



City of Cheyenne
Planning and Development Department
 2101 O'Neil Avenue, Room 202
 Cheyenne, WY 82001
 (307) 637-6282

Schedule 4: Conditional Use and Variance Application Review Schedule*

These applications require approval by the Board of Adjustment
 Applications are accepted by appointment only, please call 307-637-6282 to schedule.
 Applications are considered "submitted" on the "Application Submittal Date"

Staff and Outside Agency Review			
Application Submittal Date	Determination of Application Completeness	First Review Complete	Final Submittal Date for Revisions
9-Jan-20	16-Jan-20	30-Jan-20	7-Feb-20
6-Feb-20	13-Feb-20	27-Feb-20	6-Mar-20
5-Mar-20	12-Mar-20	26-Mar-20	3-Apr-20
9-Apr-20	16-Apr-20	30-Apr-20	8-May-20
7-May-20	14-May-20	28-May-20	5-Jun-20
4-Jun-20	11-Jun-20	25-Jun-20	2-Jul-20
9-Jul-20	16-Jul-20	30-Jul-20	7-Aug-20
6-Aug-20	13-Aug-20	27-Aug-20	4-Sep-20
3-Sep-20	10-Sep-20	24-Sep-20	2-Oct-20
8-Oct-20	15-Oct-20	29-Oct-20	6-Nov-20
5-Nov-20	12-Nov-20	25-Nov-20	4-Dec-20
10-Dec-20	17-Dec-20	31-Dec-20	8-Jan-21
7-Jan-21	14-Jan-21	28-Jan-21	5-Feb-21
4-Feb-21	11-Feb-21	25-Feb-21	5-Mar-21



Upon satisfactory review by staff and applicable outside agencies, the application will be scheduled for the next available public meeting for consideration. If new or additional information is provided to staff during the staff review and outside agency review period, the application may be subject to additional review periods.



Approval Process	
Staff Report Complete and Mail Date	Board of Adjustment Meeting Date and Final Consideration
13-Feb-20	20-Feb-20
12-Mar-20	19-Mar-20
9-Apr-20	16-Apr-20
14-May-20	21-May-20
11-Jun-20	18-Jun-20
9-Jul-20	16-Jul-20
13-Aug-20	20-Aug-20
10-Sep-20	17-Sep-20
8-Oct-20	15-Oct-20
12-Nov-20	19-Nov-20
10-Dec-20	17-Dec-20
14-Jan-21	21-Jan-21
11-Feb-21	18-Feb-21
11-Mar-21	18-Mar-21

- * Concurrent applications may result in alternative review schedules.
- * If revisions to the project are requested or if it is determined that additional information is required, at staff's discretion, the application may repeat the "Staff and Outside Agency Review" period.
- * The Board of Adjustment may choose to postpone projects to address issues identified during the meetings.
- * Please contact staff to determine any possible changes near holidays.
- * This schedule is subject to revision; please check with staff.

Dates that are in red print do not follow the usual schedule due to City holidays.
 All meetings noted in the "Approval Process" should have representation by the applicant or his or her agent. Items may be recommended for postponement if no representative is present at the meeting.