



Laramie County Planning and Development Office

Building Division
3861 Archer Pkwy Cheyenne, WY 82009
Phone: 307-633-4512 Fax: 307-633-4519
planning@laramiecounty.com
www.laramiecountyplanning.com

PLUMBING / MECHANICAL / ELECTRICAL SUBMITTAL REQUIREMENTS

INCOMPLETE APPLICATIONS CAN NOT BE ACCEPTED

Please visit our new and improved Laramie County Parcel Viewer for information on the property and aerials: <http://arcims.laramiecounty.com/>

All Building Permit Applications must include the following:

1. Completed Application Form
2. One plot plan if work is being performed outside of building (2 sets if they are larger than 11" x 17")
3. One set of plans (2 sets if they are larger than 11" X 17") if applicable to project.

WE ARE GOING GREENER! Please note that our preferred submittal size is 11" x 17" or smaller. We appreciate electronic submittals whenever possible; please contact us if you have questions.

NOTICE:

The Applicant, his Agents and Employees shall comply with all the rules, restrictions and requirements of Laramie County Zoning 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.

The Applicant is required to call for inspections at various stages of the construction, and in accordance with the aforesaid rule, the applicant shall give the Building Inspector not less than one day's notice to perform such activities.

The Applicant must comply with current Planning & Development office expiration policy. Laramie County is not liable for workmanship. Permits are not transferable.

The following items expand on the submittal requirements. Not all projects require all items listed below, please contact us if you have any questions.



Plumbing, Mechanical and/or Electrical Permit Application

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Rcvd by:

Rcvd Date:

PR #:

BP #:

Address of Project:					New Address? yes <input type="checkbox"/> no <input type="checkbox"/>	
OWNER INFORMATION Please attach a separate sheet if there are additional property owners						
Name				Phone		
Address		City		State		Zip Code
Email						
CONTRACTOR INFORMATION						
Name				Phone		
Address		City		State		Zip Code
Email						
Electrical work (if applicable) to be done by				Phone		
PROPERTY INFORMATION						
Legal Description (Subdivision Name, Block and Lot or Tract)						
Zone District		Township	N	Range	W	Section #
						Map Page
PROJECT INFORMATION						
Structure Use				Bldg <input type="checkbox"/> Plmbg <input type="checkbox"/> Mech <input type="checkbox"/> Elctr <input type="checkbox"/> Gas <input type="checkbox"/>		
Purpose of Permit		Plumbing <input type="checkbox"/>	Gas <input type="checkbox"/>	Furnace/AC <input type="checkbox"/>	Stove/Fireplace <input type="checkbox"/>	Electrical <input type="checkbox"/>
Heating Type		Natural Gas <input type="checkbox"/>	Propane <input type="checkbox"/>	Electric <input type="checkbox"/>	Other <input type="checkbox"/>	
Work to be Done in		Dwelling <input type="checkbox"/>	Outbuilding <input type="checkbox"/>	Other <input type="checkbox"/>	Manufactured Bldg <input type="checkbox"/>	
Description of Work: Complete description of the work done including any plumbing, mechanical (Heating, ventilation or air conditioning), electrical, fire sprinkler or alarm. (Work is not included in the permit unless described in this scope of work)						
<p>By my signature and under penalty of perjury, I hereby certify that I am the owner of the reference 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, this permit becomes null and void if work or construction authorized is not commenced within 180 days, unless prior authorization has been issued by this office. This permit expires 1 year from the date of issuance providing the 1st inspection has occurred within the initial 180 day period.</p> <p>I understand that occupying this structure prior to obtaining a Certificate of Occupancy/Completion is against the law. Failure to comply may result in a \$750 fine with each day of occupancy being a separate offence.</p>						
Signature of Owner/Agent				Date		
Printed Name						
Valuation \$				Approved By		
Fees		BP Fee		PR Fee		
MP Fee		ZC Fee		Other/Access Fee		
Check #		or Cash		Rcpt #		Total Fees