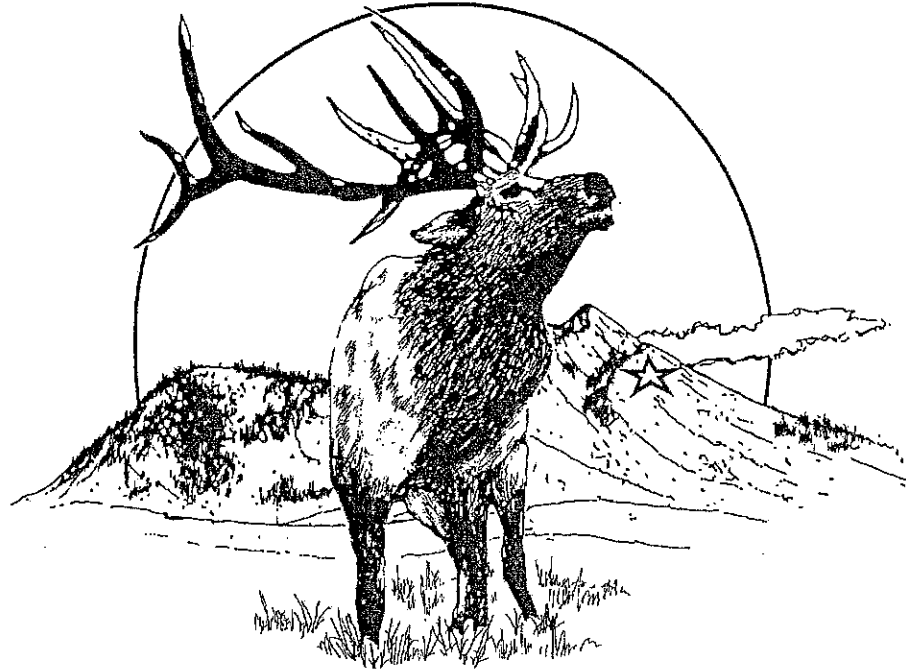


TOWN OF AFTON

COMMERCIAL & RESIDENTIAL BUILDING PERMIT APPLICATION

FOR:



Commercial:

1. Any new building that will be used for commercial purposes or will be open for public use. This shall include any building that is for commercial purpose, rent or lease rooms for dwelling, or full residences, such as apartments, bed & breakfast facilities, hotels, etc.
2. Additions to existing commercial structures.
3. The relocation of an existing commercial building.
4. A change in the type of occupancy of a commercial building.
5. Commercial accessory buildings or sheds, which contain greater than 600 square feet of floor area or with roof eave heights greater than 10 feet.

Residential:

1. Any new building that contains greater than 600 sq ft that will be used for residential purposes. This excludes buildings that will be used as multiple dwellings which include apartment complexes, hotels, motels, and any other buildings that the dwelling units are rented or leased out for commercial purpose, or any building that qualifies for a minor construction permit
2. Additions to existing structures.
3. The relocation of an existing building.
4. A change in the type of occupancy of a building.
5. Accessory buildings or sheds, which contain greater than 600 sq feet of floor area or with roof eave heights greater than 10 feet.

WHAT YOU MUST DO:

1. FILL OUT ALL INFORMATION IN APPLICATION
2. TURN IN APPLICATION, APPROPRIATE FEE & THE FOLLOWING FOR PROCESSING:

PLANS:

1. One set of construction drawings that illustrate the proposed foundation, floor plan, typical wall section, roof system, building elevations, as well as electrical, plumbing, and HVAC systems.
2. One set of scaled site plan that depict the location of, at least, proposed vehicular access, the finish grade of the project site, onsite drainage facilities and potential snow storage areas.
3. Any other construction documents and/or other data that the applicant may consider relevant to the application shall be submitted also.
4. A plot plan indicating the location of existing and proposed buildings and the distances from the property lines to the front, back and sides of proposed and existing buildings.

One copy of the recorded deed and easements pertaining to the property to be developed.

3. MUST CONTACT AND OBTAIN BUILDING INSPECTOR SIGNATURE ***ON APPLICATION BEFORE SUBMITTING.***
4. NO CONSTRUCTION MAY PROCEED UNTIL THE BUILDING PERMIT IS ISSUED
5. BUILDING PERMIT MUST BE POSTED IN A CONSPICUOUS LOCATION VISIBLE FROM THE STREET

***Failure to complete any of these steps warrants cancellation of permit request.**

APPLICANT: _____

MAILING ADDRESS: _____

TELEPHONE NO: _____

FAX NO. / EMAIL ADDRESS: _____

PHYSICAL ADDRESS FOR CONSTRUCTION PROJECT: (if no address please give Lot #, Block, or Subdivision) _____

CERTIFIED BUILDING INSPECTOR (see attached List) *MUST SIGN THIS APPLICATION	
*For Residential Only	
Name: _____	
Signature: _____	Date: _____

THE TOWN OF AFTON SHALL RETAIN A PROFESSIONAL ENGINEERING OR INSPECTION COMPANY TO REVIEW COMMERCIAL BUILDING PERMITS. ALL FEES ASSOCIATED SHALL BE PAID BY THE APPLICANT.

DATE OF APPLICATION: _____

APPLICATION FEE: \$100.00 Paid: _____

*FOR COMMERCIAL BUILDING PERMITS OTHER ENGINEERING FEES MAY APPLY.

DETAILED DESCRIPTION OF PROJECT: _____

APPLICATION FOR PERMIT

Applicant:

1. Name: _____
2. Address: _____
Street _____
P.O. Box _____
City _____ State _____ Zip Code _____
3. Phone No.: _____
Home _____ Cell / Work _____

Contractor:

4. Name: _____
5. Address: _____
City _____ State _____ Zip Code _____
6. Phone No.: _____

Property:

7. Location or address of property (Lot and Block; description or street address)

8. Do you own the property? _____ YES _____ NO
(If No, you must provide either (a) written consent to this application from the property owner or (b) the signature of the owner on this application.)
9. Size (acreage) of Lot or Parcel: _____
10. Current Zoning Classification (see Zoning Map at Town Hall): _____
11. Proposed use of property: _____

12. Is Proposed Use allowed under Title 17 - Land Development Code?
(See Use classification on current Land Use Chart)
_____ Yes _____ No
13. Does the lot size conform to the minimum lot size requirement under the applicable zoning classification?
_____ YES _____ NO
14. a. Do you have a Site Plan for your project? _____ YES _____ NO
b. Do the setbacks on your Site Plan conform to the minimum set back requirements under the applicable zoning classifications? (See Set Back Chart, attached)
_____ YES _____ NO
15. a. Do you have a completed building plan? _____ YES _____ NO
b. Does the height of the proposed structure as shown in the building plans conform to the maximum height limitation under the applicable zoning classification (See Height Chart, attached) _____ YES _____ NO

Access and Utilities:

16. Do you have a legal right of access to the property? _____ YES _____ NO
*(NOTE: All driveways that enter a state highway or county road require an access permit permit from the Wyoming Department of Transportation or the Lincoln County Planning Office.)
17. Does the proposed project have an existing water connection?
(If no, you must obtain a water connection permit from the Town Hall and pay appropriate fees)
_____ YES _____ NO

18. Does the proposed project have an existing sewer connection or facilities? YES _____ NO _____
(If no, you must obtain a sewer connection permit from the Town Hall & pay appropriate fees)
(NOTE: In some areas no municipal sewer is currently provided. However, you will be required to connect to a municipal sewer when it becomes available in that area.)
19. Are all Utilities services available at the front property line? YES _____ NO _____
(NOTE: Streets, highways, and roads may not be cut or excavated to install utilities. All roadway crossings must be accomplished by underground boring.)

20. Is your project planned so that it will not cause drainage problems for adjoining property owners? YES _____ NO _____
 *(See Title 17 Section 17-5-2.7)

21. Is your project located outside of a flood plain? YES _____ NO _____
22. Is your project located outside of an area that poses a hazard due to any of the following? *(See Hazard Map at Sunrise Engineering)*
- a. Slope movement YES _____ NO _____
 - b. Avalanche hazard YES _____ NO _____

Building Code Requirements:

23. Do you understand that the International Building Code (IBC) is expected to apply to construction within the Town of Afton. YES _____ NO _____
24. Do you warrant and represent that the building will be constructed in accordance with the latest edition of the IBC, and that the owners or purchasers (if applicant is a developer) of the building constructed under the permit applied for may rely on its being constructed in accordance with those codes. YES _____ NO _____

Subdivision / Lot Division Requirements:

25. If your lot is not within the original Afton Town Site, or within an approved and platted subdivision, does your lot conform to the Towns Subdivision or Parcel Division Ordinance? YES _____ NO _____
26. If your lot is within a subdivision or development, have you received approval of your plans per any declarations of covenants, conditions, and restrictions associated with your lot? YES _____ NO _____

Permission to Inspect:

I hereby authorize agents and employees of the Town of Afton to enter upon the property described in this application for the purpose of inspecting and enforcing compliance with the ordinances and regulations pertaining to the matters contained in this application.

Certification of Accuracy of Information

I hereby represent and warrant that the above information is true and correct. I further understand and agree that if any of the information provided herein is not true and correct, that any and all permits granted may be canceled.
 I also have read and understand all planning, building, and development requirements in the Afton Land Development Code - Title 17.

 APPLICANT'S SIGNATURE

 DATE

 OWNER'S SIGNATURE (if different than applicant)

 DATE

TOWN OF AFTON
IRC CERTIFIED BUILDING INSPECTORS*
(in alphabetical order by last name)

Lyman, Ryan, 307-885-6677, Cell 307-884-6677

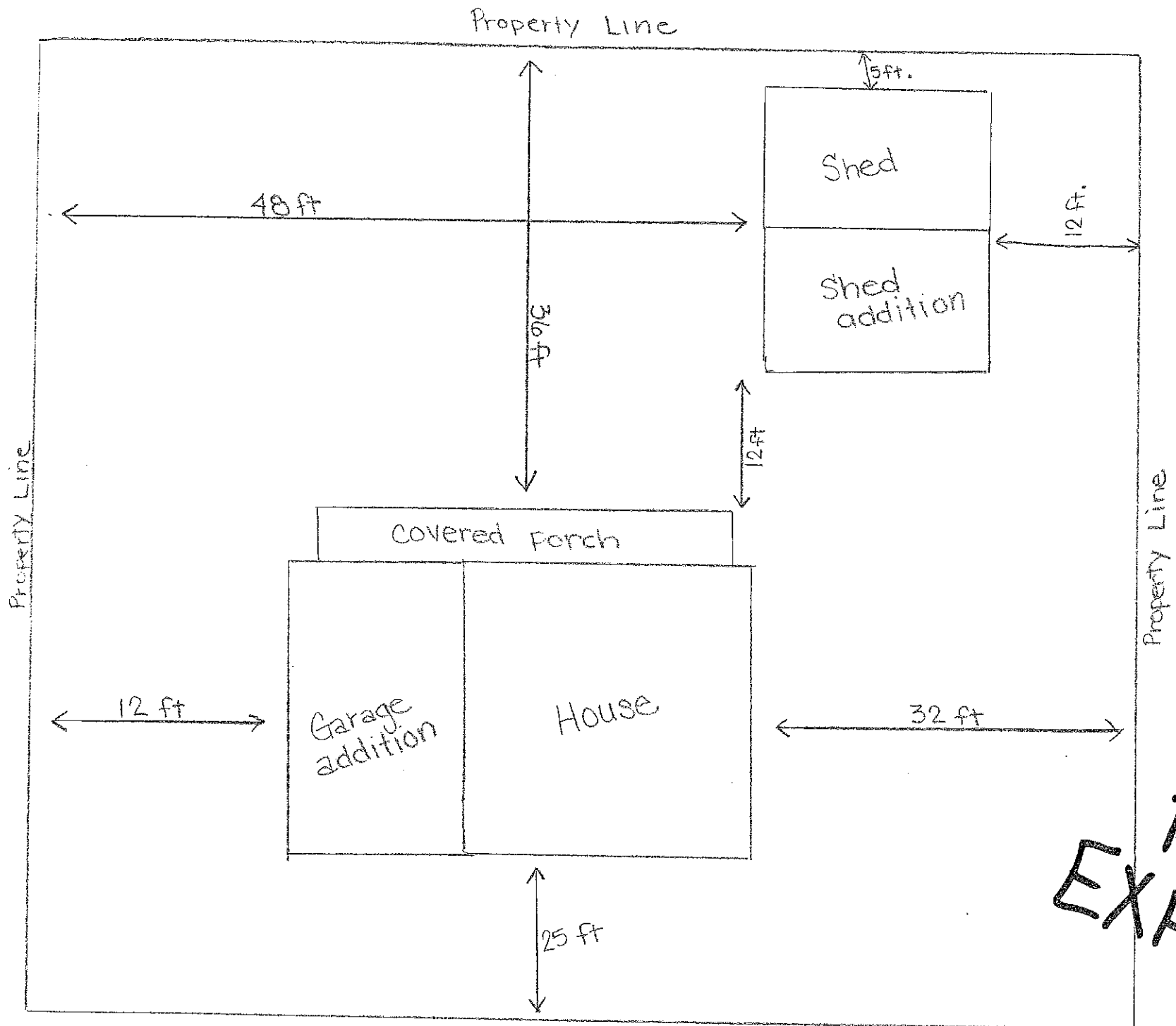
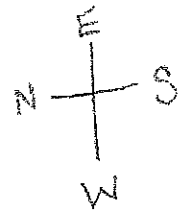
Tibbitts, Jody, 307-654-8591, Cell 307-880-5636

Town of Afton Land Development Code
Section 17-1-9. Building Inspector

(a) Building Inspector:

- (1) *The Town of Afton shall have available for applicants a list of qualified building inspectors that the applicant may hire to perform required inspections. Building Inspectors shall be independent of the Town of Afton and shall not be an agent of the Town.*
- (2) *Applicants shall contract with an approved Inspector to complete the required inspections. This contract shall be exclusive of the Town of Afton.*
- (3) *The Building Inspector that is hired shall complete all required inspections to the Standards of the Town of Afton ordinances and any applicable zoning laws. They shall submit a report to the Zoning Administrator for all required building inspections including a final report when the project is finished.*

*As of 9-13-11, above Certified Inspectors have provided the Town of Afton, Wyoming with certification; others may be added with correct criteria- contact Afton Town Hall 307-885-9831.



SITE
PLAN
EXAMPLE

MINIMUM SETBACK, SNOW, WIND AND SEISMIC REQUIREMENTS

RESIDENTIAL

<u>LOT SIZE:</u>	<u>ZONING</u>			
	<u>R1</u>	<u>R2</u>	<u>R3</u>	<u>ACR</u>
Minimum lot area, sq. ft.	13,500	11,500	6,000
Minimum lot area per additional unit.....	NA	3,500	3,000	1 acre
Minimum lot width, ft. (measured at setback line)	82.5	90	90	165
Lot Coverage	35%	35%		

SETBACKS: Lots

Principal Uses:

Front Yard, ft.....	20	20	20	25
Rear Yard, ft.....	10	10	10	10
Side Yard (interior), ft.....	left side 8', right side 12' or vice versa			
Side Yard (on street), ft.....	20	20	20	20

Accessory Uses: See 17-5-7(b)(6)

Front Yard, ft.....	No Construction Allowed.....			
Side Yard (interior), ft.....	left side 8', right side 12' or vice versa			
Rear Yard (interior), ft	3	3	3	3

Accessory uses

Height, ft. maximums	20	20	20
Distance between it & residential structure...3	3	3
Square ft, maximum	900	900

HEIGHT:

Principal uses, ft. maximums	35	35	35	40
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FENCES & WALLS, (Maximum Height)

Front Yard	5	5	5	5
Rear Yard	6	6	6	6
Side Yard, ft.....	6	6	6	6

NON-RESIDENTIAL USE

SETBACKS: Lots

Principal Uses:

	<u>CBD</u>	<u>ZONING GC</u>	<u>MCI</u>
Front Yard, ft.....	20	20	25
Side Yard (interior), ft.....	8	8	15
Side Yard (on street), ft.....	20	20	25
Rear Yard, ft.....	10	8	8

Accessory Uses:

See Title 17, Land Development Code

HEIGHT:

Principal uses, ft maximums	35	35	40
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FENCES & WALLS:

Front Yard, ft.....	4	8
Side & Rear, ft.....	6	6

ROOF SNOW LOADS:

Residential: 80 lbs. Per Square foot
100 lbs. Per square foot for roofs where drifting or other accumulations
Commercial: 100 lbs. Per square foot

SEISMIC ZONE = D2

WIND LOAD = 80 miles per hour

IMPORTANT WEB LINKS:

Electrical Wiring Permit, State of Wyoming:
<http://wyofire.state.wy.us/electricalsafety/wiringpermit.html>
Well Permit, State of Wyoming: <http://seo.state.wy.us/docs.aspx>
Star Valley Conservation District: <http://www.starvalleycd.org/>
Wyoming DEQ: <http://deq.state.wy.us/>
Wyoming State Statutes: <http://legisweb.state.wy.us/titles/statutes.html>
Wyoming Water Rights Summary: <http://library.wrds.uwyo.edu/wrp/90-17/90-17.html>
Wyoming State Engineer's Office (for Wyoming water rights & water well information):
<http://seo.state.wy.us/>

NOTE: All construction must conform to the International Building Code (IBC).