

CASE NO. _____
Accepted by: _____
Date: _____
Acct #: _____
Fees: _____
Staff Use Only

ZONING CLEARANCE FOR MANUFACTURED HOMES APPLICATION
(Incomplete applications will not be accepted)

PROPERTY INFORMATION			
DEVELOPMENT/PROJECT NAME:		PARCEL NUMBER(S):	
ADDRESS OR DESCRIPTIVE LOCATION:		GROSS AREA (ACRE/SQ. FT.):	
		NET AREA (ACRE/SQ. FT.):	
CURRENT ZONING:	CURRENT GENERAL PLAN DESIGNATION:		
CURRENT USE:			
PROJECT INFORMATION			
PROJECT DESCRIPTION/ ZONING CLEARANCE REQUEST:			
APPLICANT INFORMATION (Single point of contact)		PROPERTY OWNER INFORMATION	
NAME:		NAME:	
ADDRESS:		ADDRESS:	
CITY, ST, ZIP:		CITY, ST, ZIP:	
PHONE NUMBER:		PHONE NUMBER:	
EMAIL:		EMAIL:	
Review times in accordance with SB 1598 Policy			
APPLICATION FEES (STAFF ONLY)			
BASE FEE:	Zoning Clearance	\$176	
		BASE FEE SUBTOTAL	\$176
		TOTAL AMOUNT DUE	\$176

I, THE UNDERSIGNED APPLICANT, CERTIFY THAT THE INFORMATION ON THIS APPLICATION IS TRUE AND CORRECT.
SIGNATURE: _____ DATE: _____

I, THE UNDERSIGNED OWNER, CERTIFY THAT THE INFORMATION ON THIS APPLICATION IS TRUE AND CORRECT AND CONSENT TO THIS APPLICATION.
SIGNATURE: _____ DATE: _____

Development Services Department
11465 W. Civic Center Drive, Avondale, AZ 85323 • Phone (623) 333-4000 • Fax (623) 333-0400 • TDD (623) 333-0010
www.AvondaleAZ.gov/Developmentservices

Per A.R.S. § 9-495, an employee able to provide additional information is available at 623-333-4000 and EmailDevelopmentServices@avondaleaz.gov. All inquiries will receive a response within five business days.
Please refer to the notice located on the last page of this document.

**ZONING CLEARANCE FOR MANUFACTURED
HOMES SUBMITTAL CHECKLIST &
ACKNOWLEDGEMENTS**

- Completed application with both the applicant’s and owner’s original signature
- Completed Property Owner Authorization form with owner’s original signature
- **MANUFACTURED HOME ON SINGLE-FAMILY LOT**
 - Plot Plan – 11’ x 17” and drawn to scale to include:
 - Scale
 - Address
 - Parcel number
 - Proposed location of manufactured home on parcel
 - Setbacks – front, side, rear
 - Table including lot area, ground floor area of proposed structure, and percent lot coverage
 - Exterior finish and roof materials used
 - Roof overhang
 - Driveway location, width, and surface material
 - Adjacent streets
 - Above-ground utility locations, to include meters and service boxes
 - Proposed method of installation
 - Garage or carport as required by the Zoning Ordinance
 - OR
- **MANUFACTURED HOME IN MH PARK**
 - Plot plan – 11” x 17” and drawn to scale to include:
 - Scale
 - Address
 - Lot number
 - Proposed location of manufactured home on lot
 - Setbacks from perimeter of park
 - Building separation
 - Above-ground utility locations, to include meters and service boxes
- Each item on the checklist is to be submitted digitally online
- Other: _____

I acknowledge that the following items are required for the processing of my application with the City of Avondale Development Services Department. I understand that the application will be not accepted without the following items and that the City of Avondale reserves the right to request additional information supplementary to this list.

Applicant Signature: _____

Date: _____

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NOTICE: By participating in any correspondence, telephone conversation, discussion, meeting, or any other communication with an Avondale employee, you agree and acknowledge that: (1) any information provided in a format other than a formal written determination by the designated Zoning Administrator is preliminary in nature and shall not be relied upon for any purpose by the recipient or any other person or entity; (2) any information provided by an Avondale employee is not the equivalent of a title report or a real estate survey; (3) you are responsible for independently researching and verifying the information; (4) an Avondale employee is not authorized to bind the City of Avondale in any manner, except by formal Zoning Administrator determination; and (4) any error, omission, incorrect information, or false information provided by an Avondale employee shall not give rise to any liability on behalf of the City of Avondale.