Town of Guernsey Wyoming

Permit Number: _____

Miscellaneous Permit Application

Part 1. Location Information		
Address:	Type of Permit:	
Legal:	Block:	Lot:
Property Owner or Tenant Name:	Phone:	
	Email:	

Part 2. Additional Party Information	Address/City/State/Zip	Contact
1) Entity 1:		Phone:
		Email:
2) Entity 2:		Phone:
		Email:
3) Entity 3:		Phone:
		Email:
4) Entity 4:		Phone:
		Email:

Part 3. Type of Permit

☐ Tempory ☐ Commercial ☐ Residential
☐ Special ☐ Commercial ☐ Residential
☐ Non-Con ☐ Commercial ☐ Residential
Special use and non-conforming use permits are granted by the approval of the Town Council

☐ Retail Liquor Commercial / Residential
☐ Malt Beverage/ Open container_____
☐ Catering
☐ Autioneer
☐ Circus/ Carnival
☐ Body Art

☐ Temporary/ Transient Merchants
☐ Seasonal Merchants
☐ Home based business (Retail sales)
☐ Special Event/ Farmer's Markets
☐ Special Use
Start date _____
End date
☐ Temporary Use _____
Start date _____
End date _____

Will food products be sold? Y☐ N☐

☐ Fees

Retail Liquor: $1000
Club: $250
Malt Beverage/ Open Container: $25/ day
Catering: $25/day
Restaurant: $1000
Circus/ Carnivals: $100/ day
Auctioneer: $50 +$1000 surety Bond
Body Art: $100/ year Temp License $50/ 14 days
Food Service Vendors: $10/ year/ location
Temporary/ transient merchants: $75/ 14 day period
$275/ year
Temp. Special use/ Non-Conforming use: $75/ year

All fees are non-refundable and due at the time of application.

Description of Work:	***Square Footage***	***Fee:*** ***Date Recieved:***

FEES ARE NON-REFUNDABLE ON PERMITS FOR WHICH WORK HAS COMMENCED, AND THE PERMIT MAY NOT BE WITHDRAWN UNLESS A SUBSEQUENT PERMITTEE HAS OBTAINED A PERMIT TO COMPLETE THE WORK, OR WHEN WORK HAS STARTED UNLESS AN INSPECTION HAS BEEN MADE AND THE BUILDING OFFICIAL HAS DETERMINED THAT THE EXISTING WORK HAS CREATED NO VIOLATION OF ANY CODE OR ORDINANCE. PERMIT FEES EXCEEDING $100.00 MAY BE PARTIALLY REFUNDED. WHERE APPLICABLE, FEES WILL BE REFUNDED AT 80 PERCENT OF THEIR ORIGINAL VALUE, EXCLUDING THE PLAN REVIEW AND FIRE PROTECTION PLAN REVIEW DEPOSITS. PERMITS MAY BE WITHDRAWN BY THE APPLICANT IF NO WORK HAS COMMENCED ON THE PROJECT.WITHDRAWN PERMITS WITH FEES OF ($100) DOLLARS OR LESS ARE NON-REFUNDABLE. CONTRACTOR REGISTRATION FEES ARE NON-REFUNDABLE.

I HEREBY CERTIFY THAT I AM AN AUTHORIZED AGENT OF THE OWNER, *AND HAVE THE OWNER'S CONSENT TO ENTER ONTO THE PROPERTY TO COMPLETE THE WORK. AFTER CLOSE REVIEW OF THIS APPLICATION, I FURTHER CERTIFY THAT THE INFORMATION PROVIDED IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, THE WORK SHALL COMPLY WITH ALL PROVISIONS OF LAWS AND ORDINANCES, WHETHER SPECIFIED OR NOT. THE GRANT OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY FEDERAL, STATE, OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.*

Your name (Printed):	*Signature:*	*Date:*
Email:	*Phone:*	*Fax:*

AN ISSUED PERMIT BECOMES INVALID IF THE WORK ON THE SITE AUTHORIZED BY THE PERMIT DOES NOT COMMENCE WITHIN 180 DAYS OF ISSUANCE, OR IF THE WORK ON THE SITE IS INCOMPLETE DUE TO SUSPENSION OR ABANDOMENT 180 DAYS AFTER THE WORK COMMENCED. ***ALL PERMITS REQUIRE FINAL INSPECTION.***

Below is for office use only

Town Clerk Approval:	*Date:*
Town Planner Approval:	*Date:*
Town Council/ Mayor (if needed):	*Date:*

Town of Guernsey:
Town Planner, Building Inspector, Code Enforcement
Po Box 667
87 W Whalen ST
Guernsey WY, 82214 planner@togwy.us 307-836-2335