



GREER, AZ - CONDITIONAL USE PERMIT APPLICATION

APPLICANT

Name _____
 Mailing Address _____

 Contact Person _____
 Phone _____ Fax _____
 Email _____

PROPERTY INFORMATION

Assessor's Parcel # _____
 Township _____ Range _____ Section _____
 Subdivision _____
 Unit # _____ Lot # _____
 Address/Location _____

 Existing Zoning _____
 Existing Land Use _____
 Lot Size _____

CONDITIONAL USE PERMIT REQUEST

Please provide a brief description of the request.

 Temporary Use: _____ Yes _____ No

SUBMITTAL CHECKLIST

- Pre-application meeting with a staff planner in the Planning and Zoning Division.
- Application, photographs, diagrams, site plans with the setbacks noted, and any other required information. Please be precise and detailed. (*See the attached guidelines*)
- A list of names and addresses of all the property owners within 300 feet of subject property.
- Seventeen copies of all plans and drawings.
- Map to property.
- A non-refundable filing fee. (*See Section 310.04*)
- All required items need to be submitted to Planning and Zoning at least 21 days prior to the next scheduled meeting.

CERTIFICATION & SIGNATURE

Submittal of this application constitutes consent of the applicant in granting the Community Development Department access to the subject property during the course of project review. No further consent or notice shall be required.

I hereby certify that the information in this application is correct and agree to abide by the regulations of this jurisdiction.

Signature of Applicant

_____ Date _____

Signature of Property Owner (if not the applicant)

_____ Date _____

OFFICE USE ONLY

Received By _____ Date _____
 Receipt # _____ Fee _____
 Permit # _____
 Related Cases _____
 Appeal Filed By _____ Date _____
 Receipt # _____ Fee _____

BOAA ACTION

Approved with Conditions (*see attachments*) Denied
 Resolution # _____ Date _____

BOARD ACTION

Approved with Conditions (*see attachments*) Denied
 Ordinance # _____ Date _____



Guidelines for Requesting a Conditional Use Permit

Important Information When Submitting an Application:

1. Please include photographs and an 8 1/2" X 11" diagram illustrating the structure. Also please indicate the distance from the structure to your property line on each side of the structure. If this is for a business, please present a **professionally** drawn map. If this is for a subdivision, we will need a digital copy in AutoCAD format. **Please include septic and water information for the Environmental Health Division.**
2. Information will need to be submitted to **Planning and Zoning at least 21 days prior to the next scheduled meeting** to avoid the application being delayed into the following month. Application should be typed.
3. Materials submitted have to be circulated to the Planning and Zoning Division, the Environmental Health Division, the Building Inspections Division, and the Engineering Department for their review and approval.
4. If there are items that need to be addressed, the applicant will be notified after the submitted material has been reviewed.
5. Please remember to keep information **precise** and **detailed**. The applicant should attend the meeting when the request is reviewed and discussed by the Planning and Zoning Division.
6. A total of seventeen (17) copies of all pertinent paperwork (e.g., applications, maps) must be submitted, along with the originals, for all permits that go through the Planning and Zoning Commission.
7. Mailing address labels of all neighbors within three hundred (300) feet of the property line must also be submitted.

**Please call Planning and Zoning 24 hours
in advance of the meeting date
to ensure the meeting is still on schedule.
The phone number is (928) 337-7527.
Thank you for your cooperation.**



Guidelines for Requesting a Conditional Use Permit

**THIS INFORMATION HAS BEEN SELECTED
FROM THE APACHE COUNTY ZONING ORDINANCE.**



SECTION 310

CONDITIONAL USE PERMIT • GREER

SECTION 310 - CONDITIONAL USE PERMITS

310.01 PURPOSE

Within the Phase I Plan, conditional uses are allowed, subject to the granting of a Conditional Use Permit by the Board of Supervisors. Because of unusual characteristics, conditional uses require special consideration so that they may be located properly with respect to the objectives of this plan. The Planning Commission reviews and makes recommendations to the Board of Supervisors who grant or deny applications, and may apply reasonable conditions to the approval of such uses.

310.02 APPLICATION

Any application for a Conditional Use Permit shall be filed with the Planning Director on a form prescribed by the Commission.

310.03 SUBMITTAL REQUIREMENTS

Each application for a Conditional Use Permit shall contain the following:

1. Site Plan: A site plan is required for all proposed conditional uses and buildings and shall be drawn to scale showing structures, property lines, adjacent streets, yards, parking, loading and traffic flow, drainage, proposed signs, location of leach fields or sewers, landscape detail and any other information needed to properly evaluate the proposal.
2. Water: Description of, and/or plan for, water supply.
3. Sewer: Description of, and plan for, sewer connection or septic tank/leach field installation for approval by the sanitary district and Department of Environmental Quality, as required.

4. Restrictions: Proposed deed restrictions if property is to be subdivided or other restrictions or limitations proposed as conditions to the use permit.
5. Drainage: Easement(s) or written permission to direct drainage flow onto adjoining property, if applicable.
6. Design: Elevations, material description and dimensions of proposed buildings, signs and fences and location and specifications for lighting.
7. Impact Statement: A narrative and graphic statement addressing, but not limited to the following:
 1. Number of employees.
 2. Estimated daily traffic.
 3. Estimated daily water usage.
 4. Estimated quantity and type of refuse.
 5. Estimated daily sewage discharge.
 6. Description of other pollutants, if applicable, and method of disposal.
 7. Grading, blasting and tree removal.
 8. Fire prevention and protection measures.
 9. Dust control measures.
 10. County service requirements, including snow removal.

310.04 FEE

A non-refundable filing fee will be required for the following permits:

- | | | |
|----|---------------------------------|----------|
| 1. | Conditional Use Permit: | \$500.00 |
| 2. | Additional Residence on Parcel: | \$300.00 |
| 3. | Variance: | \$300.00 |
| 4. | Rezoning: | \$600.00 |

Failure to obtain a permit will result in double fees.

310.05 COMMISSION ACTION

1. The Commission shall consider the application at its next regular meeting if the application is filed at least fifteen (15) days prior to such meeting. Otherwise, it shall be carried over until the next regularly scheduled meeting. The Commission may, 1) reach a recommending decision, 2) continue the matter to a specified date (but no later than the next regularly scheduled meeting), or 3) set the matter for public hearing.
2. Notice of the meeting shall be given by posting the property of application at least ten (10) days prior to the meeting date, if a property is involved.
3. The Commission may recommend such conditions in connection with the use permit as it deems necessary to secure the intent and purposes of this Ordinance and may require such guarantees and evidence that such conditions are being or will be complied with.
4. If appropriate, the use permit may be applied for prior to and during the meeting to review the development's vicinity plan application.

310.06 BOARD OF SUPERVISORS ACTION

Following receipt of recommendation by the Commission, the Board of Supervisors shall render a final decision regarding the application. In providing a decision, the Board may continue the hearing, deny, approve, or approve with modifications of the use permit.

In order for the Board to approve any use permit, the applicant must prove to the Board that the establishment, maintenance, or operation of the use or building applied for will not be detrimental to the public health, safety, peace, convenience, comfort, or general welfare of persons residing or working in the neighborhood of such proposed use or be detrimental or injurious to property and improvements in the neighborhood or the general welfare of the county, or shall be in conflict with any approved Comprehensive Plan.

310.07 TIME

1. Use permits become effective upon approval by the Board.
2. No person shall re-apply for the same, or substantially the same, use permit on the same, or substantially the same, plot, lot or parcel of land within a period of one (1) year from the date of denial or revocation of said use permit.

310.08 USE PERMIT TO RUN WITH THE LAND

A use permit granted pursuant to the provisions of this article shall run with the land and shall continue to be valid upon a change of ownership of the site or structure which was the subject of the use permit application.

310.09 CONDITIONS VERIFICATION

Final compliance with the conditions of the use permit shall be verified by the Planning and Zoning Director upon review of detailed site plans, building elevations and floor plans prior to building permit issuance.

310.10 REVOCATION

Use permits granted in accordance with the provisions of this Ordinance may be revoked if the use is not completed within one (1) year from the date construction is begun, or may be revoked if any of the conditions or terms of the permit are violated or if any law or ordinance is violated in connection therewith.

The Planning Director shall notify the permittee of a violation or termination of a use permit, by mail, if the permittee has not diligently commenced with the use of the permit. The permittee shall likewise be notified if he is in violation of the conditions of the permit. If no attempt to change the violation is made within ten (10) days after notification, the permit shall be revoked and considered null and void.

310.11 TEMPORARY USE PERMIT

At times the Planning Commission may receive for uses which are temporary in nature (e.g. rodeos, revivals, circuses, etc.) But which would not be suitable for long term use. The Commission may recommend a Temporary Use Permit for a maximum of 180 days, which may be extended upon written request by the applicant, for a period not to exceed an additional 180 days.

Temporary Use Permits do not require issuance of a building permit but may include temporary use of water and sewer facilities for the time the permit is in effect. No permanent structures may be built under temporary use procedures.

Temporary Use Permits shall be administered and processed in the same manner as conditional use permits. A signed agreement shall accompany the application and shall state that, upon cessation, expiration or revocation of the permit, the premises will be promptly cleaned up and restored to substantially the same condition as existed prior to the issuance of the permit.