



**Santa Cruz County  
Community Development Department**

**TECHNICAL ADVISORY COMMITTEE DEVELOPMENT PLAN**  
Submittal Requirements Check List

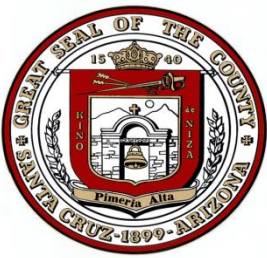
2150 N Congress Drive, Suite #215 ■ Nogales, AZ 85621 ■ 520-375-7930

**Technical Advisory Committee**

Fire District, Community Development Dept., Public Works Dept., Flood Control, Environmental Health Dept., and others as needed, including, but not limited to, the Building Dept. including ADWR, ADEQ and ADOT.

**Submittal Requirements;** see Article 15, Section 1505 for minimum standards and requirements.

- 1. Fully Completed Application Form**
- 2. Fee: \$300.00**
- 3. Development/Site Plan (4 copies)**
  - a. Two copies delivered by the applicant to the Fire Department of Jurisdiction.** The applicant shall deliver 2 full-sized copies of the plan and provide a signed letter, or signed receipt, from the Fire District confirming the delivery with the submittal of the remaining documents.
  - b. Two copies delivered to the Community Development Department**
- 4. Landscape Plan; see Article 19 and 29 of the Zoning and Development Code.**
- 5. Lighting Plan; see Article 28 of the Zoning and Development Code.**
- 6. Sign Plan including illumination, see Article 17 of the Zoning and Development Code.**
- 7. Cover sheet shall be stamped by a Registered Civil Engineer**
  - a) Grading/Paving/Drainage
  - b) Improvements
  - c) Landscape
- 8. Two (2) copies of the following to support the project:**
  - a) Soil/Geotechnical Report
  - b) Traffic Report (Level of study determined by County Engineer)
  - c) Hydrology/Hydraulic Report
  - d) Title Report (1 copy)
- 9. Utilities-service provider letters (1 copy)**
  - a) Underground Electricity
  - b) Water & Sewer
  - c) Telephone & Cable
  - d) Solid Waste Removal
- 10. Clearances (1 copy)**
  - a. Assessor
  - b. Treasurer
- 11. Electronic pdf files of all documents.**



**Santa Cruz County  
Community Development Department**

**TECHINICAL ADVISORY COMMITTEE (TAC)  
DEVELOPMENT PLAN**

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DP- \_\_\_\_\_

APN \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

Section \_\_\_ Township \_\_\_ Range \_\_\_ District # \_\_\_\_\_

Project Square Feet \_\_\_\_\_ Acres \_\_\_\_\_

Zoning \_\_\_\_\_

Owner \_\_\_\_\_ email \_\_\_\_\_ Phone \_\_\_\_\_

Applicant \_\_\_\_\_ email \_\_\_\_\_ Phone \_\_\_\_\_

Engineer \_\_\_\_\_ email \_\_\_\_\_ Phone \_\_\_\_\_

Architect \_\_\_\_\_ email \_\_\_\_\_ Phone \_\_\_\_\_

Landscape Architect \_\_\_\_\_ email \_\_\_\_\_ Phone \_\_\_\_\_

Has this property ever been subdivided or have any other binding recorded information? \_\_\_\_\_

If yes, state book and page \_\_\_\_\_

Water \_\_\_\_\_ Electric \_\_\_\_\_

Septic \_\_\_\_\_ Gas \_\_\_\_\_

Phone \_\_\_\_\_

Fire District \_\_\_\_\_

Elementary School \_\_\_\_\_

Jr. High School \_\_\_\_\_

High School \_\_\_\_\_

I understand that submission of this application does not mean that the project will be approved. I understand that approval will be at the discretion of the Technical Advisory Committee (TAC), and that the project will need to meet all minimum design standards, regulations and requirements of the Zoning and Development Code. I accept the responsibility for attending the TAC meeting or will send a representative. I understand that failure to attend such meetings may result in the postponement of any action by the Technical Advisory Committee (TAC).

\_\_\_\_\_  
Applicant Signature (Agency letter required if signed by other than owner)      Date

Fee: \$300.00 (3 reviews + 100.00 each review thereafter)



Date stamp here