

Intake: rcvd by/on: _____

Residential

Laramie County Planning and Development Office
3966 Archer Pkwy Cheyenne, WY 82009
Phone: (307) 633-4303
building@laramiecounty.com
www.laramiecountywy.gov



New Construction for Master Plans

Permit # _____
BMP # _____
R # _____

Date of full submittal _____

Address of project _____

Legal description _____

For staff use: T _____ N _____ R _____ W _____ Sec _____ map page _____ zone _____ fp _____

Incomplete applications cannot be processed. Email Addresses are required for notification process.

Landowner Information (Landowner name must match what is recorded on the deed)

Name _____
Address _____
Phone _____
Email _____

Contractor information

Name _____
Address _____
Phone _____
Email _____

Electrician information

Company Name _____
Electrician Name _____
Address _____
Phone _____
Email _____

Description of Project

Work is not included unless it is included in this description of work and included in the valuation.

Mark all that apply to this project:

Building Plumbing Mechanical Electrical Gas



Residential: New Construction for Master Plans

Specific permit requirements:

Application	Complete, legible, signed, and dated.
Ownership	Provide a copy of a recorded warranty deed if ownership has change within past (6) months and/or if this is the 1st structure being built on the property.
Plot plan	See sample plot plan for minimum requirements.
Foundation	Provide a clear set of site specific foundation details. If plans are stamped by a Wyoming Design Professional, they are required to be site specific.
Master plans	Provide a clear set of basement plans with all rooms labeled and show all dimensions. Locations of underslab utilites and mechanical rooms in the basement are required.
Fees	Fees are due at the time that the application and plans are submitted.

Mark all that apply to your specific project

Purpose of permit New Addition Single-family Multi-family

Foundation type Basement Crawl space Slab on grade

Garage information (# of stalls and location of the garage when facing the front door of the house)
 # of stalls Right Left Rear Side load

Bedroom & Bathroom	Bedrooms	Full bath	3/4 bath	1/2 bath
	Upstairs			
	Basement			
	Total			

New Construction (Previous Master Plan)

square feet x sq ft value = valuation

Description	sq ft	sq ft value	valuation
1st floor		\$ 85.00	
2nd floor / 3rd floor / bonus room		\$ 43.00	
Attached garage		\$ 20.00	
Enclosed porch, patio, deck, sunroom		\$ 43.00	
Covered porch, patio, deck		\$ 20.00	
Open air porch, patio, deck		\$ 8.00	
Finished basement		\$ 27.00	
Unfinished basement		\$ 15.00	
Crawl space		\$ 8.00	
Total valuation			

Permit Fees (for office use)

MP Building permit fees only	
Total fees	

for staff use: cash check # credit card auth #



Permit Acknowledgements

By my signature and under penalty of perjury, I hereby certify that I am the owner of the referenced property, or the owner’s authorized agent. I have read and examined this application and know the same to be true and correct. All provisions or laws and ordinances governing this type of work will be complied with, whether specified herein or not. The issuance of a permit does not presume to give authority to violate or cancel the provisions of any state or local law regulating construction, or guarantee issuance of a well or septic permit.

An application for a permit for any proposed work shall be deemed to have been abandoned 180 days after the date of filing, unless such application has been pursued in good faith or a permit has been issued. Every permit issued shall become invalid unless the work on the site authorized by such permit is commenced with 180 days after its issuance, or if the work authorized on the site by such permit is suspending abandoned for a period of 180 days after the time the work is commenced.

It is the Owner/Agent's responsibility to ensure that all required inspections have passed prior to moving forward with the next phase of construction.

It is the Owner/Agent's responsibility to read all plan review comments and ask questions if something is unclear. All approved plans must be onsite for all inspections. Failure to comply with these requirements may result in a \$50 fine.

I understand that occupying this structure prior to obtaining a Certificate of Occupancy is in direct violation of Wyoming State Statute and governing laws. Failure to comply may result in a \$750 fine with each day of occupancy being a separate offense.

The Applicant, his Agents and Employees shall comply with all the rules, restrictions and requirements of Laramie County Land Use Regulations and Laramie County Building Codes governing location, construction and erection of the above proposed work for which the permit is granted.

The Building Official or his agents are authorized to order the immediate cessation of construction at any time a violation of the codes or regulations appears to have occurred. Violation of any of the codes or regulations applicable may result in the revocation of this permit.

Buildings must conform with plans as submitted to the Laramie County Planning & Development Office. Any change of plans or layout must be approved prior to the changes being made. Any change in the use or occupancy of a building or structure must be approved prior to proceeding with construction.

Owner/Agent shall be notified via Email that the permit has been issued.

Address of project

Signature

Printed Name

Date