

The Town of  
**Star Valley Ranch, Wyoming**  
APPLICATION  
**BUILDING CONSTRUCTION AND ALTERATION PERMIT**  
(Allow 30 days for plan review and action on the request)

**TO: Town of Star Valley Ranch  
Planning and Zoning Board  
171 Vista Drive  
HC 62 Box 7007  
Star Valley Ranch, WY 83127-1180  
(307) 883-8696**

Date \_\_\_\_\_

**FROM:** \_\_\_\_\_ (Owner Name)

\_\_\_\_\_ (Address)

\_\_\_\_\_ (City, State, Zip)

\_\_\_\_\_ (Phone)

\_\_\_\_\_ (Designated Contact Person) \_\_\_\_\_ (Phone)

**PROPERTY STREET ADDRESS** \_\_\_\_\_ **PLAT** \_\_\_\_\_ **LOT** \_\_\_\_\_

**CONSTRUCTION OR MODIFICATION FOR WHICH PERMIT IS REQUESTED:**

\_\_\_\_\_  
\_\_\_\_\_  
(Describe construction to be performed, new single family residence, new detached garage, etc)

**CONSTRUCTION WILL BE PERFORMED BY:**

\_\_\_\_\_  
\_\_\_\_\_  
(Contractor name address, and phone numbers)

**ESTIMATED COMPLETION DATE:** \_\_\_\_\_

**The requirement to obtain a building permit from the Town of Star Valley Ranch does not eliminate the need to also obtain a permit from an association or other areas within the Town that may have a Homeowners Association.**

**THE FOLLOWING MUST ACCOMPANY THIS REQUEST:**

1. A copy of the property deed showing a description of the property and ownership.
2. A copy of the Lincoln County Waste Water Permit (if applicable) or evidence of application submitted such as a receipt, with property description shown, from the Lincoln County Planning Office.
3. Two (2) complete plot plans to scale, (minimum scale 1 inch equals 20 feet), showing all buildings, setbacks from property lines, septic system, water line and location of frost free hydrant, power and telephone lines, driveways and propane tanks. One set of plans will be returned to the applicant, when the permit is issued.
4. Two (2) complete sets of building plans, to scale, (minimum scale ¼ inch equals 1 foot), with floor plans, elevations from all sides showing exterior materials and colors to be used including but not limited to siding materials, trim and roofing. Roof pitch, overhangs, and locations of windows and doors shall be shown. Do construction documents reflect current IRC, IBC schedules, (2006), manufacturers' specifications, and plans? One set of plans will be returned to applicant, when the permit is issued.
5. A non-refundable plan review, permit and construction inspection fee in the amount specified in the Star Valley Ranch Town Code Title 6, Buildings, Chapter 1, Section 6.01.030.
6. A refundable construction deposit in the amount specified in the Star Valley Ranch Town Code Title 6, Buildings, Chapter 1, Section 6.01.030.
7. The permit application checklist completed, checked, and signed off.

**CERTIFICATION AND AGREEMENT OF OWNER:** As owner of the property, I acknowledge I am responsible for complying with the provisions of the **Star Valley Ranch Town Code, Title 6 Buildings and Star Valley Ranch Town Code Title 9 Zoning**. I hereby agree to comply with all the rules, regulations, restrictions, policies and procedures of the State of Wyoming, Lincoln County, and the Town of Star Valley Ranch. Should it become necessary for the Town of Star Valley Ranch to take any action to enforce any of the rules, regulations, restrictions, policies, and procedures of the State of Wyoming, Lincoln County, and the Town of Star Valley Ranch, the prevailing party shall recover attorney fees, court costs and other costs incurred.

\_\_\_\_\_  
Owner Name (Print)

\_\_\_\_\_  
Owner Name (Print)

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date