



Fee: \$300 + \$15 per acre

TOWN OF CLARKDALE SITE PLAN REVIEW APPLICATION

P.O. Box 308, Clarkdale, AZ 86324
928-649-3538

Purpose of the Site Plan Review: The Site Plan Review process is intended to protect the public health and safety and promote the general welfare of the community. This process is intended to facilitate the organization of development of commercial and industrial property. It is also intended to insure that new development and redevelopment is compatible with the surrounding environment, and to preserve and protect the integrity and character of the Town of Clarkdale.

Site Plan Review provides property owners and developers the following levels of review:

1. **Pre-application:** Prior to submitting a formal application, the applicant or his/her representative may request a pre-application conference with the Community Development Department. This meeting is not mandatory, but can be helpful to the applicant in identifying potential issues that will need to be addressed.
2. **Preliminary Site Plan Review:** This review is intended to provide a comprehensive review by the Town staff and outside reviewing agencies of proposed development. It is a technical review before the Town's Design Review Board and, open to appeal to Town Council.
3. **Final Site Plan Review:** This review represents the Town's opportunity to assure that modifications and conditions required in the Preliminary Site Plan have been incorporated into the Final Site Plan. This document is then recorded and becomes a part of all future requests for improvements to the property in question.

Review and Approval Authority: The Design Review Board is authorized to review Preliminary & Final Site Plan Reviews and 1.) Approve as filed 2.) Deny as filed, or 3.) Approve with conditions/stipulations.

Scheduling: Complete submittals received on or before the second Wednesday of the month will be scheduled for review by the Design Review Board on the second Wednesday of the following month.

What will be reviewed: The following are the standards & criteria that will be reviewed during the Site Plan Review process. **For detailed information on each item please see the Zoning Code Chapter 11.**

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|--------------------------------------------------------|----------------------------------------------------------------------------|
| 1. <input type="checkbox"/> Utilization of the site | 12. <input type="checkbox"/> Hazardous, Special, and Radioactive Materials |
| 2. <input type="checkbox"/> Traffic Access and Parking | 13. <input type="checkbox"/> Capacity of the Applicant |
| 3. <input type="checkbox"/> Pedestrian Access | 14. <input type="checkbox"/> Solid Waste Management |
| 4. <input type="checkbox"/> Storm water Management | 15. <input type="checkbox"/> Historic & Archaeological Resources |
| 5. <input type="checkbox"/> Erosion Control | 16. <input type="checkbox"/> Floodplain Management |
| 6. <input type="checkbox"/> Water Supply Provisions | 17. <input type="checkbox"/> Exterior Lighting |
| 7. <input type="checkbox"/> Sewage Disposal Provisions | 18. <input type="checkbox"/> Buffering |
| 8. <input type="checkbox"/> Utilities | 19. <input type="checkbox"/> Noise |
| 9. <input type="checkbox"/> Natural Features | 20. <input type="checkbox"/> Storage Materials |
| 10. <input type="checkbox"/> Groundwater Protection | 21. <input type="checkbox"/> Landscaping |
| 11. <input type="checkbox"/> Water Quality Protection | 22. <input type="checkbox"/> Business Signs |

Please Note:
Site Plan Review & Design Review may occur simultaneously, please see the Design Review application for specific information needed for the Design Review Application process.



TOWN OF CLARKDALE

SITE PLAN REVIEW APPLICATION

The following information must be provided in its entirety. In addition, please review the Site Plan Review Submission Requirements in the Zoning Code Chapter 11, Section 11-8 for required materials and information to be submitted.

Application # _____ Submittal Date: _____ Fees: _____ Accepted by: _____
 Parcel Number(s): _____ Existing Zoning: _____
 Gross Area (Acres/Sq.Ft.): _____
 Net Area (Acres/Sq.,Ft.) _____

Development/Project Name: _____

Address/Location: _____

Property Owner:

Address: _____
 City: _____ State: _____ Zip Code: _____
 Phone Number: _____ Fax Number: _____ Email: _____

Applicant: _____

Address: _____
 City: _____ State: _____ Zip Code: _____
 Phone Number: _____ Fax Number: _____ Email: _____

Contact Person: _____

Architect/Engineer:

Address: _____
 City: _____ State: _____ Zip Code: _____
 Phone #: _____ Fax #: _____ Email: _____

Contact Person: _____

Owner's Signature: _____ **Date:** _____