Revised 6/2011

Land Use Application Form

1. Application is made for:

Zoning Map Change	Use Permit	General Plan Amendment
Conceptual Plan Review	Preliminary Plat	Final Plat
PUD Zoning	Variance	Sign
Street Abandonment	Minor Land Division	Wireless Tower
Appeal	Verification of Non-Conforming Use	Utility Exemption

Site Plan Compatibility Review (Commercial)

Other:_____

2. Project Name:_____

Please print or type legibly

3. Contact information: *(a list of additional contacts may be attached)*

Owner Name:_____ Applicant Name:_____

Address:_____ Address:_____

Phone:_____ Phone:_____

E-mail:_____ E-Mail:_____

4. Property Description:

Address or Location:_____

Existing Zoning:_____ Existing Use:_____

Proposed Zoning:_____ Proposed Use:_____

5. Purpose: *(describe intent of this application in 1-2 sentences)*

_____

_____

6. Certification:

I certify that I am the lawful owner of the parcel(s) of land affected by this application and hereby consent to this action.

Owner:_____ Date:_____ **AND**

I certify that the information and attachments I have submitted are true and correct to the best of my knowledge. In filing this application, I am acting with the knowledge and consent of the property owner(s). I understand that all materials and fees required by the Town of Camp Verde must be submitted prior to having this application processed.

Applicant:_____ Date:_____

Revised 6/2011

Staff Use Only
Application Number:_____
Received By:_____
Date:_____
Fees Paid:_____
Complete: Y N

Underground Utilities Exemption

Application Instructions

A special permit to waive the Underground Requirements may be issued by the Town of Camp Verde per Ordinance 2000-A154 which was amended January 17, 2001.

Required for an Underground Utilities Exemption

Complete sets of these documents are required at the time of application.
The required quantities are shown next to each item. *(See Ordinance 2000-A154)*

		Staff Use only
1.	Application submittal	Y N
2.	Application fee as per the current fee code.	Y N
3.	Completed ***Land Use Application*** form.	Y N
4.	Letter requesting an exemption explaining the circumstances and reason for requesting the waiver.	Y N

Site Plan Submittal: 8 ½" x 11" for residential or 24" x 36" for commercial. Y N

-Boundaries of property
-Existing Buildings
-Existing electrical utility location (if any)
-Proposed electrical utility location

Note: Granting of a special permit is rare and shall not undermine the purpose of Ordinance 2000-A154. Cost disparity in itself shall not constitute grounds for issuance of a special permit. A request for a special permit shall be filed with the Community Development Director for approval. If the permit is denied, the applicant may file a request for review with the Board of Adjustment and Appeals, and a final appeal to Superior Court.

Criteria for exemption may include:

-Significant physical obstructions.
-Replacement of existing system poles or lines with more properly placed lines with equal or fewer number of poles in areas where overhead lines already exist.
-Prior ownership of single family lots for owner personal residence in areas of existing overhead service.

Please Note: Once an application is deemed complete, payment will be accepted

ORDINANCE NO. 2000-A154
[AMENDED JANUARY 17, 2001]

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, REQUIRING PLACEMENT OF UTILITIES UNDERGROUND AND ESTABLISHING A PERMIT

WHEREAS, municipalities may under ARS 9-240.B.3 regulate streets and other public ways within the corporate limits, and

WHEREAS, placement of electrical, telephone, cable, and related utilities underground would increase the aesthetics of the community **in new and expanding development areas**, provide for additional safety from accidental contact by persons or machinery, and preserve the distribution systems in the event of inclement weather and natural disasters, and

WHEREAS, the establishment of a permit system to monitor utility location would provide a record of underground facilities as required in ARS 40-360.30,

NOW, THEREFORE, be it ordained by the Common Council of the Town of Camp Verde:

1. Definitions: In this ordinance, unless the context otherwise requires:

- *Developer* shall be deemed to be any individual, firm, **LLC,** corporation, partnership, association, syndication, trust, governmental agency, or other legal entity that is responsible for the development or redevelopment of land that creates any **multiple** demand for any utility service or causes alteration of existing utility services, other than the serving utility. **A "developer" shall not include individuals who own single family residential lots and wish to build on that lot for personal use.**
- *Existing utility system* means such poles, structures, wires, cables, transformer, and other related facilities that are in place and in operation within 90 days of the **original** effective date of this ordinance, or improvements or changes hereinafter made to maintain service capabilities of exiting facilities and utility drops, but it does not include extensions made to existing distribution lines **in areas being infilled by single family residences by non-developers where overhead lines already exist.**
- *New utility system* means such poles and structures, wires, cables, transformers, and all other related facilities used in or as a part of the distribution or transmission of electricity, telephone, telegraph, radio, internet, or television communications that are not in place as of the effective date of this ordinance, or new extensions made from existing poles and wires **into new areas beyond where existing overhead lines already exist.**

- *Service drop* refers to that line which extends from the service utility's existing utility system and connects to the individual customer who is the ultimate user of that service

2. ***Permit for Above Ground Installation.*** After the effective date of this ordinance, no developer shall erect any new utility system, nor relocate an existing utility system, within Town limits above the surface of the ground, **into areas expanding beyond where overhead lines already exist**, unless a special permit described herein is first granted by the Town. The undergounding requirements herein shall apply regardless of the existence or availability of easements for overhead lines. The developer shall be required to comply with any underground policy of the utility, and undergrounding shall be completed and approved prior to any occupancy of the project. If poles are removed which include street lights, the street lights will be replaced by the developer at its cost with freestanding poles and luminaries approved by the Town. In the event the utility company adds new poles or lines as a system upgrade or power line extension, it shall be considered the developer, and pay any undergrounding costs. In cases where utility lines are required to be placed underground due to a combination of needs generated by (re)development, utility system upgrade, and governmental improvement projects, there shall be an equitable sharing of the cost of that undergrounding effort between the Town or governmental agency, utility, and developer.

3. ***Exemptions.*** This ordinance shall not apply to transmission or feeder lines having a voltage rating greater than 12,500 volts; switchyards and substations utilized in a new utility system; pad-mounted transformers, cabinets, pull boxes, and similar on-the-ground equipment; temporary service equipment for emergency services, special events, or construction sites; service drops from existing overhead lines, unless underground service is required under municipal or state subdivision statutes or codes; or normal maintenance and repairs of existing utility systems. **Criteria for judging exemptions may include:**

    - ***Significant physical obstructions which prevent the practical implementation of the intent of the ordinance***
    - ***Replacement of existing system poles or lines with more properly placed lines with equal or fewer number of poles in areas where overhead lines already exist***
    - ***Prior ownership of single family lots for one personal residence in areas of existing overhead service***

4. ***Special Permits.*** A special permit to waive the underground requirements of this ordinance may be issued by the Town. Granting of a special permit is rare and shall not undermine the purpose of the ordinance. Cost disparity in itself shall not constitute grounds for issuance of a special permit. A request for a special permit shall be filed with the Community Development Director for approval. If the permit is denied, the applicant may file a request for review with the **Board of Adjustment, and a final appeal to Superior Court.**

5. ***Permits.*** Developers shall be required to submit a written application to obtain a construction permit for undergrounding of facilities as part of the permit process. The content of the permit shall be established from time-to-time by the Community Development Director and/or Town Engineer, but shall include as a minimum:
   - *Plot plans to scale showing the proposed location of the underground facilities, cross-sections of the below grade areas, and other information necessary to properly identify and record the work*
   - *Roadway cut permits from the Town or ADOT, and a traffic control plan, if needed*
   - *Performance bonds and insurance*

Passed and adopted April 5, 2000, **and amended January 17, 2001**:

SUPERCEDES
Original Ord 2000-A154

Barbara Miller, Mayor:
Barbara Miller

Attest:
Town Clerk

Approved as to form:
Town Attorney

Please Publish: January 24th & 26th

Sent To : Bugle
Fax # : 634-2312
Date : 1-19-01
Time : ~~1-19-01~~ 11:50Am
Fax'd By : GB