



TOWN OF CAMP VERDE
Community Development Department
Building Safety Division
473 S. Main St., Suite 108
Camp Verde, AZ 86322
Phone: (928) 554-0050 Fax: (928) 567-7401
Website: www.campverde.az.gov

BUILDING PERMIT APPLICATION

Miscellaneous Project

Block/retaining walls, solar installations, pools/spas and similar projects.

In order to process a miscellaneous permit, the following must be submitted:

(Please place a check mark in each box to verify completion of each item **if not completed permit application will not be accepted**)

- Two (2) sets of plans (residential) Five (5) sets of plans (commercial)** must be submitted on a minimum of 18"x 24" and a maximum of 36"x 48" size paper at no less than 1/4" = 1' and details at 1/2" = 1' based on the currently adopted Codes, including calculations. ***Building Official may accept reduced size.***
- Cover sheet shall include**
 - Contacts (principal, company name, address and phone number)
 - Parcel number & Address
 - Owners name, address and phone number
 - Sheet index
 - Project data (codes referenced, zoning, use, site coverage, occupancy, building height, construction type, square footages, building area, setbacks, sprinklers etc.)
- Site Plan to scale (including an 8.5" x 11" site plan to scale)** showing the following:
 - Assessor's parcel number
 - Indicate scale (may be engineer or architect's scale)
 - Project Address
 - Signature of owner/authorized agent with a date
 - Parcel diagram (lines)
 - Dimensions of property
 - Show dimension and setbacks of all buildings/structures to property lines and between new and existing buildings/structures
 - Adjacent streets and alleys
 - Location and dimensions of easements that apply with proof of legal access
 - Indicate front of property
 - Indicate north
 - Ingress/Egress driveway location
 - Location of septic tank and leach line (include dimensions, size and setback or distance from proposed building)
 - Location of propane tanks
 - Indicate existing topographical contours (solid line) and proposed contours (dashed line)
 - Indicate any required cut and fills and cubic yard of each

- Location of any terrain features that affect placements including washes, creeks or ditches within 20 feet of the building site
- Designation of Agent**
- Completed permit application**
- 8.5" X 11" Site Plan** (to scale)
- Contractor Information Form** (Note: All contractors must have a valid license issued by the State and have a Town business license)
- Completed lighting permit and lumen calculation** sheet for all outside lighting to be installed, as applicable
- Deposit** in accordance with the current fee schedule

Note: Additional information may be required as determined by the Building Official. A separate permit will be required for all tenant improvements and/or deferred submittal items.

AN INCOMPLETE APPLICATION WILL CAUSE YOUR PERMIT TO BE DELAYED



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*Designation of Agent
Property Development*

Parcel Number: _____ Date: _____

Owner: _____

Address: _____

Phone: () _____ E-mail: _____

WHEREAS, the above property owner is seeking to develop or improve real property within the municipal limits of the Town of Camp Verde, Yavapai County, Arizona, which will require the filing, processing, and payment of certain zoning, construction and inspection permits and reports, both from the Town and related agencies, and

WHEREAS, the owner elects to designate an agent with authority to file and process all necessary permits and information related to property zoning and improvement, including the authority to pay fees and consent to inspections,

NOW THEREFORE, the undersigned owner hereby designates _____, whose address is: _____,

as agent to file the permit applications and related documents with the Town of Camp Verde, with such authority to continue to _____, 200__, or the application process is complete, whichever is later, or as may be earlier revoked in writing.

_____,
_____, Owners (s)



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DATE
 RECV'D: _____

PERMIT
 NO. _____

APPLICATION FOR PERMIT

PROPERTY AND BUILDING INFORMATION

PARCEL NO: _____ LEGAL DESCRIPTION _____

PROJECT ADDRESS _____

DESCRIPTION OF PROJECT _____

HAS WORK COMMENCED ON THIS PROPERTY? _____ SQUARE FOOTAGE _____ APPLICANT'S VALUATION _____

PROJECT TYPE: RESIDENTIAL COMMERCIAL INDUSTRIAL NEW ALTERATION/REMODELING ADDITION DEMOLITION

PROPERTY OWNER INFORMATION

OWNER NAME _____

MAILING ADDRESS _____ CITY _____

STATE _____ ZIP _____ PHONE _____

Attention Applicant: If you are not the owner of this parcel, you must have something in writing from the owner granting you permission to take out this permit. Also, if you recently purchased this parcel you may have to show proof of ownership documentation.

APPLICANT OR CONTRACTOR INFORMATION

OWNER AGENT CONTRACTOR TENANT

APPLICANT NAME _____

MAILING ADDRESS _____ CITY _____

STATE _____ ZIP _____ PHONE _____

CONTRACTOR'S LICENSE # _____ CLASS _____ TOWN BUSINESS LICENSE # _____

THE FOLLOWING INFORMATION IS REQUIRED FOR COMMERCIAL, INDUSTRIAL, AND MULTI-FAMILY PROJECTS ONLY

PROPOSED USE _____ EXISTING USE _____

PROPOSED CONSTRUCTION TYPE WALLS: Combustible Non-Combustible ROOF STRUCTURE: Combustible Non-Combustible

EXISTING CONSTRUCTION TYPE WALLS: Combustible Non-Combustible ROOF STRUCTURE: Combustible Non-Combustible

IF THIS IS AN EXISTING BUILDING, DOES IT HAVE A FIRE SPRINKLER SYSTEM?: _____ FIRE ALARM SYSTEM?: _____

OCCUPANCY LOAD: _____ IBC OCCUPANCY TYPE: _____ IBC CONSTRUCTION TYPE: _____

CURRENT CODE REQUIREMENTS:

2006 INTERNATIONAL BUILDING CODE
 2005 NATIONAL ELECTRIC CODE
 2006 INTERNATIONAL MECHANICAL CODE
 2006 INTERNATIONAL PLUMBING CODE
 2006 INTERNATIONAL FUEL GAS CODE
 2006 INTERNATIONAL RESIDENTIAL CODE
 2003 INTERNATIONAL FIRE CODE
 2006 ENERGY CONSERVATION CODE
 2006 EXISTING BUILDING CODE

The Applicant assumes all responsibility for complying with any deed restrictions (CC&R's) that may apply to the property.

UNDER PENALTY OF INTENTIONAL MISREPRESENTATION AND/OR PERJURY, I DECLARE that I have examined and/or made this application and it is true and correct to the best of my knowledge and belief. I agree to construct said improvement in compliance with all provisions of the Ordinances of the Town of Camp Verde. I realize that the information that I have stated heron forms a basis for the issuance of the Building Permit herein applied for and approval of any plans in connection therewith shall not be construed to permit any construction upon said premises or use thereof in violation of any provision of the Town Code or any other ordinance or to excuse the owner or his successors from complying therewith. WHERE NO WORK HAS COMMENCED WITHIN 180 DAYS AFTER THE ISSUANCE OF A PERMIT OR WHEN MORE THAN 180 DAYS LAPSES BETWEEN APPROVAL OF REQUIRED INSPECTIONS, SUCH PERMIT SHALL BE VOID. I hereby certify that I am the OWNER at this address or that, for the purposes of obtaining this approval; I am acting on behalf of the owner. All contract work on this project will be done by a contractor holding a valid privilege tax license issued by the Town of Camp Verde and contractor's license issued by the State of Arizona.

OWNER APPLICANT

NAME (Printed) _____ SIGNATURE: _____

BUILDING		
ELECTRICAL		
PLUMBING		
ZONING CLEARANCE		
MECHANICAL		
POOLS		
FENCES		
DEPOSIT		
TOTAL		
RECEIPT#:		
CHECK #		
APPLICATION TAKEN BY:		

TOWN OF CAMP VERDE
COMMUNITY DEVELOPMENT DEPARTMENT
PLOT PLAN SKETCH

Show lot/parcel lines and dimensions, adjacent streets and alleys, front of property, driveway, location of all proposed and existing buildings including dimensions, all building setbacks and distances between buildings, location of septic tank and leach lines, locations of incoming water yard lines and meter, electric yard line and meter, gas lines and tanks, any terrain features that affect placements, location and dimensions of easements and any washes, creeks or ditches within 20 feet of the property.

PERMIT #	ASSESSOR'S PARCEL #	ADDRESS

I/we certify that the proposed construction will conform to the dimensions and uses shown and that no changes will be made without first obtaining approval. All structures (including fences, walls and pads, correct setback distances, legal access and easements, cuts, fills, drainage and any water course on or adjacent to the property within 20 feet of any proposed or existing structure has been indicated.



Scale: _____

Approved By: _____

Signature of Owner or Authorized Representative

Date

Date: _____

32-1169. Local proof of valid license; violation; penalty

A. Each county, city or other political subdivision or authority of this state or any agency, department, board or commission of this state which requires the issuance of a building permit as a condition precedent to the construction, alteration, improvement, demolition or repair of a building, structure or other improvement to real property for which a license is required under this chapter, as part of the application procedures which it utilizes, shall require that each applicant for a building permit file a signed statement that the applicant is currently licensed under the provisions of this chapter with the applicant's license number and the applicant's privilege license number required pursuant to section 42-5005. If the applicant purports to be exempt from the licensing requirements of this chapter, the statement shall contain the basis of the asserted exemption and the name and license number of any general, mechanical, electrical or plumbing contractor who will be employed on the work. The local issuing authority may require from the applicant a statement signed by the registrar to verify any purported exemption.

B. The filing of an application containing false or incorrect information concerning an applicant's contractor's license or transaction privilege license with the intent to avoid the licensing requirements of this chapter is unsworn falsification pursuant to section 13-2704.

I am currently a licensed contractor: Name _____

License No. ROC _____ License Class _____

Signature _____ Title: _____

EXEMPTION FROM LICENSING

I am exempt from Arizona contractors' license laws on the basis of the license exemptions contained in A.R.S. §32-1121A, namely:

- A.R.S. §32-1121A.5 – I am the owner/builder of the property and the property will not be sold or rented for at least one year after completion of this project.
- A.R.S. §32-1121A.6 – I am the owner/developer of this property and I will contract with a licensed general contractor to provide all construction services. All contractors' names and license numbers will be included in all sales documents.
- Other - _____
(Please specify)

I understand that the exemption provided by A.R.S. §32-1121A.14 (the Handyman Exemption) does not apply to any construction project which requires a building permit and/or the total cost of materials and labor are \$1000 or more.

I will be using the following licensed contractors on this project:

_____ License No. ROC _____ Class _____
(General Contractor)

_____ License No. ROC _____ Class _____
(Mechanical Contractor)

_____ License No. ROC _____ Class _____
(Electrical Contractor)

_____ License No. ROC _____ Class _____
(Plumbing Contractor)

SIGNATURE _____ DATE _____

Falsification of information on this document for the purpose of evading State licensing laws is a Class II misdemeanor pursuant to A.R.S. §13-2704.



Attention Building Permit Applicant:

The Town of Camp Verde Building Department is now requiring that a lighting permit and lumen calculation sheet be submitted with all permit applications for new construction; for both residential and commercial development. To help you understand the information needed to fill out the form, we have included with your building permit application a graphic illustration of the differences between shielded and unshielded light fixtures and a lumens calculation sheet of different types of light bulbs. You must use the maximum size bulb allowed by the manufacture of the lamp to figure your lumens. This will be found on the lamp itself or on the packing material.

Unshielded lights (all types) are limited to a maximum of 5,500 lumens per net acre. Residential parcels and Development Projects containing one net acre or less are allowed 5,500 lumens of unshielded light (all Classes).

For more information on our lighting ordinance you may visit our website at www.campverde.az.gov and look at the Planning & Zoning Ordinance Section 405 or call the Planning & Zoning office at 928.554-0050 and staff will answer any of your questions.

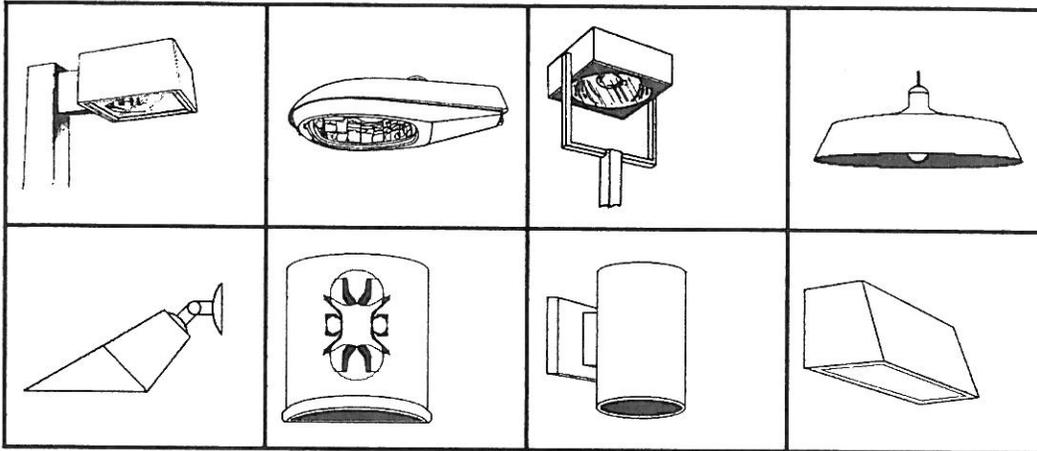
Please help us protect our dark skies and rural lifestyle.

The Community Development Department
Town of Camp Verde, Arizona

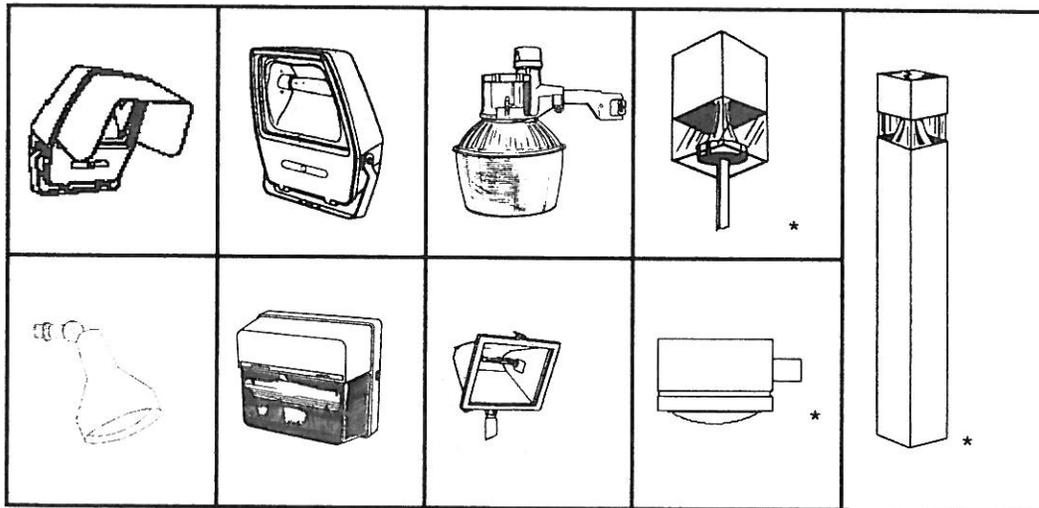
1. Shielding:

A practical working way to determine if a fixture or tube is fully shielded: if the lamp or tube, any reflective surface, or lens cover (clear or prismatic) is visible when viewed from above or directly from the side, or from any angle around the fixture or tube, the fixture or tube *is not* fully shielded.

Examples of fixtures that are Fully Shielded (Note: to be fully shielded these fixtures must be closed on top and mounted such that the bottom opening is horizontal):



Examples of fixtures that are NOT Fully Shielded:



* Note: even though the lamp in these fixtures is shielded from direct view when viewed from the side or above, reflective surfaces and/or lens covers *are* directly visible from the side.

Note for luminous (neon) tubes: when such lighting is installed under or behind a roof overhang, if the roof-line or eave is not horizontal the tubing may be visible from above when viewed from the side and therefore be unshielded.

Lamp Type	Lumen Output (Initial)
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**Low Pressure Sodium
(LPS):**

18 Watt	1800
35 Watt	4800
55 Watt	8000
90 Watt	13500
135 Watt	22500
180 Watt	33000

**High Pressure Sodium
(HPS):**

35 Watt Clear	2250
50 Watt Clear	4000
70 Watt Clear	6300
100 Watt Clear	9500
150 Watt Clear	16000
200 Watt Clear	22000
250 Watt Clear	29000
400 Watt Clear	50000
1000 Watt Clear	140000

**Metal Halide (MH)
(Example Sylvania
'Metalarc' series):**

100 Watt	8000
175 Watt	14000
250 Watt	16000
400 Watt	36000
1000 Watt	84000

**Fluorescent (Standard
Cool-White, 1.5-inch
tubes):**

21 Watt F24T12/CW	1190
30 Watt F36T12/CW	2050
36 Watt F42T12/CW	2450
39 Watt F48T12/CW	3000

50 Watt F60T12/CW	3700
52 Watt F64T12/CW	3900
55 Watt F72T12/CW	4600
70 Watt F84T12/CW	5400
75 Watt F96T12/CW	6300

Incandescent Lights:

15 Watt Standard	120
25 Watt Standard	210
40 Watt Standard	490
60 Watt Standard	855
75 Watt Standard	1180
100 Watt Standard	1750
150 Watt Standard	2800
200 Watt Standard	3850

**Tungsten Halogen
(Quartz):**

75 Watt	1400
100Watt	1800
150 Watt	2800
250 Watt	5000
500 Watt	10100

