



Town of Camp Verde

Community Development Department – Building Division

◆ 473 S. Main Street, Suite 108 ◆ Camp Verde, Arizona 86322 ◆

◆ Telephone: 928.554.0050 ◆ www.campverde.az.gov ◆

COMMERCIAL GRADING PERMIT APPLICATION

Note: Please see Section 401 – Grading/Drainage/Detention of the current Planning & Zoning Ordinance for additional information and requirements.

In order to process a commercial grading permit application, the following information must be submitted:

- Completed Application Packet** - including project information, property information, property owner information, applicant information, designation of agent, contractor information, and plot plan sketch and *if applicable*, a Special Structural Inspections Certificate and Driveways/Culvert Application.
 - **Please Note: All contractors must have a valid ROC License and Town Issued Business License.**
- One (1) Set Of Electronic PDF Construction Documents (Plans)**
- Five (5) Sets Of Construction Documents (Plans)** – One (1) Set Provided Must Be Original Wet Seal
 - Plans must be submitted on a minimum of 18” x 24” and a maximum of 36” x 48” size paper at no less than ¼” = 1’ and details at ½” = 1’. Plans, including calculations shall be legible and easy to read, and of sufficient clarity to indicate the location, nature and extent of the work proposed.
 - Cover Sheet** – Including The Following Information:
 - Contacts (Principal, Company Name, Address & Phone Number)
 - Parcel Number & Address
 - Owners Name, Address & Phone Number
 - Sheet Index
 - Project Data (Codes Referenced, Zoning, Use, Site Coverage, Cut & Fill Amounts, etc.)
 - Site Plan** - Including An 8.5” x 11” Plot Plan Drawn To Scale Or Dimensioned Indicating The Following:
 - Assessor’s Parcel Number and Project Address
 - Scale Used (May Be Engineer Or Architect’s Scale)
 - Direction of North
 - Parcel Diagram (Including Property Lines and Dimensions)
 - Label front of property.
 - Label adjacent streets or alleys within 150’ of property. Indicate width, length, turning radius and grade.
 - Indicate location and dimensions of easements that apply with proof of legal access.
 - Indicate ingress/egress (driveway locations).
 - Indicate topography, both existing and proposed, with contour lines shown in two (2) foot increments.
 - Indicate the location of any terrain features that affect placements including washes, creeks or ditches within twenty (20) feet of the building site.
 - Indicate all existing and proposed buildings and structures (actual footprints).
 - Indicate dimension and setbacks of all buildings to property lines and between new and existing structures.
 - Indicate utility easements and lines.
 - Indicate location of existing or proposed septic tank and leach lines, sewer line(s), water line(s), fire hydrant(s), electric and any other utility lines (including dimensions, size and setback or distance from proposed building).
 - Indicate location of well (if applicable).
 - Indicate location of propane tanks (including dimensions, size and setback or distance from proposed building, if applicable).
 - Delineate parking spaces and include ADA accessibility.
 - Show calculations for number of required parking spaces for type of use.
 - Indicate areas to be landscaped (15% of parking area) and list plant types and size.
- Civil Plans** – Shall Include and Be Designed and Sealed by an Arizona Registered Design Professional.
 - Paving, Grading and Drainage Plan.
 - Storm Water Pollution Prevention Plan (if applicable).
 - Water and Sewer Plans.
 - Utility locations and connections.
 - Sealed Engineers cost estimate for off-site improvements to include a 10% contingency to be approved by the Town Engineer.
 - Notarized Bond for off-site improvements with additional 20% contingency of Engineer’s total cost estimate, to be approved by Town Attorney.
- Four (4) Copies of Drainage Report** – One (1) Copy Provided Must Be Original Wet Seal.
- Three (3) Copies of Engineered Soils Report** – One (1) Copy Provided Must Be Original Wet Seal.

- ADEQ Notice of Intent (NOI)/Authorization To Discharge** – If Applicable
 - A hard copy application has been attached to this application packet along with instructions provided by the Arizona Department of Environmental Quality (ADEQ). The NOI can also be submitted online: <https://az.gov/app/smartnoi>.
- Deposit** will be collected upon submittal of application in accordance with the current adopted fee schedule.

PLEASE NOTE: A Notice of Termination from the Arizona Department of Environmental Quality (ADEQ) along with Two (2) sets of As-Built Plans and/or Engineer’s Letter Of Certification of Grading Improvements will be required as a condition of the permit prior to final approval and/or bond release.

Additional Information may be required as determined by the Building Official/Town Engineer.
A separate permit will be required for all deferred submittal items.

The Following Approvals May Be Required Before A Commercial Grading Permit Is Issued:

- Camp Verde Building Department
- Camp Verde Planning & Zoning Department
- Camp Verde Public Works Department
- Camp Verde Waste Water Division
- Camp Verde Fire District
- Yavapai County Environmental Services
- Yavapai County Flood Control
- Yavapai County Health Services – (Submit Plans Directly To Yavapai County For Approval)
- Arizona Department of Transportation – ADOT (Submit Plans Directly To ADOT For Approval)
- Arizona Department of Environmental Quality – ADEQ (Submit Plans Directly To ADEQ For Approval)

AN INCOMPLETE APPLICATION WILL CAUSE YOUR PERMIT TO BE DELAYED



Handicap Relay: 711 or Voice: 1-800-842-4681 TTD: 1-800-367-8939





Town of Camp Verde
Community Development – Building Division
 ♦ 473 S. Main Street, Suite 108 ♦ Camp Verde, Arizona 86322 ♦
 ♦ Telephone: 928.554.0050 ♦ www.campverde.az.gov ♦

OFFICIAL USE ONLY:

PERMIT NUMBER: _____

TIME/DATE STAMP: _____

APPLICATION FOR PERMIT

PROJECT INFORMATION:

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

DESCRIPTION OF PROJECT: _____ VALUATION: \$ _____

HAS CONSTRUCTION STARTED ON THIS PROPERTY: YES NO SQUARE/LINEAR FOOTAGE: _____ BLDG HEIGHT: _____

PROPERTY INFORMATION:

PARCEL NUMBER: _____ - _____ - _____ PHYSICAL ADDRESS: _____

DITCH INFORMATION (IF APPLICABLE):

DITCH NAME: _____ PROPOSED PROJECT'S DISTANCE FROM DITCH: _____

SANITATION SERVICE PROVIDED BY:

CAMP VERDE WASTE WATER (SEWER) PERMIT # _____ SEPTIC SYSTEM PERMIT # _____

Note: Sewer connection permits must be obtained directly from the Camp Verde Waster Water Division. Please contact the Waste Water Division at (928) 567-6794. Septic permits must be obtained directly from Yavapai County Development Services. Please contact Yavapai County at (928) 639-8151 or www.yavapai.us.

WATER SERVICE PROVIDED BY:

CAMP VERDE WATER COMPANY VERDE LAKES WATER COMPANY WELL – PERMIT NUMBER: _____

Note: Well licensing information can be obtained through Arizona Department of Water Resources (ADWR). Please contact ADWR at (602) 771-8500 or www.azwater.gov.

PROPERTY OWNER INFORMATION:

OWNER(S) NAME: _____

MAILING ADDRESS: _____ CITY: _____ STATE: _____

ZIP CODE: _____ PHONE: (_____) _____ - _____ E-MAIL: _____

Note: If you recently purchased this property and Yavapai County does not yet reflect you as the current property owner, you will be required to show proof of ownership documentation at the time of application submittal.

APPLICANT INFORMATION:

OWNER TENANT AGENT CONTRACTOR OTHER

APPLICANT NAME: _____

MAILING ADDRESS: _____ CITY: _____ STATE: _____

ZIP CODE: _____ PHONE: (_____) _____ - _____ E-MAIL: _____

Attention Applicant: If you are not the property owner, you must have something in writing from the property owner granting you permission to act on their behalf as agent. Or the following Designation of Agent clause must be signed by the property owner:

DESIGNATION OF AGENT

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 until the application process is complete or as may be earlier revoked in writing.

OWNER NAME: _____ SIGNATURE: _____ DATE: _____

CONTRACTOR INFORMATION:

ARS §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 the chapter with the applicant's license number and the applicant's privilege license number required pursuant to ARS 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 ARS Section§13-2704.

I AM CURRENTLY A LICENSED CONTRACOR:

NAME: _____ COMPANY NAME: _____

ROC LICENSE NUMBER: _____ LICENSE CLASS: _____ TOWN BUSINESS LICENSE #: _____

SIGNATURE: _____ TITLE: _____ DATE: _____

Note: All contractors performing work within the Town of Camp Verde are required to obtain a Town Business License. Town Business Licenses can be obtained through the Clerk's Office at 473 S. Main St. Ste. 102, Camp Verde, AZ 86322.

EXEMPTION FROM LICENSING:

I am exempt from Arizona Contractors' License Laws on the basis of the license exemptions contained in ARS §32-1121A, namely:

- ARS §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.
- ARS §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 ARS §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 \$1,000 or more.

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

GENERAL CONTRACTOR	TOWN BUSINESS LICENSE NUMBER	ROC LICENSE NUMBER	LICENSE CLASS
ELECTRICAL CONTRACTOR	TOWN BUSINESS LICENSE NUMBER	ROC LICENSE NUMBER	LICENSE CLASS
MECHANICAL CONTRACTOR	TOWN BUSINESS LICENSE NUMBER	ROC LICENSE NUMBER	LICENSE CLASS
PLUMBING CONTRACTOR	TOWN BUSINESS LICENSE NUMBER	ROC LICENSE NUMBER	LICENSE CLASS

NAME: _____ SIGNATURE: _____ DATE: _____

BUILDING CODE REQUIREMENTS:

2018 INTERNATIONAL BUILDING CODE (IBC) & APPENDIX J
 2018 INTERNATIONAL EXISTING BUILDING CODE (IEBC)
 2018 INTERNATIONAL FUEL GAS CODE (IFGC) & APPENDICES A, B, C, D
 2017 NATIONAL ELECTRICAL CODE (NEC)
 2018 INTERNATIONAL RESIDENTIAL CODE (IRC) & APPENDICES M, N, Q
 TOWN CODE CHAPTER 7 – BUILDING

2018 INTERNATIONAL ENERGY CONSERVATION CODE (IECC)
 2018 INTERNATIONAL FIRE CODE (IFC) & APPENDICES B, C, D
 2018 INTERNATIONAL MECHANICAL CODE (IMC) & APPENDIX A
 2018 INTERNATIONAL PLUMBING CODE (IPC) & APPENDIX F
 2018 INTERNATIONAL SWIMMING POOL AND SPA CODE (ISPSA)

Note: 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.

NAME: _____ SIGNATURE: _____ DATE: _____

OFFICIAL USE ONLY:

Building:	\$
Plan Review:	\$
Engineering:	\$
Fire:	\$
Zoning:	\$
Total:	\$
Deposit Receipt #:	
Balance Due Receipt #:	
Type:	
Application Taken By:	

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 twenty (20) feet of the property.

PARCEL NUMBER: _____

INDICATE NORTH:



SCALE: _____

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 twenty (20) feet of any proposed or existing structure has been indicated.

NAME: _____ SIGNATURE: _____ DATE: _____

OFFICIAL USE ONLY:

PERMIT NUMBER: _____ APPROVED BY: _____ DATE: _____



Town of Camp Verde

Phone: (928) 554-0050

Community Development

473 S. Main Street, Suite 108
Camp Verde, AZ 86322

Special Structural Inspections Certificate

TO BE COMPLETED BY ENGINEER/ARCHITECT RESPONSIBLE FOR SPECIAL INSPECTIONS

PERMIT #	PROJECT NAME	PROJECT ADDRESS	
PARCEL #			
PROJECT OWNER/OWNERS AGENT	MAILING ADDRESS		PHONE #
ENGINEER/ARCHITECT NAME	MAILING ADDRESS		PHONE #
FIRM NAME	EMAIL ADDRESS		FAX #

I hereby affirm that I am familiar with the design of this project and have been designated by the Owner/Owner's Agent as the Engineer/Architect responsible for implementing the Special Structural Inspections Program required by the 2018 International Building Code, Chapter 17. I have determined that the types of work checked below require Special Structural Inspection and the individuals(s) or firm(s) named below are qualified to perform the Special Inspections. I understand and agree to inform the project owner, the contractor(s), and the Special Inspector(s) about all Special Inspection Program requirements and limitations, including that the Special Inspector(s) must be independent third-party individual(s) or firm(s) and shall not be the installing contractor(s).

(Seal, sign and date)

Y E S	N O	TYPES OF WORK REQUIRING SPECIAL STRUCTURAL INSPECTION	QUALIFIED SPECIAL INSPECTOR, INDIVIDUAL(S) OR FIRM(S)
		(ATTACH SUPPLEMENT IF NECESSARY)	(ATTACH SUPPLEMENTAL IF NECESSARY)
		CONCRETE	
		BOLTS INTALLED IN CONCRETE	
		SPECIAL MOMENT-RESISTING CONCRETE FRAME	
		REINFORCING STEEL AND PRE-STRESSING STEEL TENDONS	
		STRUCTURAL WELDING	
		HIGH-STRENGTH BOLTING	
		STRUCTURAL MASONRY	
		EXPANSION/EPOXY ANCHORS	
		SOILS	
		COMPACTION	
		OTHER (PLEASE SPECIFY)	

BUILDING OFFICIAL'S APPROVAL OF PROPOSAL OF SPECIAL INSPECTION:

BUILDING OFFICIAL: _____ **DATE:** _____

OWNER CERTIFICATION:

I hereby certify that I will employ the aforementioned Special Inspector to perform the inspections shown above.

OWNER/owner applicant: _____ **DATE:** _____

NOTES: Special Inspection weekly reports must be submitted to the owner and to the Building Official within 5 working days of the last day of the week being reported to avoid suspension of the building permit and possible Stop Work Order. A monthly summary letter is required for overall status including any outstanding items that require follow-up. The final special inspection approval letter(s) must be submitted before use or occupancy. Any variation to the special inspection proposal requires prior approval of the Building Official.

**DRIVEWAYS / CULVERT
APPLICATION FOR PERMIT TO USE
TOWN OF CAMP VERDE ROADS OR DEDICATED STREETS**

The undersigned herewith make application for a permit to enter in upon and use a portion of the right-of-way of the Town of Camp Verde roads or dedicated streets for the purpose of installing a driveway and/or driveway culvert.

LOCATION OF WORK _____

(parcel number and 911 street address if known)

FOR AND IN THE CONSIDERATION of the granting of a permit for the purpose set forth herein the Permittee hereby agrees, covenants and binds said Permittee as follows, to-wit:

CONDITIONS

1. That the permittee assumes the responsibility and all liability for any injury or damage to said highway, or to any person while using said highway in a lawful manner, caused by or arising out of the exercise of this permit.

2. **Maintenance of driveway and/or driveway culvert shall be the sole responsibility of the property owner and will in no way be responsibility of the Town of Camp Verde.** All work shall be at the sole cost and expense of the permittee and shall be done at such time and in some manner as to be the least inconvenient to the traveling public. No driveway will be approved which causes a hazard to the traveling public.

3. If at any time hereafter the right-of-way, or any portion thereof, occupied and used by the permittee may be needed or required by the Permittee, application may be revoked by the Permitter and all right thereunder terminated and upon sufficient notice, the Permittee shall and will remove all property belonging to said Permittee.

4. All culverts shall be set at the apparent flow line of the ditch. No construction done under this permit shall alter the existing characteristics of the roadway and/or the drainage ditch without prior permission from the Town of Camp Verde Engineer's office.

5. Permit shall be in effect for thirty (30) days from the date issued.

6. MISCELLANEOUS -

- a. Any and all work performed within a Town right-of-way and/or a Town maintained road shall require a permit from the Town of Camp Verde engineer's Office and shall be subject to whatever inspections that shall be deemed necessary by the Town Engineer.
- b. The Permittee shall replace all signs moved or damaged during construction.
- c. During the course of work, the Permittee shall maintain the work area in a clean and orderly condition. When a hazardous condition is created to the traveling public, barricades or proper warning devices should be used. Excess excavation, debris, etc., will not be permitted to accumulate on the road surface of shoulders. Work shall progress in such a manner that no condition such as soft trenches, drop-offs from the edge of the pavement, etc., will exist. Upon completion of installation, the Permittee shall clean the pavement surface, pull and dress shoulders, and otherwise put in order the entire work area covered by the permit to the satisfaction of the Town Engineer or his representative.

IN WITNESS WHEREOF this application has been duly signed this _____ day of _____, _____.

Name (Please Print): _____

Mailing Address: _____

Phone Number: _____

Signature of Applicant

THIS APPLICATION IS APPROVED WITH THE FOLLOWING REQUIREMENTS:

_____ NCR - No culvert is required at this time. However, if in the future this road is improved, a culvert of the proper size will be required at the owner's expense.

_____ " (inside diameter) CMP 16-gauge culvert required.

_____ " (inside Diameter) CMP 16-gauge culvert or arch equivalent required.

_____ Date

_____ Town of Camp Verde

COMMENTS:



Town of Camp Verde
Public Works Department
 395 S. Main Street
 Camp Verde, AZ 86322
 (928) 554-0820
 (928) 567-1540 Fax
 www.cvaz.org

PUBLIC WORKS FEE
SCHEDULE

SITE PLAN REVIEW	
1 st and 2 nd Reviews	\$225.00 Per Applicable Sheet
ENGINEERING REPORT REVIEW	
1 st and 2 nd Reviews <u>Includes:</u> Drainage Reports, Design Reports, Traffic Reports (TIA), Soils Reports and Other Reports	\$250.00 Per Report \$150.00 For Each Subsequent Review
CONSTRUCTION PLANS & GRADING PLAN	
1 st and 2 nd Reviews <u>Includes:</u> Civil Grading & Drainage, SWPPP, Water, Sewer, Streets, Signing & Striping, Irrigation, and Other <i>(Note: Each separate infrastructure component shall be counted and billed separately regardless of the number of components placed on one sheet)</i>	\$225.00 Per Applicable Sheet \$250.00 For Each Subsequent Review
AS BUILT PLAN REVIEW	
	\$91.00 Per Applicable Sheet
PLAT REVIEW	
1 st and 2 nd Reviews <u>Includes:</u> Preliminary and Final Plat Reviews	\$250.00 Per Applicable Sheet \$150.00 For Each Subsequent Review
RIGHT-OF-WAY	
Encroachment Permit	\$291.00
MISCELLANEOUS PLAN REVIEW	
<u>Includes:</u> Engineer's Cost Estimates, Residential Grading Plan Review, and Plan Revision Reviews	\$100.00 Per Applicable Sheet \$100.00 For Entire Residential Grading Plan Submittal/ Review
ANY ADDITIONAL INSPECTIONS	
Note: Request Form Must Be Submitted	\$50.00 Per Inspection
PRIVATE ROAD SIGNS	
New Private Road Street Signs <u>Includes:</u> Installation	\$85.00 Each
ROAD CUT PERMITS	
Excludes Utility Companies	\$50.00 Each
PUBLIC IMPROVEMENT CONSTRUCTION INSPECTION	
	\$225.00 Per Inspection

TOWN OF CAMP VERDE ENGINEERING PLAN REVIEW FEE SCHEDULE

1st Submittal 2nd Submittal 3rd Submittal *(additional fees apply)*

A COPY OF THIS FEE SCHEDULE IS TO ACCOMPANY EACH SUBMITTAL.

PROJECT NAME: _____
PROJECT ADDRESS: _____
Engineer: _____ **Phone #:** _____
Address: _____ **Fax #:** _____
Contact Person: _____ **Phone #:** _____
email: _____ **Fax #:** _____
Who is the contact person: Architect Owner Engineer other _____

TYPE OF REVIEW	NO. SHEETS or REPORTS REVIEWED	COST PER SHEET OR REPORT *	REVIEW FEE
1.) Site Plan*		\$ 225 per Sheet	
2.) Preliminary Plat*		\$ 250 per Sheet	
3.) Final Plat*		\$ 250 per Sheet	
4.) Engineering Design Reports			
a.) Grading & Drainage* <i>Stormwater (SW)</i>		\$ 250 per Report	
b.) Soils*		\$ 250 per Report	
c.) Traffic*		\$ 250 per Report	
d.) Streets*		\$ 250 per Report	
e.) Water*		\$ 250 per Report	
f.) Sewer*		\$ 250 per Report	
g.) Other*		\$ 250 per Report	
5.) Construction Plans			
a.) Grading & Drainage* <i>(SW)</i>		\$ 225 per Sheet	
b.) SWPPP* <i>(Stormwater)</i>		\$ 225 per Sheet	
c.) Water*		\$ 225 per Sheet	
d.) Sewer*		\$ 225 per Sheet	
e.) Signing & Striping*		\$ 225 per Sheet	
f.) Irrigation*		\$ 225 per Sheet	
g.) Other*		\$ 225 per Sheet	
6.) Engineer's Cost Estimate		\$ 100 per Sheet	
7.) As-Built Plan Review		\$ 91	
8.) Miscellaneous Plan Review <i>(Residential Grading, Non-Classified..)</i>		\$ 100	
9.) Public Improvement Insp.		\$ 225	
10.) Additional Inspection*		\$ 50. Per Insp.*	

TOTAL FEES \$ _____

ENGINEER PLAN RVW 01-40-40-4140 \$ _____ STORMWATER 01-40-41-4140 \$ _____

PLAN REVIEW FEES ARE DUE AND PAYABLE UPON CONFIRMATION OF SUBMITTAL FROM ENGINEER.

**Cost includes 1st and 2nd Reviews and up to 3 Inspections; Third and subsequent reviews apply at \$150 per sheet/report.*

STAFF TO COMPLETE

Rec'd by: _____ Date Rec'd: _____ Date due: _____ Review # _____

Returned red lines? Yes / No Routed to: _____ Comments: _____

Fees Due \$ _____ Completed Fee schedule: Yes / No

Camp Verde Fire District

26 B Salt Mine Road
P.O. Box 386
Camp Verde, Arizona 86322

Phone: 928.567.9401
Fax: 928.567.2444
www.campverdefire.org



Fee Schedule

Fire Code Plan Reviews, Inspections and Permits	Fee
New Construction, additions, and alterations (1 Plan Review and 2 Inspections)	Plan Review: 40% of building permit Plan Review Fee
Subdivisions Plat Review	\$60
Fire Alarm & Detection System	1 Plan Review and 2 Inspections
New Installation up to 5,000 sq. ft.	\$150
New Installation 5,000+ sq. ft.	\$150 + .01 per square foot over 5,000
Modifications (Including TI)	\$75
Automatic Fire Sprinkler System	1 Plan Review and 2 Inspections
New Installation up to 5,000 sq. ft.	\$250
New Installation 5,000+ sq. ft.	\$250 + .01 per sq. ft. over 5,000
Modifications (Including TI)	\$125
Alternative Fire-Extinguishing System	1 Plan Review and 2 Inspections
New Installation: Foam, CO2, Clean Agent, Chemical, etc	\$100
New Installation Commercial Cooking (Hood)	\$100
Fire Pump	1 Plan Review and 1 Inspection
New Installation and Modifications	\$100
Underground Fire Lines	1 Plan Review and 1 Inspection
Installation	\$75
Spray Booth and Dipping Operations	1 Plan Review and 1 Inspection
Pre-Manufactured Spray Booth	\$100
Non-Pre-Manufactured Spray Booth	\$200
Fire Department Access (Permanent)	1 Plan Review and 1 Inspection
New Installation – Access Gate (each)	\$60
Solar Photovoltaic Power Systems	\$50
Liquid Petroleum Gas	1 Plan Review and 1 Inspection
New Installation: Aboveground Tank	\$100

High Piled Combustible Storage	\$60 for 1 Plan Review and 1 Inspection
Tents, Canopies, Membrane Structures	1 Plan Review and 1 Inspection
Single Tent Over 400 sq. ft.	\$25
Single Canopy Over 700 sq. ft.	\$25
Sites with Multiple Tents and/or Canopies	\$50
Blasting	1 Plan Review and Inspections as Required by the AHJ
3 Day Single Project, No On-Site Storage	\$50
30 Day Single Project, Non On-Site Storage	\$100
Magazine Storage (Each Site)	\$100
Fireworks/Pyrotechnics Display	\$50 plus Standby Fees
Special Events	\$25 for 1 Plan Review and 1 On-Duty Inspection Off-Duty and Standby Fees may be required
Hazardous Materials Storage	\$50 per site for 1 Plan Review and 1 Inspection
Flammable/Combustible Liquids Storage	\$50 per site for 1 Plan Review and 1 Inspection
Compressed Gasses Storage	\$50 per site for 1 Plan Review and 1 Inspection
Additional Plan Review Fee	50% of Original Plan Review Fee
Re-Inspection Fee	\$50
Penalty for Starting Work Without a Permit	Double the Permit Fee

Updated: October 1st, 2014

Arizona Department of Environmental Quality (ADEQ)

Stormwater Construction General Permit

Stormwater Pollution Prevention Plan Template

Introduction

The State of Arizona, Arizona Pollutant Discharge Elimination System (AZPDES), Construction General Permit (CGP), permit no. AZG2013-001 authorizes stormwater discharges from large and small construction activities to waters of the U.S. either directly or by conveyance, such as a Municipal Separate Storm Sewer System (MS4). The CGP-Part 6 includes provisions for the development of this Storm Water Pollution Prevention Plan (SWPPP) to maximize the potential benefits of pollution prevention and sediment and erosion control measures at a construction site. All construction sites are required to prepare a SWPPP. However, an operator only has to submit a copy of the SWPPP for ADEQ review, pay the applicable SWPPP review fee (along with the NOI fee), if any of the following applies:

- Any portion of the construction site is located within 1/4 mile of a receiving water listed as impaired under section 303(d) of the Clean Water Act.
- Any portion of the construction site is located within 1/4 mile of a receiving water listed as an Outstanding Arizona Water (OAW) in A.A.C. R18-11-112(G).
- ADEQ specifically requests a copy of the site SWPPP be submitted for department review. This may occur as part of the NOI evaluation, at any time during permit coverage, in response to an inspection conducted by ADEQ, as part of the Notice of Termination (NOT), and for up to three years after the NOT is submitted.
- A Change of Operator (COR) form is submitted as a result of bankruptcy/ foreclosure.

Obtaining CGP Coverage

Coverage under Arizona's CGP is obtained by submission of a complete and accurate Notice of Intent (NOI). The NOI form can be submitted electronically via ADEQ's Smart NOI web site at:

[https://ptl.az.gov/app/smartnoi/\(S\(hj2ex35cnctsnfdvozippky\)\)/default.aspx](https://ptl.az.gov/app/smartnoi/(S(hj2ex35cnctsnfdvozippky))/default.aspx) or submit a paper copy with original signature to: ADEQ, Surface Water Section - Stormwater and General Permits Unit, 1110 West Washington Street, 5415A-1, Phoenix, Arizona 85007. A copy of the NOI submittal should be included in Appendix C of this document. The permittee is granted coverage under this CGP when they have received authorization from ADEQ.

Instructions

To assist construction site operators develop a SWPPP for their construction project that meets the requirements of Arizona's Stormwater Construction General Permit, Part 6.0, ADEQ has created a SWPPP Template. The SWPPP Template can be found at <https://azdeg.gov/azpdes-construction-general-permit-cgp-stormwater-pollution-prevention-plan-swppp-template>. It may be helpful to use this template with EPA's guidance on *Developing Your Stormwater Pollution Prevention Plan* which is available at EPA's website at <https://www.epa.gov/npdes/stormwater-discharges-construction-activities#resources>

The SWPPP Template is provided as a tool to assist construction site operators in developing their SWPPP. It does not replace the permit. It is the operators' responsibility to ensure the projects' SWPPP meets permit requirements.

Related Documents

- Copies of the ADEQ AZPDES General Permit (GP) for stormwater discharges associated with construction activity (AZG2013-001) can be found at: www.azdeg.gov/environ/water/permits/download/2013_cgp.pdf.
- Copies of the ADEQ AZPDES Fact Sheet Construction General Permit (CGP) for stormwater discharges associated with construction activity dated June 3, 2013 can be found at: www.azdeg.gov/environ/water/permits/download/cgp_final_fs-6-3-13.pdf.

Tips for Using the SWPPP Template and Additional Information

Each section of the SWPPP Template includes “instructions” and space for your project and site information. You should read the instructions for each section before you complete that section. The SWPPP Template was developed as an editable document file so that you can easily add tables and additional text, and delete unneeded or non-applicable fields. Note that some sections may require only a brief description while others may require more explanation.

The following tips will help to ensure that the minimum permit requirements are met:

- Complete a SWPPP before submitting a Notice of Intent (NOI) for permit coverage and prior to conducting any construction activity.
- Read the 2013 CGP thoroughly before you begin preparing your SWPPP to ensure that you have a working understanding of the permit’s requirements. If any portion of your construction site is on tribal land, additional Federal requirements may affect your SWPPP.
- If there is more than one construction operator for your project, your permitting obligation and ADEQ recommends coordinating development of your SWPPP with the other operators. A “joint” or “common” SWPPP may be developed and implemented as a cooperative effort where there is more than one operator at a site. All operators shall either implement their portion of a common SWPPP or develop and implement their own SWPPP. Each operator however, has to submit an NOI and obtain permit coverage. While multiple operators may share the same SWPPP, make sure that responsibilities and scope of work are clearly described for each operator. All operator(s) shall sign and certify the SWPPP in accordance with the signatory requirements of the CGP-Appendix B, Subsection 9.
- Any SWPPP prepared for coverage under a previous version of ADEQ’s CGP must be reviewed and updated by the operator to ensure that the 2013 CGP requirements are addressed prior to submitting your NOI in accordance with the CGP-Part 2.3(3) (e).
- SWPPPs that do not meet all provisions of the 2013 CGP are considered incomplete. Operating under an incomplete or inadequate SWPPP is a violation of the permit.

ADEQ notes that while every effort to ensure the accuracy of all instructions and guidance contained in the SWPPP Template, the actual obligations of regulated construction activities are determined by the relevant provisions of the permit, not by the Template. In the event of a conflict between the SWPPP Template and any corresponding provision of the 2013 CGP, you must abide by the requirements in the permit. ADEQ welcomes comments on the SWPPP Template at any time and will consider those comments in any future revision of this document. You may contact ADEQ for CGP-related inquiries at cph@azdeg.gov.