



– Application for –  
**TAXIDERMY CONDITIONAL USE PERMIT**

Development Services Department  
 50 East 2<sup>nd</sup> North, Green River, WY 82935  
 PH: (307) 872-6140  
[www.cityofgreenriver.org](http://www.cityofgreenriver.org)

**Taxidermy (as a Home Occupation) is regulated by the City of Green River Zoning Ordinance and is permitted only with a conditional use permit approved by the Planning and Zoning Commission. Incomplete applications shall be returned.**

<b>A. GENERAL INFORMATION</b>
Name of Home Occupation:
Property Address:

<b>B. PETITIONER*</b>	<b>PROPERTY OWNER INFORMATION</b>
Name:	Name:
Mailing Address:	Mailing Address:
Contact Phone:	Contact Phone:
Email:	Email:

<b>C. TELL US ABOUT YOUR BUSINESS *Refer to the General Conditions in Section D.*</b>
<p>1. Describe Your Business in Detail: <i>(Your description will be included in the notification letter to adjacent property owners)</i>. _____          _____          _____</p> <p>2. Hours of Operation: _____ Days of Week: _____</p> <p>3. Will your proposed business have more than 2 persons employed that are not family members residing in the dwelling unit? <input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <i>If yes, please explain</i> _____          _____</p> <p>4. Will the area being used for the Home Occupation be equal to or less than 25% of the floor area of the dwelling unit, including attached garage? <input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <i>If yes, please list square footage of your residence and square footage to be used for your business:</i> _____</p> <p>5. Will there be off street parking provided for customers and employees? <input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <i>If yes, how many spaces and where are they located?</i> _____</p> <p>6. Will there be equipment or commercial vehicles, used in conjunction with your Home Occupation be stored or parked at the dwelling unit? <input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <i>If yes, please list types, and G.V.W. of each and where they will be stored or parked:</i> _____          _____</p>

File #: \_\_\_\_\_  
 Zoning District: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Other: \_\_\_\_\_  
 Fees Collected: \_\_\_\_\_  
 Date Submitted: \_\_\_\_\_  
 By: \_\_\_\_\_  
**STAFF USE ONLY:**  APPROVED  DENIED

7. Does the Home Occupation require any remodeling or alterations to the residence?  YES  NO  
*If yes, contact the City of Green River Building Department to determine any building permits which may be required.*

#### D. COMPLIANCE CERTIFICATION

Home Occupations (including taxidermy) are subject to the conditions listed in Section 9.8(A) of the Green River City Zoning Ordinances. Please review the following conditions and **initial** on the line provided to verify understanding and compliance of your application.

##### General Conditions:

- \_\_\_\_\_ In addition to family members residing in the dwelling unit, only two (2) persons may be employed by an on-site home occupation. An off-site home occupation may employ no more than five (5) persons, in addition to family members residing in the dwelling unit. In addition to family members residing in the dwelling, more than five (5) employees for an off-site home occupation may be permitted with conditional use permit approval from the Planning and Zoning Commission.
- \_\_\_\_\_ The home occupation shall be clearly incidental and secondary to the use of the dwelling unit for dwelling purposes and not change the residential character thereof.
- \_\_\_\_\_ There shall be no exterior storage of materials incidental to the home occupation, on the site of the home occupation.
- \_\_\_\_\_ There shall be no change in the outside appearance of the building or premises, or other visible evidence of the conduct of the home occupation, including signs.
- \_\_\_\_\_ There shall be no offensive noise, vibration, smoke, dust, odors, heat or glare noticeable at or beyond the property line.
- \_\_\_\_\_ All outdoor activities associated with on-site home occupations, and all activities that produce noise, odor or light which is detectible beyond the residence, shall be limited to the hours of 8:00 a.m. to 8:00 p.m.
- \_\_\_\_\_ Equipment and motor vehicles:
- Mechanical equipment associated with the home occupation shall be stored or contained within the dwelling unit or an accessory building.
  - Motor vehicles, such as cars, trucks, and semi-tractors without the trailer unit, are permitted but may not be parked on the street or right-of-way.
  - Construction equipment under six thousand (6,000) pounds G.V.W. are permitted but must be stored within a garage or accessory building.
  - Equipment and vehicles not specifically mentioned in this section are prohibited.
- \_\_\_\_\_ The total area used for the Home Occupation shall not exceed twenty-five (25) percent of the gross floor area of the combined dwelling unit and attached garage.
- \_\_\_\_\_ Any parking incidental to a home occupation, whether for customers or employees, shall be provided on the site and must be improved. The street right-of-way may not be used for temporary parking by employees of an off-site home occupation. Home occupations that do not see customers at the residence need not provide additional on-site parking spaces.
- \_\_\_\_\_ Under no circumstances shall any of the following activities be considered a home occupation: restaurant, veterinarian's clinic, barber shop or beauty parlor with more than one station, animal kennels, on-site welding, automotive engine repair or service, automotive body shop, health clinic, mortuary, or nursing home. **Taxidermy is permitted only with a conditional use permit approved by the Planning and Zoning Commission.**
- \_\_\_\_\_ All home occupation permits shall expire on March 31st of each year and must be renewed annually.

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Petitioner/Company Name:

**STAFF USE ONLY:**

\_\_\_\_\_ The use, storage, or disposal of materials that may affect the health, safety, welfare or character of the residential area must conform to standards set for those materials by the appropriate regulatory agency, and such materials may not be held in such quantities as to adversely affect the health, safety or welfare of the residential area.

**Enforcement:**

\_\_\_\_\_ **All persons conducting a taxidermy home occupation shall be required to apply for and receive a Home Occupation Conditional Use Permit prior to commencing any activities related to the home occupation.**

\_\_\_\_\_ The designated Community Development Staff may periodically inspect on-site and off-site home occupations to ensure compliance with the provisions of this Section. If the designated Community Development staff determines that the applicant has not complied with the requirements of this section, or if a signed written complaint about the home occupation is received, the home occupation permittee shall be brought before the Planning and Zoning Commission for further review.

\_\_\_\_\_ If the applicant cannot meet the requirements for a home occupation, the application shall be denied.

\_\_\_\_\_ The Planning and Zoning Commission has the authority to continue, suspend, revoke or amend the home occupation permit at anytime.

\_\_\_\_\_ In the event the Community Development Department deems it necessary and appropriate; he/she may request and/or require additional information and place additional conditions in the Home Occupation Permit.

\_\_\_\_\_ If there are any changes in the conditions or operation of the home occupation described in the application, as approved by either Community Development or the Planning and Zoning Commission, the applicant shall submit a new application and obtain approval of said changes in accordance with the requirements of this section.

**E. CONDITIONAL USE PERMIT REVIEW PROCESS**

**The following outlines the process that is established by the Ordinances of the City of Green River. Please review for understanding of the process in which your application must follow. For questions regarding the process, please contact the Green River Community Development Department at 307-872-6140.**

- ✦ After receipt of a complete application, the required **non-refundable** filing fee, a site plan showing all items listed under Section F., and 14 days prior to the Planning and Zoning Commission meeting, the Community Development Staff shall contact by letter, all adjacent property owners within 200 feet of the proposed taxidermy home occupation property. For your convenience, the Community Development Department will obtain the list of affected property owners.
- ✦ The letter shall indicate the time, date, and location of the public meeting at which the application will be considered.
- ✦ Adjacent property owners have fourteen (14) calendar days from the date of the letter to file with the Community Development Department a written objection to the home occupation.
- ✦ The applicant will be notified of the time, date and location of the Planning and Zoning Commission meeting at which the Commission shall consider the effect of the proposed Conditional Use on the health, safety, and general welfare of the surrounding properties, existing and anticipated traffic conditions including parking. The Commission may grant or deny by motion. The applicant shall be notified in writing of the action taken by the Planning and Zoning Commission. It is required that the applicant attend this meeting.
- ✦ If an application is denied, the denial shall constitute a finding that the applicant has not shown that the conditions required for approval exist. A Conditional Use Permit application that has been denied wholly or in part shall not be resubmitted for a period of six (6) months.

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**F. SUBMITTAL REQUIREMENTS**

The following items are required for submitting a complete Home Occupation Conditional Use Application. An incomplete application will not be reviewed and will be returned to the applicant.

- Filing Fee (\$125.00) made payable to the City of Green River.
- Completed City of Green River Home Occupation Conditional Use Application Form.
- Site Plan of the property that shows the following:
  - Name of business and business owner.
  - Property street address.
  - Date and north arrow.
  - Property lines and all structures (existing and proposed).
  - Existing and proposed parking and traffic flow (customer parking and employee parking).
  - Areas used for the business operation (provide square footage of each designated area).

**G. SIGNATURE REQUIRED**

I acknowledge that I have read and understand this application and the Green River Occupation Conditional Use regulations. I certify that the information provided with this application is true and correct and false or inaccurate information used by an applicant to secure compliance with the Zoning Ordinance shall be reason to deny or revoke any application or permit. I understand that it's the responsibility of the applicant and/or property owner to secure any and all required Local, Federal and State Permits (i.e. State Permits, DEQ, Building Permits, etc.) and I agree to contact those agencies/departments accordingly.

*This license shall be subject to revocation in the event the business is conducted in any unlawful manner, to include violation of or non-compliance with the ordinances of the City and the laws of the State of Wyoming by the licensee in the operation of the business or of the business premises.*

Applicant Signature:	Print Name:	Date:
Owner Signature:	Print Name:	Date:

File #:

Petitioner/Company Name:

**STAFF USE ONLY:**