



# Town of Jerome, Arizona

PO Box 335, Jerome, Arizona 86331  
Bill Jensen, Planning & Zoning Administrator  
Historic Preservation Officer

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Celebrating Our 112<sup>th</sup> Anniversary  
1899-2011

Founded 1876  
Incorporated 1899

## APPLICATION FOR PLAN OR DESIGN REVIEW

BY: (Please check one. A separate filled out form is required for each.)

Planning & Zoning Commission     Design Review Board  
→ PLEASE PRINT LEGIBLY BELOW SO PROCESSING WON'T BE DELAYED.

APPLICANT'S NAME: \_\_\_\_\_

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

TELEPHONE #: [ ] \_\_\_\_\_ - \_\_\_\_\_ . EMAIL ADDRESS: \_\_\_\_\_  
Street Number, City, State, Zip

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

PARCEL NUMBER: \_\_\_\_\_ ZONE DISTRICT: \_\_\_\_\_

APPLICATION FOR: (Please describe the project.) \_\_\_\_\_  
\_\_\_\_\_

I hereby apply for consideration and conditional approval by the above checked Board or Commission. I understand that any approval is not valid until application fees are received by the Town. I have obtained and reviewed information on the criteria used in evaluation by these bodies and/or reviewed the applicable provisions in the Town Zoning Ordinance. I understand that this application will not be scheduled for consideration until all required materials have been submitted and reviewed.

Applicant's signature \_\_\_\_\_ Date: \_\_\_\_\_

### TOWN USE BELOW:

RECEIVED FROM: \_\_\_\_\_

Received the sum of \$ \_\_\_\_\_ as:  Check No. \_\_\_\_\_  Cash  
Fee schedule item below . (Ord. 332)

ON DATE: \_\_\_\_\_ BY: \_\_\_\_\_ FOR: \_\_\_\_\_

**DESIGN REVIEW**

**Please review ZONING ORDINANCE, SECTION 304**

All applications for Design Review Board approval shall include the following:

1. Eight (8) copies of the plot plan or site layout including all improvements drawn to scale
2. One (1) set of legible photographs showing all sides of existing structures
3. One (1) set of legible photographs showing adjoining properties, buildings and structures
4. Exterior elevations, drawn to scale
5. Materials and color samples
6. Signs, where applicable
7. Buildings, structures, etc. To be demolished or removed

Each application for design approval will be filed with the Zoning Administrator to be forwarded to the Design Review Board. The application for approval shall be submitted with copies of the plan. Each copy shall be on one or more sheets of paper not measuring more than twenty four inches (24") by thirty six inches (36"), drawn to a scale not smaller than forty feet (40') to the inch. The following checklist is provided for the applicant's convenience to insure inclusion of all necessary data.

- \_\_\_\_\_ Plot plan or site layout drawn to scale
- \_\_\_\_\_ Elevations drawn to scale
- \_\_\_\_\_ Photos of site
- \_\_\_\_\_ Photos of adjoining properties
- \_\_\_\_\_ Material samples
- \_\_\_\_\_ Color Samples
- \_\_\_\_\_ Additional information requested by Zoning Administrator
- \_\_\_\_\_ Additional information requested by Design Review Board

**Signs**

**Please review ZONING ORDINANCE, SECTIONS 303 and 509**

- \_\_\_\_\_ Eight copies, drawn to scale, 1 or more sheets of paper no more than 24" X 36"
- \_\_\_\_\_ Dimensions
- \_\_\_\_\_ Materials
- \_\_\_\_\_ Colors
- \_\_\_\_\_ Lettering
- \_\_\_\_\_ Structure
- \_\_\_\_\_ Lighting of sign
- \_\_\_\_\_ Drawing or photo of building façade indicating proposed location of sign
- \_\_\_\_\_ Drawing or photo indicating all other existing signs

13. Performance Standards. Please review and indicate compliance with the following:

Standard	Compliance guaranteed
Noise	_____
Smoke	_____
Glare or heat	_____
Vibration	_____
Fly ash, dust, fumes, vapors, gases or other forms of air pollution	_____
Liquid and solid waste	_____
Odors	_____

14. Is land suitable for building? (Engineering verification may be necessary) \_\_\_\_\_  
Slope \_\_\_\_\_  
Engineering report submitted? \_\_\_\_\_

15. Home Occupation? \_\_\_\_\_

16. Exterior lighting \_\_\_\_\_

17. Walls and Fences \_\_\_\_\_

18. Accessory building(s) \_\_\_\_\_

Square Footage \_\_\_\_\_ Height \_\_\_\_\_

19. Projections from building (type of projection in feet) \_\_\_\_\_