

# CITY OF GREEN RIVER, WYOMING

50 East 2<sup>nd</sup> North, Green River, Wyoming 82935  
Phone (307) 872-6140 Fax (307) 872-0510

## DEVELOPMENT REVIEW APPLICATION For Staff Use Only:

Date: \_\_\_\_\_ File Number: \_\_\_\_\_

File Name: \_\_\_\_\_

This application shall be used for all land development applications including all subdivisions, lot splits, plats, vacations, replats, annexations, lot line adjustments, rezone requests, use permits and compliance plats in the City of Green River.

### A. Property Information

1. Property Address or Location of Property (see Community Development Department if physical address is needed):

\_\_\_\_\_

2. Subdivision Name (if platted): \_\_\_\_\_

3. Lot: \_\_\_\_\_ Block: \_\_\_\_\_

4. Present Zoning Classification: \_\_\_\_\_

5. (If Rezone) Proposed Zoning Classification: \_\_\_\_\_

6. Flood Zone Category: \_\_\_\_\_

7. Property Size (to the nearest 1/10<sup>th</sup> of an acre or sq. ft.): \_\_\_\_\_

8. Existing Use(s) of Subject Property (i.e., vacant, residence, commercial, etc):

\_\_\_\_\_

9. Surrounding **Use(s)** of Land (i.e., vacant, residence, industrial, etc.):

north: \_\_\_\_\_ east: \_\_\_\_\_

10. south: \_\_\_\_\_ west: \_\_\_\_\_

11. Description of Proposed Activity or Use (attach separate sheet if necessary):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### B. OWNERS/NAMES

12. Name of Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Internet Address: \_\_\_\_\_

Name of Property Owner: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Internet Address: \_\_\_\_\_

**Attach sheet with additional names, if necessary.**

Name of Agent: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Internet Address: \_\_\_\_\_

Name of Engineer (if different from above): \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Internet Address: \_\_\_\_\_

**NOTE: unless otherwise noted, all written correspondence will be mailed or e-mailed to the agent. If there is no agent, comments will be sent to the property owner.**

**C. SIGNATURE**

I hereby certify that the information in this application is true and correct. I have read this application and understand that other review processes and fees may be required prior to applying for and receiving Building Permits and/or final development or plat approval.

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(Signature of Property Owner)

## D. PRE-APPLICATION CONFERENCE

Pre-application conferences are required prior to submittal for a rezone to PUD and for all subdivision requests (except minor subdivisions) and are encouraged for all other applications. The purpose of these meetings is to discuss the proposed development and to become familiar with Code requirements and procedures.

## E. SUBMISSION REVIEW

All applications shall be reviewed for completeness. Incomplete applications will not be processed. The applicant is responsible to submit all information and have an application signed by the property owner.

## F. DEVELOPMENT REVIEW COMMITTEE (DRC)

After the application has been logged in and assigned a number, it is routed for review by the Development Review Committee (DRC). Comments will be available from the DRC members the following day in most cases. ***Large projects or busy development weeks may require longer review times.*** It is the applicant's responsibility to address the concerns of the DRC members either individually, or, if the applicant believes a meeting with the DRC members is needed to discuss interdepartmental concerns, a request may be made to Jennie Melvin at (307)872-0592, email [jmelvin@cityofgreenriver.org](mailto:jmelvin@cityofgreenriver.org) for a meeting date.

DRC is generally conducted within one week of receipt of the accepted development application. The cutoff date for an application to be received is 4:00 p.m. Thursday afternoon of the week before the meeting. DRC is held every Thursday afternoon, barring holidays. DRC comments are generally available by the Friday after the DRC date. Dates and schedules are available in the Community Development Department.

## G. PUBLIC HEARINGS

If the City Code requires a public hearing, the date will be scheduled after DRC review and comment and the application is deemed complete. Newspaper advertising for public hearings will be handled by the Community Development Department.

## H. NOTICE TO APPLICANT

Approval of this request is not an approval to begin construction. Prior to any construction, other review processes including building permit, construction drawing approval, subdivision platting or other plans may also be required for review and approval. Regardless of the size of your project, building permits are the final step for new construction. Fees will be required for building permits.

Deviations from the approved plan or plat or failure to comply with any requirements as imposed by the City Council or their designee may void these approvals.

## I. ADDITIONAL INFORMATION

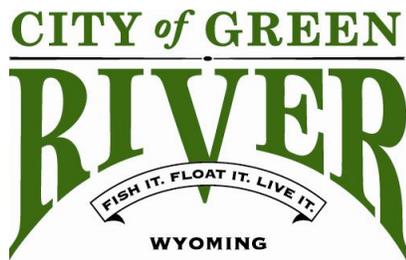
Zoning, floodplain location and other information is available on the City web page at [www.cityofgreenriver.org](http://www.cityofgreenriver.org). Go to the Community Development Department section of the web page to find information available online.

### **CONTACT:**

Community Development Department  
50 E. 2<sup>nd</sup> North  
Green River, Wyoming 82935

**Telephone:** (307) 872-6140

**Fax Number:** (307) 872-0510



## Development Review Committee Distribution List

Allan Wilson	Director, P&R Department	307-872-6147	<a href="mailto:awilson@cityofgreenriver.org">awilson@cityofgreenriver.org</a>
Amy Votruba	Questar PO Box 1450, RS WY 82902	307-352-7780	<a href="mailto:amy.votruba@questar.com">amy.votruba@questar.com</a>
Brian Jackson	Sweetwater Television 602 Broadway, RS WY 82901	307-362-3773	<a href="mailto:swtvttech@sweetwaterhsa.com">swtvttech@sweetwaterhsa.com</a>
Bryan Seppie	Joint Powers Water Board PO Box 1299, GR WY 82935	307-875-4317 ext. 224	<a href="mailto:bseppie@jpwb.org">bseppie@jpwb.org</a>
Mark Westenskow	City Engineer, Public Works	307-872-0525	<a href="mailto:mwestenskow@cityofgreenriver.org">mwestenskow@cityofgreenriver.org</a>
David Allred	Senior Building Inspector Community Development	307-872-6144	<a href="mailto:dallred@cityofgreenriver.org">dallred@cityofgreenriver.org</a>
Jason Palmer	Acting Utilities Manager, Public Works	307-872-6334	<a href="mailto:jpalmer@cityofgreenriver.org">jpalmer@cityofgreenriver.org</a>
Catherine Ball	Centurylink 2196 Century Blvd., RS WY 82901	307-382-2362	<a href="mailto:Catherine.Ball@centurylink.com">Catherine.Ball@centurylink.com</a>
Jason Brown	GIS Specialist Community Development	307-872-6142	<a href="mailto:jbrown@cityofgreenriver.org">jbrown@cityofgreenriver.org</a>
Kathie Mulkey	DEQ-Water Quality Division 2451 Foothill Blvd. #100, RS WY 82901	307-352-2564	<a href="mailto:kathie.mulkey@wyo.gov">kathie.mulkey@wyo.gov</a>
Linda Roosa	Sanitation Supervisor, Public Works	307-872-0531	<a href="mailto:lroosa@cityofgreenriver.org">lroosa@cityofgreenriver.org</a>
Mark Baron	DEQ	307- 335-6962	<a href="mailto:mbaron@wyo.gov">mbaron@wyo.gov</a>
Heidi Krause	Rocky Mountain Power 415 N Street, Rock Springs, WY 82901	307-352-5208 307-212-1164(c)	<a href="mailto:heidi.krause@pacificcorp.com">heidi.krause@pacificcorp.com</a>
Mike Kennedy	Fire Chief, Fire Department	307-872-0545	<a href="mailto:mkenedy@cityofgreenriver.org">mkenedy@cityofgreenriver.org</a>
Mike Nelson	Director, Public Works	307-872-0532	<a href="mailto:mnelson@cityofgreenriver.org">mnelson@cityofgreenriver.org</a>
Randy Koloff	Streets Supervisor, Public Works	307-872-0564	<a href="mailto:rkoloff@cityofgreenriver.org">rkoloff@cityofgreenriver.org</a>
Steve Bacon	CIG	719-520-4713	<a href="mailto:steve.bacon@el Paso.com">steve.bacon@el Paso.com</a>
Laura Leigh	Director, Community Development	307-872-6146	<a href="mailto:laleigh@cityofgreenriver.org">laleigh@cityofgreenriver.org</a>
Jennie Melvin	Zoning and Building Technician, Community Development	307-872-0592	<a href="mailto:jmelvin@cityofgreenriver.org">jmelvin@cityofgreenriver.org</a>
Marty Black	City Administrator	307-872-0554	<a href="mailto:black@cityofgreenriver.org">black@cityofgreenriver.org</a>