



Conditional Use Permit Application Checklist

Each application will be filed with the zoning administrator and forwarded to the Jerome Planning and Zoning Commission once the application has been reviewed by staff and determined to be complete. Projects recommended for approval by the Jerome Planning and Zoning Commission will be forwarded to the Town Council for final approval. All application materials must be submitted electronically in PDF format (8.5-by-11 inches or 11-by-17 inches). Contact the zoning administrator at 928-634-7943 if assistance is needed regarding submitting materials.

- ☐ General Land Use Application Form
- ☒ Written narrative of the proposed project (include uses, hours of operation, number of employees, etc.)
- ☒ Plot plan or site layout, including all improvements drawn to scale
- N/A* ☐ Location, dimension, and calculation of required parking spaces
- N/A* ☒ Dimensions of all setbacks (front, rear, sides)
- N/A* ☐ Diagram and calculation of median grade and maximum building height (for new construction)
- N/A* ☐ Topographic survey (note: may be waived for some projects)
- N/A* ☐ Existing and proposed grades (for new construction)
- ☒ Location and dimensions of property lines, street right-of-way boundaries, and easements
- N/A* ☐ Location and dimensions of all existing buildings, structures, and nearby features
- N/A* ☐ Square footage and coverage of existing and proposed buildings
- ☒ Elevations and dimensions of all sides of proposed building walls (for new construction)
- N/A* ☐ Location and dimensions of existing and proposed pedestrian walkways and stairways
- N/A* ☐ Photographs showing all sides of existing structures
- N/A* ☐ Location of trees and other natural features
- N/A* ☐ Utility locations and connections
- N/A* ☐ Method of disposal for storm drainage (including energy dissipaters and retention/detention)
- N/A* ☐ Fire sprinkler and fire safety components
- N/A* ☐ Landscape plan (for new construction)
- N/A* ☐ Lighting plan and lighting fixtures
- N/A* ☐ Signage (if applicable)
- ☒ Photographs showing adjoining properties, buildings, and structures
- N/A* ☐ Explanation and location of any building or structure to be demolished or removed
- N/A* ☐ Depth and volume of any cut and fill or other proposed excavation (for new construction)
- N/A* ☐ Additional information requested by zoning administrator
- ☐ _____
- ☐ _____



TOWN OF JEROME, ARIZONA

600 Clark Street, P.O. Box 335, Jerome, AZ 86331
(928) 634-7943

General Land Use Application – Check all that apply

- | | | |
|---|--|--|
| <input type="checkbox"/> Site Plan Review \$100 | <input type="checkbox"/> Design Review \$50/\$200 | <input checked="" type="checkbox"/> Conditional Use Permit (CUP) \$100 |
| <input type="checkbox"/> Demolition \$50/\$200 | <input type="checkbox"/> Signage/Awning \$25 | <input type="checkbox"/> Paint/Roofing \$0 |
| <input type="checkbox"/> Time Extension \$0 | <input checked="" type="checkbox"/> Other: <u>CONE X</u> | <input type="checkbox"/> Other: _____ |

Note: Refer to the corresponding Project Application Checklist/s for additional submittal requirements.

Applicant: <u>STEVE KNOWLTON</u>	Owner: <u>IDEAS-H-PLANTY LLC</u>
Applicant mailing address: <u>460 CLARK ST</u>	Property owner mailing address: <u>POB 1045</u>
<u>JEROME AZ</u>	<u>JEROME AZ</u>
Applicant role/title: <u>OWNER</u>	
Applicant phone: <u>603-355-7410</u>	Owner phone: <u>603-355-7410</u>
Applicant email: <u>CCHJEROME@GMAIL.COM</u>	Owner email: <u>CCHJEROME@GMAIL.COM</u>
Project address: <u>446 CLARK ST</u>	Parcel number:
Describe project: <u>SET A 20' CONEX BOX AS A</u>	
<u>TEMPORARY STORAGE BUILDING FOR MATERIALS</u>	
<u>FOR THE RESTORATION PROJECT OF 446 CLARK ST</u>	

- I understand that review by the Jerome Design Review Board, Planning and Zoning Commission, and Town Council is discretionary.
- I understand that the application fee is due at submission and review will not be scheduled until fee is paid to the Town.
- I understand review criteria are used in evaluation by the Jerome Design Review Board and/or Planning and Zoning Commission. These criteria are included in the Jerome Zoning Ordinance.
- I understand that this application will not be scheduled for consideration until all required materials have been submitted and the application is determined to be complete.

Applicant Signature: Steve Knowlton Date: 12/16/21

Property Owner Signature: Nancy L Robinson Date: 12/16/21

For Town Use Only

Received from: _____ Date: _____

PAID IN FULL 1/10/22

Received the sum of \$ _____ as: ☐ Check No. _____ ☐ Cash ☐ Credit Card

By: _____ For: _____


Tentative Meeting Date/s - DRB: _____ P&Z: _____

**Ideas-A-Plenty, LLC
446 Clark Street
PO Box 1045
Jerome, AZ 86331**

December 20, 2021

Town of Jerome:
Planning & Zoning Commission
Design Review Board
Town Council

Now a 14-ft
container



We would like to acquire your approval to place an 8' x 8' x 20' Conex as a temporary structure for material and tool storage during the construction/renovation of 446 Clark Street.

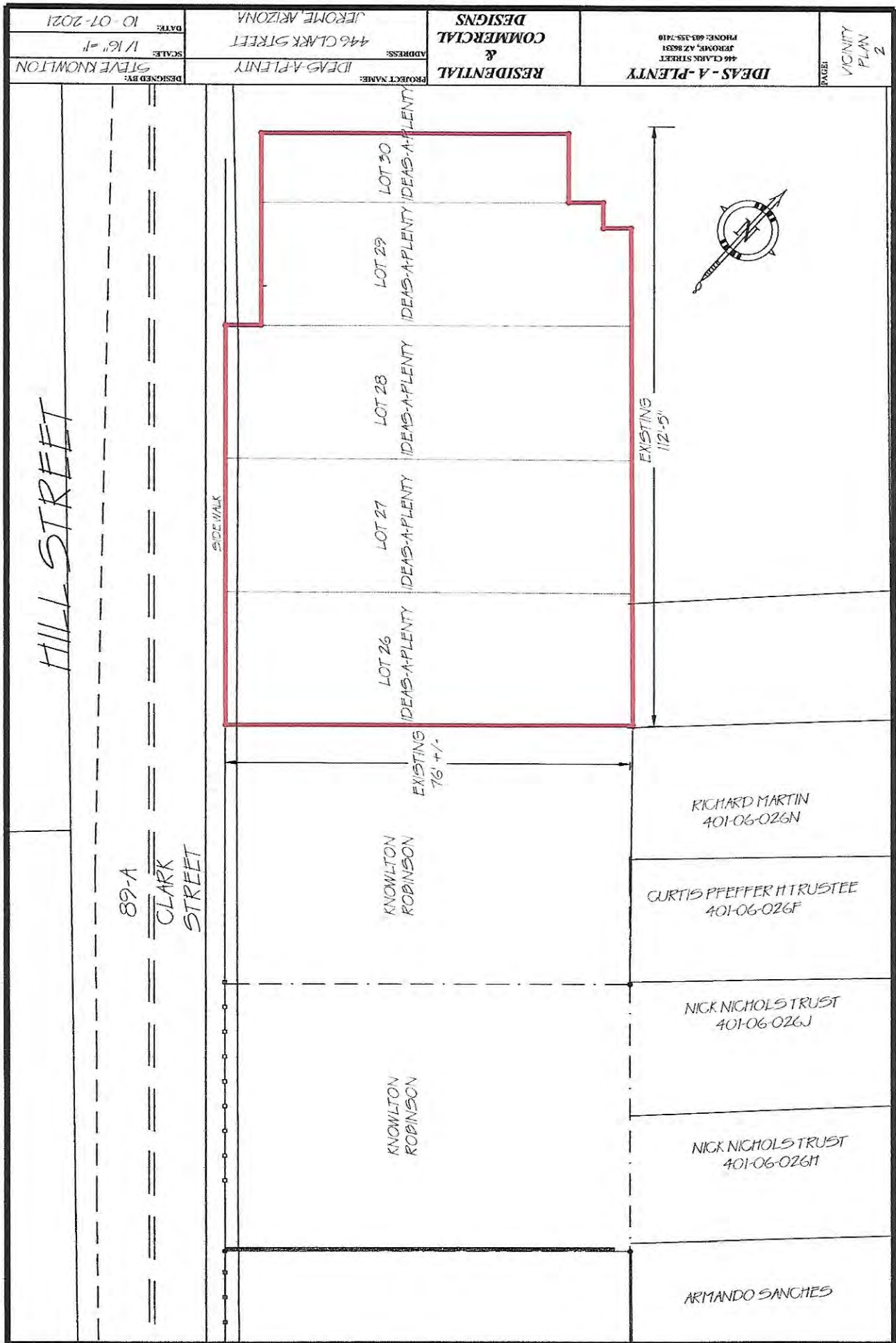
We are also very aware of the visual effect to the surrounding neighbors and therefore the Conex will be placed such that it should not be noticeable from Clark Street and minimal visibility from Main Street. That which is visible will be painted to blend into the natural surroundings or as recommended by you.

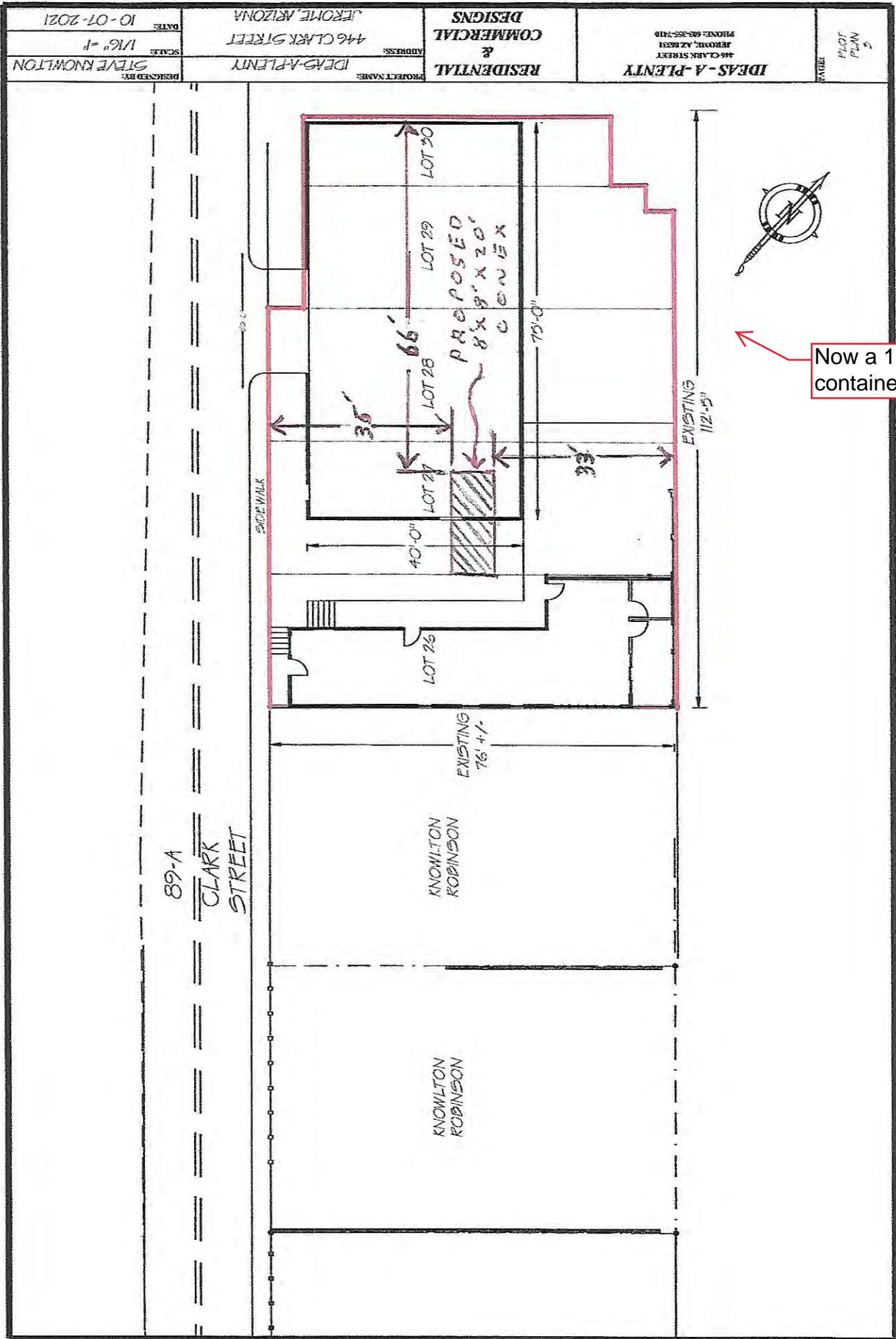
It is understood that this temporary structure will have to be removed before a final Certificate of Occupancy is granted for 446 Clark Street.

Respectfully submitted,



Steve Knowlton
Ideas-A-Plenty, LLC





SEE DESIGN OF 14-FT CONTAINER ON
NEXT TWO PAGES (THIS WAS THE
ORIGINAL CHOICE)









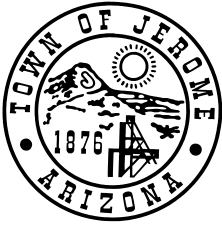
View from Main Street



Clark St looking north



Clark St looking south



TOWN OF JEROME

Post Office Box 335, Jerome, Arizona 86331
(928) 634-7943

P&Z Resolution 2022-03 Recommending approval of a CUP for a shipping container

Whereas the Town of Jerome has received an application from Steve Knowlton for a conditional use permit to allow a temporary shipping container in the C-1 zone at 446 Clark Street (APN 401-06-032);

Whereas a shipping container is not specifically listed as a permitted or conditional use in the Jerome Zoning Ordinance;

Whereas the applicant has requested that shipping containers be determined to be similar in nature to a temporary building “for uses incidental to construction work, which buildings shall be removed upon completion of or abandonment of the construction work,” which *are* permitted in residential zones per the Jerome Zoning Ordinance and which would therefore be a conditional use in the C-1 District; and

Whereas the Jerome Design Review Board shall review this application at their February 7, 2022 meeting; and

Whereas the Planning and Zoning Commission finds that the temporary building applied for will not be detrimental to the public health, safety, peace, convenience, comfort, and 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 to the general welfare of the Town;

Whereas the Planning and Zoning Commission has designated conditions in connection with the use permit that it deems necessary to secure the intent and purposes of the Jerome Zoning Ordinance and may require guarantees and evidence that such conditions are being or will be complied with.

Now, therefore be it resolved that the Planning and Zoning Commission of the Town of Jerome, Arizona, recommends approval of this Conditional Use Permit by the Town Council, subject to the following conditions:

1. **Certificate of Occupancy** – The applicant shall receive the Certificate of Occupancy from the town building inspector once the construction project is completed and only after the shipping container is removed from the property.
2. **Visual compatibility** – The applicant shall present his application to the Jerome Design Review Board for approval and comply with any requirements deemed necessary to make the shipping container visually compatible with the surrounding area.
3. **Review** - The Planning and Zoning Commission shall review the CUP approximately six (6) months from the opening date of the business. The review shall address any complaints or concerns and compliance with existing conditions of approval. New conditions may be added if necessary to mitigate any new issues that have arisen.

P&Z RESOLUTION NO. 2021-16

4. **Expiration of Approval** - Any use permit issued by the Town Council shall be commenced within six (6) months from the date of Council ratification, and diligently pursued, otherwise it shall become null and void. If necessary, the applicant may request an extension by the approval body, if the extension is submitted prior to approval expiration.

Adopted and approved by a majority vote of the Planning and Zoning Commission on the 19th day of January 2022.

ATTEST:

APPROVED:

Rosa Cays, Deputy Town Clerk

Chairman Lance Schall