



CITY OF RIVERTON
COMMUNITY DEVELOPMENT DEPARTMENT
APPLICATION FOR BUILDING PERMIT

PERMIT NO.:
DATE:

1. ADDRESS: _____ (where construction will take place)

	NAME	PHONE #	MAILING ADDRESS	CITY	STATE	ZIP
2. Property Owner:						
3. Prime Contractor:						
4. Design Professional:						

5. CONSTRUCTION TYPE:

COMMERCIAL	RESIDENTIAL	Type I ⁺	Type II ⁺	Type III ⁺	Type IV ⁺	Type V ⁺	* For new construction, design professional shall designate Construction Type. If type is unknown, consult with building department for determination.
		A	B	HT			
New Construction	Addition to Structure	Alteration of Structure	Demolition	Re-roof	Other		

6. ACCESSORY STRUCTURES:

Deck / Patio Shed Detached Garage Awning / Covering Pole Barn Spa / Hot Tub Sign (new or alteration)

7. PLUMBING:

Automatic Fire Sprinklers?	Yes	No					Water Tap Size: _____ (in.)
Alteration	Sanitary Sewer Replacement	Gas Line Testing	Water Heater:	Gas	Electric	<i>(tap sizes 2-in. & greater require DEQ review)</i>	
Other: _____	Is required check valve in-place? _____ (Y/N)		Does existing sewer service require backflow prevention? _____ (Y/N)		<i>(see Section 714 of the International Plumbing Code for backflow prevention requirements)</i>		
	Is required expansion tank in-place? _____ (Y/N)						

8. ELECTRICAL:

Wiring Modifications Service Upgrade Panel Modification(s) Meter Modification / Relocation Electrical Service Size: _____ (amp)

9. MECHANICAL:

New System Alteration Component Replacement Other _____

10. PUBLIC R.O.W.:

Driveway Curb & Gutter Replacement Sidewalk Replacement Street or Alley Work Is R.O.W. Encroachment Permit required? _____ (Y/N)

11. BUILDING OCCUPANCY OR USE: _____

12. PROJECT DESCRIPTION: _____

13. AREA DETERMINATION:

Basement: _____ (sf) 1st Floor: _____ (sf) 2nd Floor: _____ (sf) 3rd Floor: _____ (sf) 4th Floor: _____ (sf) **TOTAL: _____ (sf)**
 Garage: _____ (sf) Patio/Porch: _____ (sf) Deck/Balcony: _____ (sf) Other: _____ (sf)

14. SUBCONTRACTOR(S):

E-MAIL PHONE # MAILING ADDRESS CITY STATE ZIP

E-MAIL	PHONE #	MAILING ADDRESS	CITY	STATE	ZIP

The applicant shall provide an estimated construction cost value at time of application. Valuations shall be based on official engineers/architects cost estimates, or contractor bid forms. When work is not contracted, or performed by owner, valuation shall include total value of work, including materials and labor. Final building permit valuation shall be set by the building official, with construction costs based on City established per square foot costs.

15. VALUATION: \$ _____

16. PROJECT CONTACT:

NAME: _____ E-MAIL: _____ PHONE: _____

MAILING ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

PERMIT APPLICANT DECLARATION

17. APPLICANT IS:

Property Owner Contractor Architect / Engineer Other _____

BY MY SIGNATURE BELOW I CERTIFY TO EACH OF THE FOLLOWING STATEMENTS:

I have read this application and the information I have provided is correct. I agree to comply with all applicable City and County ordinances, rules, regulations, and State laws relating to building construction, and with any and all conditions of this permit. I authorize representatives of the City of Riverton to enter the above mentioned property for inspection purposes.

APPLICANT'S SIGNATURE: _____ PRINT NAME: _____ DATE: _____

PROJECT INFORMATION

Applicant		NEW RESIDENTIAL CONSTRUCTION SUBMITTAL CHECKLIST	City Staff	
Yes	No	(The following requirements may or may not apply to remodels. Call to find out.)	Yes	No
Planning Division Approval:				
		Project complies with all setback requirements and has been approved by Planning to submit for building permit.		
		Project has received approval of any required planning permits and the building permit plans reflect all conditions from that process. (Design Review, Site Plan Review, etc.)		
Required Documentation:				
		One completed Application for Permit.		
		Three (3) complete sets of construction drawings signed by the designer, or carrying the seal of an architect/engineer licensed in Wyoming. Minimum 11" x 17" size paper. OR one (1) electronic copy on CD, DVD, or USB to include the following: <ol style="list-style-type: none"> 1. Site plan drawn to scale, showing property lines, north arrow, easements, dimensions and all development. 2. Floor plans showing existing and proposed layouts with room labels and proposed use. 3. Building elevations (north, south, east, and west views). 4. Foundation plan with representative dimensioned details. 5. Roof plan with truss layout plan view and representative details and engineered truss data sheets. 6. Framing sections including wall height, width of eaves, and roof pitch and other details necessary to construct the project. 7. Plumbing, electrical, and mechanical layouts. 		
		Two (2) copies of truss layout and calculations, signed & sealed by an engineer licensed in Wyoming (if applicable).		
		Two (2) copies of engineering calculations, signed & sealed by the architect/engineer-of-record (if applicable). <ol style="list-style-type: none"> 1. Engineering calculations will be required for any unusual design which deviates from compliance with conventional framing requirements for wood frame construction found in the International Building Code. 2. All engineering plans and calculations shall be stamped by an architect/engineer licensed in the State of Wyoming. 		
		Two (2) copies of energy code calculations (if applicable).		
		Two (2) copies of City of Riverton drainage and storm water calculations and grading plans (if applicable).		
		Application for building permit payment.		
Applicant		NEW COMMERCIAL CONSTRUCTION SUBMITTAL CHECKLIST	City Staff	
Yes	No	(The following requirements may or may not apply to remodels. Call to find out.)	Yes	No
Planning Division Approval:				
		Project complies with all setback requirements and has been approved by Planning to submit for building permit.		
		Project has received approval of any required planning permits and the building permit plans reflect all conditions from that process. (Design Review, Site Plan Review, etc.)		
Required Documentation:				
		One completed Application for Permit.		
		Food processing and/or manufacturing facilities need to contact Consumer Health Services at 307-777-7211 for a separate review and approval prior to construction.		
		Three (3) complete sets of construction drawings, carrying the seal of an architect/engineer licensed in Wyoming. Minimum 11" x 17" size paper. OR one (1) electronic copy on CD, DVD, or USB to include the following: <ol style="list-style-type: none"> 1. Cover sheet indicating scope of work, applicable codes, type of construction, occupancy, code analysis, and design approach for mixed use structures, etc. 2. Site plan drawn to scale showing property lines, north arrow, dimensions, easements, solid waste enclosure(s), and all development. Site utility plan showing all points of connection to city sewer, storm drain, and water. 3. Floor plans showing existing and proposed layouts, room usage, occupancy, and adequate detail and dimensions for means of egress, etc. 4. Structural plans and representative details as required. 5. Plumbing and mechanical plans. 6. Electrical plans including a complete one-line diagram of the service. 7. Energy code compliance forms imprinted on full size plan sheets. 8. Accessibility compliance. 9. Details to evaluate fire resistive construction requirements, including data substantiating required rating. 10. Details of required fire protection systems. 11. Geotechnical Report (if applicable). 		
		Two (2) copies of truss layout and calculations, signed & sealed by an engineer licensed in Wyoming (if applicable).		
		Two (2) copies of engineering calculations, signed & sealed by the architect/engineer-of-record (if applicable).		
		One completed Hazardous Materials Disclosure form (OES form).		
		Two (2) copies of City of Riverton drainage and storm water calculations and grading plans (if applicable).		
		One completed Accessibility For Existing Buildings Compliance form (if applicable).		
		Application for building permit payment.		
<p><i>All plans must accurately represent the building materials and methods the project will utilize. Incomplete submittals WILL NOT be reviewed and/or accepted. Additional information may be required which the permit applicant may be contacted to provide after a preliminary review.</i></p>				