



CITY OF COOLIDGE

CONDITIONAL USE PERMIT APPLICATION

Case No _____

Date Filed _____

Filing Fee _____

Received by _____

Approved/Denied _____

OFFICE USE ONLY

◆ LOCATION OF PROPERTY:

Project Name: _____

Address: _____

Parcel Number: _____ Present Zoning: _____

◆ APPLICANT INFORMATION:

Applicant Name: _____ Phone number: _____

Applicant Address: _____

◆ OWNER INFORMATION:

Property Owner: _____ Phone number: _____
(If other than applicant)

Owner Address: _____

◆ **INSTRUCTIONS FOR FILING:**

The following items must be submitted with the application at the time of filing in order for the request to be complete. **All completed applications must be filed forty-five (45) days prior to the Planning and Zoning meeting with no exceptions.** An incomplete application will not be scheduled for hearing and will be returned to the applicant.

_____ Filing Fee

_____ 3 hard copies of the Site Plan + 1 digital copy

◆ **GENERAL INFORMATION ON SITE PLAN:**

1. Name of project/development;
2. Location of project/development by street address;
3. Location map, including area within one half (1/2) mile of site;
4. Name and mailing address of developer/owner;
5. Name and mailing address of engineer/architect;
6. Date of plan preparation;
7. North point indicator;
8. Scale of not less than one (1) inch to one-hundred (100) feet.

◆ **SITE PLAN DATA:**

A. Existing developed sites:

1. Boundary line of property with dimensions;
2. Ingress and egress points;
3. Utilities and utility right-of-way easements:
 - a. Electric;
 - b. Natural gas;
 - c. Telephone;
 - d. Water;
 - e. Sewer (sanitary and storm);
 - f. Cable television.
4. Buildings and structures;
5. Parking facilities;
6. Surface water drainage arrows;
7. Provision for handicapped accessibility, including but not limited to: wheelchair ramps, parking spaces, hand rails and curb openings, in accordance with Arizona Revised Statutes (ARS) 34-404 through 34-439;
8. Fences and walls;
9. Exterior refuse;
10. Landscaping plan showing planting, equipment, etc.:
11. Number of employees and non-employee parking spaces, existing and proposed;

B. Undeveloped sites in which a Major Site Plan will be processed:

1. Existing uses and utilities within one-half (1/2) mile of site;
2. A legal description of the site area.

◆ BUILDING DATA

1. Height above mean sea level of the lowest floor when the structure is proposed to be located in a floodway or floodplain area;
2. Gross square footage of existing and proposed structures;
3. Front, rear and side elevations, with a descriptions of exterior materials to be used.

◆ PERMIT DATA

1. A listing of all required federal, state and city permits and status of applications;
2. Certificate of one-hundred-year (100) assured water supply;
3. Certificate showing compliance with minimum County and State water quality standards.

◆ FLOODPLAIN DATA

If the site is located in a Floodplain or Floodway Overlay Zone, the following information shall also be submitted:

1. Elevation in relation to mean sea level of the lowest floor (including basement) of all structures;
2. Elevation in relation to mean sea level to which any has been, or will be, flood proofed;
3. Certification by a registered professional engineer or architect, licensed in the State of Arizona, that the flood hazard reduction methods for any structure meet the criteria in Section 901 and Section 902 of the Zoning Code;
4. Description of the extent to which any watercourse will be altered or relocated as a result of the proposed development.

Following approval of a Conditional Use Permit, the applicant shall submit one (1) hard copy and one (1) digital copy of the approved Site Plan (showing all revisions, if any) to be filed with the Zoning Administrator.

◆ ACKNOWLEDGMENT:

I acknowledge that the information I have given on this application and the accompanying site plan to be true and accurate.

Signature of Petitioner

Signature of Property Owner (*If other than petitioner*)