TOWN OF JEROME, ARIZONA

Founded 1876
Incorporated 1899

Jerome Town Hall and Civic Center
600 Clark Street
P.O. Box 335, Jerome, AZ 86331
(928) 634-7943 FAX (928) 634-0715
www.jerome.az.gov

APPLICATION FOR PLANNING & ZONING COMMISSION

PLEASE PRINT LEGIBLY SO THAT PROCESSING WON'T BE DELAYED.

APPLICANT'S NAME: _____

MAILING ADDRESS: _____

TELEPHONE: _____ EMAIL: _____

PROJECT ADDRESS: _____

PARCEL NUMBER: _____ ZONE DISTRICT: _____

APPLICATION FOR (Please describe the project.): _____

_____

- I hereby apply for consideration and conditional approval by the above 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 application 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: _____ DATE: _____

Received the sum of $_____ as: [___] Check No. _____ [___] Cash [___] Credit Card

Per Fee schedule – Ordinance 332

BY: _____ FOR: _____

For TTY Access, Call the Arizona Relay Service at 1-800-367-8939 and ask for Town of Jerome at 928-634-7943

PLANNING & ZONING – Please review ZONING ORDINANCE, ALL OF §303, Conditional Use Permits must also be approved by Council

ZONING DISTRICT: _____ PROPOSED USE: _____

PERMITTED USE: [___] CONDITIONAL USE: [___]

PROPERTY DESCRIPTION

1. Non-conforming lot of record? _____
2. Name of connecting public street _____
3. Public water (domestic)? _____ Public Sewer? _____

   Public water (fire suppression?) _____ Public Septic? _____
4. Lot area _____ Required for zone _____
5. Lot width _____ Required for zone _____
6. Square footage of building _____ Required for zone _____

   Square footage of footprint _____
7. Percentage of lot covered _____
8. Yards

   Front _____ Front of buildings within 100' _____

   Side yard (1) _____ Side yard (2) _____

   Rear yard _____

   Single or double frontage _____
9. Building height from median _____ Maximum face _____

   Engineering may be required on Items 10 and 11
10. Fill required? _____ Evidence of safety of fill _____
11. Excavation required? _____ Evidence of safety of excavation _____
12. Design Review required? _____

Sign proposed?_____

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) _____

    _____

PARKING AND LOADING – Please review ZONING ORDINANCE, §510

1. Use _____

2. Is this a change of use or a new use of a pre-existing structure? _____

3. Loading requirement _____

   How will requirements be fulfilled? _____

4. Parking requirement _____

   How will requirement be fulfilled? _____

5. Off-street parking

   Spaces required _____

   Spaces provided _____

   Access from public street (which street) _____

   Dimensions _____

   Grading required _____

   Surface _____

   Circulation pattern and exiting procedure _____

PLAN REVIEW

Each application for design approval will be filed with the Zoning Administrator to be forwarded to the Planning & Zoning Commission. The application for approval shall be submitted with eight (8) identical 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, which show the features referenced in Section 303 I.C. 1-11. The following checklist is provided for the applicant's convenience to ensure inclusion of all necessary data.

- _____ Eight (8) copies of the site plan enclosed
- _____ North arrow
- _____ Scale
- _____ Lot dimensions
- _____ Street dedications
- _____ Easements
- _____ Utilities
- _____ Property lines
- _____ Location of all buildings and structures and number of stories (building height)
- _____ Vicinity sketch
- _____ Adjacent properties and their uses
- _____ Dimensions of all required yards
- _____ Lot coverage
- _____ Space between buildings
- _____ Dimensions of all proposed walls and fences
- _____ Exterior lighting
- _____ Parking and loading
  - _____ Location of spaces
  - _____ Number of spaces
  - _____ Dimension of spaces
  - _____ Circulation patterns
  - _____ Surface materials
- _____ Existing and proposed drainage
- _____ Existing natural features (rock outcroppings, washes, etc.)
- _____ Existing man-made features (roads, walkways, stairways, etc.)
- _____ Existing and proposed grades
- _____ Slope of property
- _____ Proposed excavation and grading
- _____ Engineering reports where needed

PLAN REVIEW CHECKLIST CONTINUED ON NEXT PAGE

_____ Driveways - proposed

- _____ Location
- _____ Number
- _____ Dimensions
- _____ Circulation patterns
- _____ Surface materials

_____ Other access ways – proposed

- _____ Location
- _____ Number
- _____ Dimensions
- _____ Circulation patterns
- _____ Surface materials

_____ Pedestrian walkways and stairways - proposed

- _____ Location
- _____ Number
- _____ Dimensions
- _____ Circulation patterns
- _____ Surface materials

_____ Legal description of property to be developed

_____ Additional information requested by Zoning Administrator

_____ Additional information requested by Design Review Board

PLEASE NOTE:
After Planning & Zoning Commission approval and Design Review Board approval, building projects must then be submitted to the Building Inspector for review, approval and issuance of building permit(s).

REGARDING BUILDING PERMITS:
There are additional fees required for building permits to reimburse the Town for costs of providing plan review and construction inspection services. Please refer questions to the Building Inspector. Commercial projects, and some residential projects, generally require plans to be prepared and/or sealed by an Arizona registrant, such as a licensed architect or engineer, per A.R.S. §32-144. Licensed contractors are required for construction projects per A.R.S. §32-1121.