



Fee: \$615.00

Land Use Application Form

1. Application is made for:

- | | | |
|--|---------------------|----------------------|
| Zoning Map Change | Use Permit | Temporary Use Permit |
| Conceptual Plan Review | Preliminary Plat | Final Plat |
| PAD Final Site Plan Review | Variance | Appeal |
| Street Abandonment | Minor Land Division | Wireless Tower |
| Administrative Review | Lot Line Adjustment | Zoning Verification |
| Development Standards Review (Commercial) | Other: _____ | |

2. Project Name: _____

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

Owner Name: _____	Applicant Name: _____
Address: _____	Address: _____
City: _____ State: _____ Zip: _____	City: _____ State: _____ Zip: _____
Phone: _____	Phone: _____
E-mail: _____	E-Mail: _____

4. Property Description: Parcel Number _____ Acres: _____

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. I have also attached a completed Permission to Enter form for consent to access the property regarding this action.

Owner: _____ Date: _____

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: _____



Development Standards Review Commercial & Multi-Family Projects Application Instructions

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

Prior to submittal of the Development Standards Review, applicants must meet with Town Staff to discuss goals for the property, Town vision/expectations as identified in the General Plan, requirements of the Land Use Code, character/quality of development the Town is seeking, Town regulations and standards, the application/review process, submittal requirements, and a proposed schedule.

	Staff Use only
Complete sets of these documents are required at the time of application.	
The required quantities are shown next to each item.	
1. Pre-Application meeting with Staff.	Y N
2. Application fee as per the current fee code.	Y N
3. Completed Land Use Application form.	Y N
4. Permission to Enter Property, signed by property owner.	Y N
5. Letter of Intent.	Y N
6. Site Plan drawn to scale (not to exceed 1"=200', 1"=100' Preferred)	Y N
Fully dimensioned, including (2) 24"x36" folded copies, plus (1) 11" x 17" hard copy or (1) electronic copy (see Part 4 Section 400 D of the Planning & Zoning Ordinance):	
-Property boundary lines.	
- Adjacent streets, alleys, sidewalks or trails.	
-Existing and/or proposed points of vehicular access, with dimensions.	
-Existing major terrain features and topographic contours and proposed grading changes.	
-Existing and/or proposed drainage ways and detention areas as needed.	
-Existing and/or proposed easements for utility lines, drainage, ingress and egress with dimensions.	
-Locations of existing and proposed buildings, signs with detailed and dimensioned color graphics, light posts, fences, walls and other structures, all fully dimensioned and with dimensions between structures and to lot lines.	
-An outdoor lighting layout showing types of lamps and fixtures used and lumen per acre calculations and Kelvin output per bulb. Method of shielding shall be indicated.	
-Location, layout, dimensions, and surface type of on-site parking spaces, including ADA spaces; driveways and loading areas.	
-Locations, dimensions and materials planned for walkways, landscaping and other outdoor amenities.	
-Locations, types and sizes of devices proposed for screening of refuse collection areas, outdoor mechanical equipment and storage, parking and loading areas; demonstrating access and maneuvering.	
-Locations, types and sizes of materials or structures for buffering of adjacent residential uses.	
-North arrow and scale of drawing.	
-Notations showing: proposed primary and accessory uses; owner/developer's name, address and contact data; engineer, architect, planner or other preparer of the Site Plan.	
-Notation that site improvements shall be designed in compliance with the Town of Camp Verde Engineering Design and Constructions Standards.	
-Other materials as may be requested by the Community Development Director.	
<u>NOTE:</u>	
Within a reasonable period of time, Staff shall either certify the Development Standards Review Application is complete and in compliance with all submittal requirements or reject it as incomplete and notify the applicant of any deficiencies. Applicant shall correct any deficiencies in the application package, if necessary, and submit the required number of copies of the application to Community Development. Once the application is deemed complete payment will be accepted and the application process will begin.	



Town of Camp Verde

Community Development

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

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

PERMISSION TO ENTER PROPERTY

APPLICATION #: _____ PARCEL NO: _____

PROPERTY ADDRESS: _____

PROPERTY OWNER'S NAME: _____

ADDRESS: _____

PHONE NO.: _____

I, the undersigned, hereby give permission to the Town of Camp Verde Community Development Department or Public Official, in the discharge of duties stated herein, and for good and probable cause, to enter the above described property to inspect same in connection with the application made under the terms of Camp Verde Town Codes or Ordinances. Such investigation may be made to determine whether or not any portion of such property, building, grading or other structure is being placed, erected, maintained, constructed, or used, in violation of the Codes or Ordinances of the Town of Camp Verde or any other agencies that they have agreements with that pertain to the building, grading, placement of structures, or use associated with the property. Such entry shall be within 90 days of the date of my signature or within the active limitations of any permits issued to me by the Town of Camp Verde for land use, building, grading, erecting, maintaining or constructing. Such entry shall be limited between the hours of 7AM and 6PM MST. I understand that this permission to enter property is **OPTIONAL** and **VOLUNTARILY GIVEN** and may be withdrawn or revoked (either in writing or orally) at any time.

Property Owner or Designated Agent

Date

(Must have signed Designation of Agent from Property Owner on file)