



# City of Casper Planning Division

## Conditional Use Permit Application

### OWNER'S INFORMATION:

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

### LOCATION OF REQUEST:

ADDRESS: \_\_\_\_\_

LEGAL DESCRIPTION: \_\_\_\_\_

Number of Lots: \_\_\_\_\_ Size of Lots: \_\_\_\_\_

Current Zoning: \_\_\_\_\_ Current Use: \_\_\_\_\_

Purpose for which the property is proposed to be used: \_\_\_\_\_

Prior restrictions placed on the property: \_\_\_\_\_

Floor area square footage: \_\_\_\_\_ Number of Occupants or Employees: \_\_\_\_\_

Building Footprint: \_\_\_\_\_ Number of off-street parking spaces: \_\_\_\_\_

### A PLOT PLAN IS REQUIRED SHOWING:

(WHERE APPROPRIATE)

lot size and dimensions

size and location of buildings

off-street parking spaces

routes for ingress and egress

internal traffic control

fencing, screening, and landscaping

signs and lighting

setback distances

The following owner's signature, or agent, signifies that all information on the application is accurate and correct to the best of the owner's knowledge, and that the owner has thoroughly read and understands all application information and requirements.

SIGNATURE OF PROPERTY OWNER: \_\_\_\_\_

DATE: \_\_\_\_\_

#### SUBMIT TO:

Community Development Department  
Planning Division  
200 N David, RM 203  
Casper, WY 82601  
Phone: 307-235-8241  
Fax: 307-235-8362  
www.casperwy.gov  
E-mail: dhardy@cityofcasperwy.com

#### COMPLETE SUBMITTAL NEEDS TO INCLUDE:

- COMPLETED APPLICATION INCLUDING ORIGINAL SIGNATURES
- PROOF OF OWNERSHIP
- \$275 APPLICATION FEE (NON-REFUNDABLE)
- PLOT PLAN

#### FOR OFFICE USE ONLY:

DATE SUBMITTED:

REC'D BY: \_\_\_\_\_

**2015  
PLANNING AND ZONING COMMISSION  
MEETINGS AND DEADLINES**

Regular meetings are held on the following dates at 6:00 p.m. in the City Council Chambers, 200 North David Street, Casper, Wyoming.

All applications/petitions requiring a public hearing shall be submitted to the Community Development Department, 200 North David Street, Room 203, (307) 235-8241, at least **thirty (30) calendar days** prior to the meeting at which the Commission will consider the application/petition.

<b>Meeting Date:</b>	<b>Submittal Deadline:</b>
January 27, 2015	December 24, 2014
February 24, 2015	January 23, 2015
March 24, 2015	February 20, 2015
April 28, 2015	March 27, 2015
May 26, 2015	April 24, 2015
June 23, 2015	May 22, 2015
July 28, 2015	June 26, 2015
August 25, 2015	July 24, 2015
September 22, 2015	August 21, 2015
October 27, 2015	September 25, 2015
November 24, 2015	October 23, 2015
December 10, 2015	November 10, 2015