



Town of Camp Verde

Community Development Department – Building Division

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

◆ Telephone: 928.554.0050 ◆ Fax: 928.567.7401 ◆

◆ www.campverde.az.gov ◆

ZONING CLEARANCE PERMIT APPLICATION

Fences Not Exceeding 6ft; Sheds Less Than 120 sq. ft. (Commercial)/200 sq. ft. (Residential); etc.

Zoning projects include residential one-story detached accessory structures, including tool and storage sheds, shipping containers, playhouses, and similar uses, that do not require a building permit and which floor area does not exceed 200 square feet for residential and 120 square feet for commercial, and residential fences not exceeding six (6) feet in height. Chain link and field fences are exempt. Block walls will require the submittal of a building permit. A separate permit will be required for any electric, plumbing or mechanical, as applicable.

In order to process a zoning clearance permit, 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.

Please Note: All contractors must have a valid ROC License and Town Issued Business License.

- Detailed Site Plan** drawn to scale on 8 ½" x 11" size paper or larger showing:
 - 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.
 - Indicate location and dimensions of easements that apply with proof of legal access.
 - Indicate ingress/egress (driveway locations).
 - Indicate existing topographical contours (solid line) and proposed contours (dashed line).
 - Indicate the location of any terrain features that affect placements including washes, creeks or ditches within twenty (20) feet of the building site.
 - Indicate dimension and setbacks of all buildings to property lines and between new and existing structures.
 - Indicate location of septic tank and leach lines (including dimensions, size and setback or distance from proposed building).
 - Indicate location of well.
 - Indicate location of propane tanks (including dimensions, size and setback or distance from proposed building).
 - Indicate any required cut and fills and cubic yards of each.
 - Indicate proposed fence location(s) with an 'x' and include linear footage, height and type of material to be used.
- Fees** will be collected upon submittal of application in accordance with the current adopted fee schedule.

AN INCOMPLETE APPLICATION WILL CAUSE YOUR PERMIT TO BE DELAYED



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

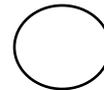


PLOT PLAN SKETCH:

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: _____

NO SMALLER THAN 1" = 50'

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: _____