



## **SITE DEVELOPMENT PERMIT**

**\$25.00 Application Fee**

TO BE COMPLETED BY APPLICANT (ALL INFORMATION MUST BE PROVIDED)

This permit application is issued by the Planning and Community Development Department and is reviewed for completeness at time of submittal; please review the application for required submittal documents and review procedures. If there are deficiencies in the permit application requirements, applicant will be notified by phone or email during the review process or upon completion of the initial review and will have the opportunity to resubmit as many times as necessary. The review of this permit application will be based upon the City of Safford Municipal Code as well as all other associated Building Codes as adopted by the City of Safford and any clarification on statutes, ordinances, codes or policy may be directed to the Planning and Community Development Department. The review of this application may take up to two to four weeks. If applicant wishes to appeal a denial of a permit, applicant may appeal to the City of Safford Board of Adjustments according to Section 17.88.030 of the City of Safford Municipal Code. Upon approval of this application, inspections may be required by the Community Development Department, Utility Department, Public Works Department, and/or Engineering Department and may be requested by the applicant at any time and by signing the permit you are giving the City of Safford permission to conduct any and all inspections required for the acceptance or closure of the permit or project. For further questions or information concerning this application please contact the Planning and Community Development Department at 928-432-4140.

DATE OF APPLICATION: \_\_\_\_\_

DEVELOPMENT/PROJECT NAME: \_\_\_\_\_

ADDRESS/LOCATION: \_\_\_\_\_

GROSS AREA (ARES/SQ.FT.): \_\_\_\_\_ NET AREA (ACRES/SQ.FT.) \_\_\_\_\_

PLAT RECORDATION DATE: \_\_\_\_\_

PARCEL NUMBER(S): \_\_\_\_\_

PROPERTY OWNER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

LICENSE #: \_\_\_\_\_

**LICENSED CONTACTOR'S DELARATION:** I hereby affirm that I am licensed under provisions of Arizona Revised Statutes 32-1122, and my license is in full force and effect.

SIGNATURE: \_\_\_\_\_ TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

This Site Development Permit will be issued under the following conditions:

- A. The application must be completed and signed by the authorizing agent.
- B. Developer/contractor must have one (1) copy of the Storm Water Pollution Prevention Plan (SSWPLPPJ) on site at all times.
- C. All work shall be in strict conformance to the plans and specifications approved for the project.
- D. This permit does not grant allowance of vertical construction or vertical construction prep work of any kind. Building plans must be approved by the Head Building Official before commencement of such work.
- E. Upon completion and acceptance of the development, the Developer must provide the City two (2) Full Size (24" x 36") copies of red-lined site plans.
- F. This permit is not valid without the proper bonding (if applicable) in place approved by the City of Safford.

APPLICANT'S SIGNATURE: I hereby certify that I have read this application and state that the above information is correct and that I am the owner or duly authorize representatives of the City of Safford to enter upon the above mentioned property for inspection purposes.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**APPROVAL**

City of Safford Official: \_\_\_\_\_ Date Issued: \_\_\_\_\_

**Additional Stipulations:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SUBMITTAL REQUIREMENTS**

Ten (10) copies of a site plan shall be submitted to the Department of Planning and Community Development for review and approval.

The Site Plan Shall Contain The Following Information:

- \_\_\_\_\_ A. Locations sketch with adjacent zoning and land uses.
- \_\_\_\_\_ B. Topography; contour lines for existing and proposed elevations at one (1) foot intervals.
- \_\_\_\_\_ C. Natural drainage and proposed storm water flow by directional arrows. If applicable, show that finished flow level is above, one hundred (100) year flood elevation.
- \_\_\_\_\_ D. Legal description of the site to include total area of the site.
- \_\_\_\_\_ E. Location of all existing and proposed structures, including distances from all structures to all lot lines.
- \_\_\_\_\_ F. Percentage of the site covered by impervious surfaces.
- \_\_\_\_\_ G. Dimensions of existing and proposed Rights-of-way of all abutting streets, whether public or private and access to the site.
- \_\_\_\_\_ H. Parking and circulation plan.
- \_\_\_\_\_ I. Locations, dimensions and description of all existing or proposed easements.
- \_\_\_\_\_ J. Location and height and dimensions of all permanent signs. The type, location, size, and height of all exterior lighting including the method of illumination;
- \_\_\_\_\_ K. Outdoor storage and activity areas, if any. Note the proposed maximum height of any outdoor storage;
- \_\_\_\_\_ L. Service areas for uses such as mail delivery, trash disposal, etc.
- \_\_\_\_\_ M. All existing and proposed utility locations (including fire hydrants).
- \_\_\_\_\_ N. Street or alley rights-of-way to be improved pursuant to the requirements of the subdivision regulations. See Title 16 (not applicable to a Commercial site plan).
- \_\_\_\_\_ O. The type and height of all proposed fences and walls.
- \_\_\_\_\_ P. Landscape Plan.
- \_\_\_\_\_ O. Three (3) copies of Soil Engineering Report.
- \_\_\_\_\_ P. Three (3) copies of Site Hydrology Report, must comply with City of Safford drainage ordinance.
- \_\_\_\_\_ Q. One (1) copies of the Final Title Report (clear title).