGE OF ZONING
NIOBRARA COUNTY, WYOMING

Application Fee \$40.00

Date Paid _____

Please Print or Type:

File # _____

Name(s) _____ Phone _____

Address _____ City _____ State ____ Zip _____

Legal description of property: _____

I/we petition the Niobrara County Planning and Zoning Commission to recommend that the Niobrara County Commissioners approve the following change of zoning on the above listed parcel of land. I/we understand that there will be a public hearing and that the cost of publication for said hearing will be paid from the \$40.00 application fee.

Change in zoning from _____ to _____

Please give a brief description of your plans- both present and future.

Signed:

Date:

**APPLICATION FOR CHANGE OF ZONING
NIOBRARA COUNTY, WYOMING**

Applicant's name(s):

Date of Planning & Zoning meeting:

Having reviewed the attached application for Change of Zoning, we, the members of the Niobrara County Planning and Zoning Commission, request that the Niobrara County Commissioners hold a Public Hearing for the purpose of seeking public comment on this matter. It is the recommendation of the Planning and Zoning Commission that the County Commissioners do ___ / do not ___ approve a change of zoning from _____ to _____ on this parcel of land.

Comments-

Signed this ___ day of _____, 20___.

Sena Pearson, Chairman

James Kruse, Vice-Chair

Brian Zerbe, Member

Rick Bridge, Member

Dan H. Hanson, Member

File # _____

NIOBRARA COUNTY COMMISSIONERS
Change of Zoning

Applicant's name(s):

Action on Niobrara County Planning & Zoning Commission's request for Public Hearing and recommendation of ___ approval ___ denial of Change of Zoning:

Niobrara Board of County Commissioner will hold a Public Hearing on the attached Application for Change of Zoning on the ___ day of _____, _____ at _____ AM/PM.

Notice of said hearing will be published in *The Lusk Herald* on _____.

Approved and signed this _____ day of _____, _____.

NIOBRARA COUNTY COMMISSIONERS:

Patrick H Wade
Chairman

John Midkiff
Vice-Chairman

Elaine Griffith
Commissioner

Notices of hearing mailed to surrounding landowners:

Date mailed:

Having held a Public Hearing for the purpose of obtaining public comment on the attached application and having considered the recommendation of the Niobrara County Planning & Zoning Commission, we the members of the Niobrara Board of County Commissioners **do** ___ / **do not** ___ approve a change of zoning from _____ to _____ on the parcel on land described in Exhibit A, attached hereto and made a part hereof, for which the Change of Zoning Application was filed.

Comments:

Approved and signed this _____ day of _____, _____.

NIOBARARA COUNTY COMMISSIONERS

Patrick H Wade, Chairman

John Midkiff, Vice-Chair

Elaine Griffith, Commissioner

ATTEST:

Becky L. Freeman, County Clerk