

The mission of the Natrona County Planning Department is to protect and enhance the quality of life for County residents through the implementation of the adopted Development Plan, Zoning Resolution, and the Subdivision Regulations while providing professional, friendly and knowledgeable customer service to the community.

ADMINISTRATIVE ADJUSTMENT APPLICATION

The purpose of an Administrative Adjustment is to allow minor adjustments to certain requirements and numerical standards in this Resolution based on specific review standards. The intent is to provide relief when application of standard creates practical difficulties in advancement of County Development Plan goals or zoning district purposes.

NOTE: PLEASE PROVIDE AND ATTACH THE SITE PLAN, BUILDING PLAN, PROOF OF OWNERSHIP, AND ALL OTHER REQUESTED DOCUMENTS ALONG WITH THIS APPLICATION.

Applicant:

_____	_____
Name	Phone
_____	_____
Address	Email

Owner:

_____	_____
Name	Phone
_____	_____
Address	Email

Address for Administrative Adjustment

Natrona County Planning Department

200 N Center, Room 202, Casper, WY 82601
(307) 235-9447 or ncplanning@natronacounty-wy.gov



Requested Adjustment (How many feet, percentage, grade, etc. What is the minimum adjustment that will accomplish your goals): _____

Reason: _____

I(we) agree to strictly conform to the exhibits attached hereto, subject to all terms, conditions, agreements, stipulations, and provisions contained in the application and permit, in the attached rules and regulations for Natrona County, and any other applicable regulations, laws or ordinances.

Applicant:

Name: _____ Date: _____

Signature: _____

Owner:

Name: _____ Date: _____

Signature: _____

STAFF ONLY

PLANNING DEPARTMENT:

Open Space:

Lot Coverage (Maximum):

Requested Lot Coverage:

Adjustment Percentage:

Structure Setbacks:

Required Setbacks:

From the Road(s)

Front

Sides

Rear

Requested Setbacks:

From the Road(s)

Front

Sides

Rear

Adjustment Percentage:

From the Road(s)

Front

Sides

Rear

Site Development:

Required Setbacks:

From the Road(s)

Front

Sides

Rear

Requested Setbacks:

From the Road(s)

Front

Sides

Rear

Adjustment Percentage:

From the Road(s)

Front

Sides

Rear

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Fencing:

Required Setbacks/Height:

Requested Setbacks/Height:

Adjustment Percentage:

Height

Height

Height

Front

Front

Front

Sides

Sides

Sides

Rear

Rear

Rear

Grade of Developable Slopes:

Grade (Maximum):

Requested Grade:

Adjustment Percentage:

Decision: **APPROVE / DENY**

Reason: _____

Name

Signature

Title

Date

Reference: 2022 Zoning Resolution Chapter 5, Section 16

An application may be made for Administrative Adjustment of the following standards of this Resolution.

1. Open space requirement may be adjusted up to twenty percent (20%).
2. Structure setbacks, not including setbacks from natural resources, may be adjusted up to twenty percent (20%).
3. Site development setbacks, not including setbacks from natural resources, may be adjusted up to twenty percent (20%).
4. Fencing height and setbacks may be adjusted up to twenty percent (20%).
5. Grade of developable slopes may be adjusted up to twenty percent (20%).
6. Parking requirement may be adjusted as allowed by Section 3.08 Parking and Loading.
7. Street and road standards may be adjusted as allowed in the Subdivision Resolutions.

An administrative Adjustment shall be approved upon finding the application:

1. Complies with the applicability of this Section and either;
 - a. Compensates for some unusual constraint of the site or proposal that is not shared by landowners generally, or
 - b. Better protects natural resources, or
 - c. Better supports the purpose of the zone;
2. Is consistent with the purpose of the zone and the desired future character for the area described in the County Development Plan.
3. Will not pose a danger to the public health or safety; and
4. The site is not subject to a series of incremental administrative adjustments that circumvent the purpose of this section.

The Applicable Director may elevate an application to the Planning and Zoning Commission for review and decision at their discretion.

An administrative Adjustment shall expire one (1) year after the date of approval except under one of the following circumstances.

1. The physical development or use enabled by the administrative adjustment is in review or implementation; or
2. Alternate expiration is set through the approval of the administrative adjustment.