



## LARAMIE COUNTY PLANNING & DEVELOPMENT OFFICE

310 W 19<sup>TH</sup> ST, ROOM 400, CHEYENNE WY 82001

PHONE: 307-633-4303 FAX: 307-633-4519

### HOME OCCUPATION PROCESS

Home occupations are intended to allow limited business activity from the home but shall not alter the character of the neighborhood. Applicant shall submit completed application to the Laramie County Planning and Development Office. Any home occupation must be in compliance with the following conditions.

#### Conditions of Home Occupation

1. Such use shall be conducted entirely within a dwelling unit and carried on by the inhabitants living there and not more than one additional employee or co-worker.
2. Such use shall be clearly incidental and secondary to the use of the dwelling for dwelling purposes and shall not change the character thereof.
3. There shall be no exterior advertising other than the identification of the home occupation (one 3 square foot sign).
4. No retail sales are permitted from the site other than incidental sales related to the services provided.
5. There shall be no exterior storage on the premises of material or equipment used as part of the home occupation.
6. There shall be no offensive noise, vibration, smoke, dust, odor, heat or glare noticeable at or beyond the property line.
7. A home occupation shall provide additional off-street parking if more than three clients per day visit the business.
8. A home occupation should not be construed to include the following: animal hospital, long-term care facility, restaurant, bed and breakfast, group home, adult-oriented use, auto body or mechanical repair, massage parlors/technicians, beauty salons, nail salons, barber shops, animal grooming salons, boarding kennels, body piercing, body art or tattoo studios.
9. A home occupation shall be permitted only after the owner has registered this information with the Laramie County Planning and Development Office.



# Home Occupation Application

Laramie County Planning and Development Office  
 310 W 19<sup>th</sup> ST Room 400  
 Cheyenne, WY 82001

Phone: 307-633-4303  
 Fax: 307-633-4519  
 planning@laramiecounty.com

**INCOMPLETE APPLICATIONS CAN NOT BE ACCEPTED**

OWNER INFORMATION (Please attach a separate sheet if there are additional property owners)			
Name		Phone	
Address	City	State	Zip Code
Email			
APPLICANT INFORMATION			
Name		Phone	
Address	City	State	Zip Code
Email			
LOCATION INFORMATION			
Legal Description			
Site Address	Site Area	Acres	or Site Area Sq Ft
Site Location Description (If Address is Unavailable)			
Current Zoning	Current Land Use		
DEVELOPMENT INFORMATION			
Business Name		Phone	
Number of Employees or coworkers		Driveway Size (# Cars Wide)	
Describe the nature of your business			
What areas of the dwelling will be used for home occupation?			
<p><i>I have read and understand the Home Occupations Ordinance. I agree to comply with the permitted use and limitations of this ordinance in operating a business in my home. I understand it is my responsibility to comply with subdivision protective covenants which relate to home occupations. The undersigned do hereby agree to pay all fees associated with this application.</i></p> <p style="text-align: center;"><b>ORIGINAL SIGNATURE OF BOTH THE OWNER AND THE APPLICANT ARE REQUIRED FOR SUBMISSION OF THIS APPLICATION</b></p>			
Signature of Property Owner		Date	
Printed Name			
Signature of Applicant		Date	
Printed Name			
Planning and Development Office Approval		Date	
Printed Name			