

Project Submittal Application

City of Nogales
 Public Works Department
 1450 N. Hohokam Drive, Nogales, AZ 85621
 Nogales Information and Development Center (NIDC)
 Phone: (520) 287-7245 Fax: (520) 287-6946
www.nogalesaz.gov



Project Information - *Required

Project Name:	
Project Address:	Suite No.: <input type="checkbox"/>
Proposed Use of Building/Suite:	Existing Zoning: <input type="checkbox"/>
Legal Description: <input type="checkbox"/> Attached	Parcel No.: <input type="checkbox"/>

Description of Work/Request:

*Project Valuation : \$

Applicant and Property Owner Information - *Required

Company or Firm Name:	Telephone 1: () Ext: _____
Applicant's Name:	Telephone 2: () Ext: _____
Applicant's Street Address :	Fax: ()
City:	State: Zip: Email Address(es):

*Applicant Signature:	Date:
Property Owner Name:	Owner's Telephone:
Property Owner's Street Address:	City, State: Zip:
*Property Owner's Signature: or attached Property Owner's Authorization Letter <input type="checkbox"/>	Date:

Contractor License Information - *Required

Name:	ROC Lic. No.:	City Lic. No.:
Address:	City, State:	Zip:
Contractor's License Type:	General <input type="checkbox"/> Mechanical <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/>	
*Contractor's Signature:	Telephone: ()	Date:

Application is hereby made to the Community Development Department for permit (s) subject to the conditions and restrictions set forth on this application. By signing above, Applicant/Owner hereby certify that he/she has read and examined this permit application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other Federal, State, and County, City laws regulating construction or the performance of construction.

Every building permit issued shall become invalid unless the work on the site authorized by such permit is commenced within 180 days after its issuance or if work authorized on the site by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. (such time periods shall be evidenced by called city inspections) (2010 ADA, 2018 IBC, 2018 IFC, 2018 IRC, 1997 UCADB, 2017 NEC, Development Standards Code).

For City Use Only

Tracking Nos.: BLD _____ STR _____ ENG _____ FIR _____ PLN _____ SPR _____ RTAG _____ YTAG _____ UTL _____ PRE _____	Application Type: _____ Building _____ Signs _____ Planning _____ Admin _____ Engineering _____ Utilities _____ Fire _____ Other	Received By: Date Stamp:	Attachments: <input type="checkbox"/> Spec Book(s) <input type="checkbox"/> Structural Calcs <input type="checkbox"/> Truss Calcs <input type="checkbox"/> Hydraulic Calcs <input type="checkbox"/> Parking Analysis <input type="checkbox"/> Lighting Cut Sheet <input type="checkbox"/> Narrative Letter <input type="checkbox"/> Asbestos Report <input type="checkbox"/> Address Request	<input type="checkbox"/> Soils Report <input type="checkbox"/> Traffic Report <input type="checkbox"/> Prop Owner Letter <input type="checkbox"/> Color Board <input type="checkbox"/> Hazmat Form <input type="checkbox"/> FHIS / FUP <input type="checkbox"/> Site Plan <input type="checkbox"/> Assessor 300ft Radius adjacent Prop <input type="checkbox"/> Traffic Control
	Santa Cruz County Assessors Code:	Total Valuation: Total Submittal Fees:		

Submittals are Subject to Dissemination to the Public

Conditional Use Permit Application Procedures

Uses designated as permitted by any zoning district regulation shall be permitted upon approval as provided herein this Article. No such approval shall be granted except upon compliance with all, of the regulations specified for the zoning district in which the use is sought to be maintained.

Each district in the City contains designated permitted uses. In addition to the designated permitted uses in each district, there are conditional uses, neither absolutely permitted as a right nor prohibited by law, which may be compatible within the district. These privileges, in a sense, which must be applied for and approved by the Board of Adjustment.

It is the intent of this Section to provide a set of procedures and standards for conditional uses of land or structures which, because of their unique characteristics relative to location features, design, size, operation, circulation and public interest or service, require special consideration in relation to the welfare of adjacent properties and the community as a whole. It is the purpose of the regulations and standards set forth below to:

1. Allow, on one hand, practical latitude for utilization of land and structures, but at the same time maintain adequate provision for the protection of the health, safety, convenience and general welfare of the community and adjacent properties; and
2. Provide machinery for periodic review of conditional use permits to provide for further conditions to more adequately assure conformity of such uses to the public welfare.

Authority and Board Action

The Board of Adjustment may approve, approve with conditions, or deny the application for a conditional use permit. In permitting a new conditional use or the alteration of an existing conditional use, the Board may impose, in addition to those standards and requirements expressly specified by this code, additional conditions which it finds necessary to avoid a detrimental environmental impact and to otherwise protect the best interest of the surrounding area or the community as a whole. These conditions may include but are not limited to, the following:

- a. Limiting the manner in which the use is conducted including restricting the time a certain activity may take place and restraints to minimize such environmental effects as noise, vibration, air pollution, glare and odor.
- b. Establishing special yard, open space, lot area or dimensional requirements.
- c. Limiting the height, size, number, and location and nature of vehicle access points.
- d. Designating the size, location, screening, drainage, surfacing or other improvements of a parking or loading area.
- e. Limiting or otherwise designating the number, size, location, height and lighting of signs.
- f. Limiting the intensity of outdoor lighting and require its shielding.
- g. Requiring diking, screening, landscaping or another facility to protect adjacent or nearby property and designate standards for its installation and maintenance.
- h. Designating the size, height, location of screening and materials for a fence.

- i. Protecting and preserving existing trees, vegetation, water resources, wildlife habitat or another significant natural resource.

Location Criteria

- a. The provisions of this section are designed to provide citing criteria for the conditional uses specified herein and guidelines for the imposition of additional conditions not specifically provided for herein, to the end that such uses will:
 1. Be consistent with the intent and purpose of the district in which it is proposed to locate such use, meet requirements of the general plan with regard to providing benefit to the general which can best be met by a conditional use at this time and in this place.
 2. Comply with the requirements of the district within which the conditional use is proposed and in accordance with conditions attached to such use under the authority of this article.
- b. Conditional uses shall be located subject to the following specific standards:
 1. Buffering, screening or other means shall be used where necessary to protect the privacy and safety of neighboring properties.
 2. Solid waste landfills, transfer stations, natural gas storage, sewage treatment plants, electrical generating facilities and recreational vehicle parks shall not be in or adjacent to established residential areas.
 3. Solid waste landfills, transfer stations, natural gas storage, sewage treatment plants, recreational vehicle parks, and electrical generating facilities shall not be directly accessible water reservoirs, telephone communication and switching facilities, runoff detention facilities and City or County maintenance facilities shall not be directly accessible from local residential streets.
 4. The site layout promotes energy conservation and user convenience, as well as operational efficiency.
 5. The site layout conforms to the established street and circulation pattern.
 6. Noise levels and lights from the facility will not interfere with adjacent land uses.

Application for Conditional Use Permit

- a. A request for a conditional use permit, modification of an existing conditional use permit, or a review of an existing conditional use permit shall be initiated by a property owner or his authorized agent by filing an application with the Zoning Administrator. Such application shall include full information regarding the proposed location, area, height, bulk and placement of such use and shall be accompanied by a site plan prepared in accordance with the provisions of Article 8, Section 8-18-3
- b. An application filed pursuant to this section shall be accompanied by the required fee. (See Section 1300)
- c. The Zoning Administrator (Building Inspector) shall review each application for technical compliance with established application requirements and he shall forward to the Board of Adjustment with a recommendation for approval or denial.
- d. The Board of Adjustment shall consider each such application for a conditional use in accordance with Section 1103.4



City of Nogales
Board of Adjustment
Application for Conditional Use Permit

No building or land shall be used where a use permit is specifically required by the terms of the Ordinance until a use permit for such use shall have been granted by the Board of Adjustment. Any use lawfully established prior to enactment of the Ordinance, or prior to annexation, for which the use is permitted by the Ordinance subject to a use permit, shall be considered as being legally established.

No building permits will be issued by the Chief building Inspector where a use permit is required until a use permit is obtained from the Planning and Zoning Director approved by the Board. Such permit shall be completed in triplicate and filed with the P&Z Director by the land owner or contractor. It is the purpose of this application and use permit to insure that all zoning requirements have been complied with in addition to the Uniform Building Code. (Ord.11-V, Section 6, B and Sec. 8.)

Name of Applicant: _____

Address of Applicant: _____

Telephone number of Applicant/Owner: _____

Property Identification (Address, Lot No., Parcel I.D. No., Street, Section, Plat, etc.): _____

Reason (s) for Use Permit request: _____

(Attach extra sheets as needed)

Current zoning of property in question: _____

Is property currently a Non-Confirming Use? Yes No

REQUIRED DOCUMENTS

1. Complete project submittal
2. Site plan: 2 sets (24"x36"); 2 sets (11"x17")
3. List of adjoining property owners within a 300 foot radius (name and mailing address)
4. Project Narrative/Letter of Intent

Application Filing Fee: \$275.00

Signature of Applicant: _____ Date: _____

Office Use Only

Date Application Received: _____

Received By: _____

Docket Number: _____

BOA/UP: _____