



# TOWN OF DEWEY-HUMBOLDT

## "Arizona's Country Town"

**ZONING CLEARANCE  
APPLICATION**  
Community Development  
PO Box 69 - Humboldt, AZ 86329

[www.dhaz.gov](http://www.dhaz.gov)

Phone: 928-632-7362, Fax: 928-632-7365

DATE SUBMITTED: \_\_\_\_\_ PERMIT #: \_\_\_\_\_ PARCEL #: \_\_\_\_\_

**APPLICATION FOR RESIDENTIAL PERMIT ONLY** Project Valuation (exclude land): \$ \_\_\_\_\_

Site Address: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Applicant: \_\_\_\_\_

Owner Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Applicant Email: \_\_\_\_\_ Applicant Phone: (\_\_\_\_) \_\_\_\_\_

Project Description: \_\_\_\_\_  
(Include dimensions, sq. footage and the type of material used)

### Check all That Apply:

(Total value may not exceed \$6,000 or Building Permit regulations apply.)

- |                                                                                                               |                                                                  |
|---------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|
| <input type="checkbox"/> Shed: One level, detached, not to exceed 400 sq. ft. with no electricity or plumbing | <input type="checkbox"/> Retaining wall: Not over 4'             |
| <input type="checkbox"/> Free standing wall: Not over 4'                                                      | <input type="checkbox"/> Animal Shade: Not to exceed 400 sq. ft. |
| <input type="checkbox"/> Fence: Not over 6' high from natural grade.                                          | <input type="checkbox"/> Other: _____                            |

**Fences within the required yards/setbacks shall maintain a 4' front yard, 6' side yard and 6' rear yard maximum height for that opaque or solid portion which obstructs the passage of air or light more than 50% on any residential zoned lot or that portion of other lots contiguous thereto.**

The Town of Dewey-Humboldt does NOT regulate deed restrictions. It is recommended that all applicants check to verify that CC & R's will not be violated by the applicant if this permit is issued. Every permit issued shall become invalid two (2) years from the issue date. The building official is authorized to grant a one (1) time extension of time for a period of up to 180 days. This permit becomes null and void if work or construction authorized is not commenced within 180 days or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced. I hereby certify that I have read and examined this 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 state or local law regulating construction or performance of construction. I acknowledge that I make this statement under penalty of perjury.

I am: Owner: ☐ Contractor ☐  
Agent: ☐ Other: \_\_\_\_\_

Signature of Applicant \_\_\_\_\_

Date \_\_\_\_\_

|                      | Initials: | Date: |
|----------------------|-----------|-------|
| Zoning Approval:     |           |       |
| PW Approval:         |           |       |
| Flood Control        |           |       |
| GDP#:                |           |       |
| Plan Check Approval: |           |       |

|                 |                                  |                                       |                             |
|-----------------|----------------------------------|---------------------------------------|-----------------------------|
| Payment Date:   |                                  | Initials:                             |                             |
| Payment Amount: |                                  |                                       |                             |
| Description:    | Deposit <input type="checkbox"/> | Paid in Full <input type="checkbox"/> |                             |
|                 | Check <input type="checkbox"/>   | Cash <input type="checkbox"/>         | CC <input type="checkbox"/> |
| Receipt #:      |                                  | Date permit final:                    |                             |

# Checklist for Permit Submission

Please have all checked components with you when you drop off permit so it can be submitted for review

|                                                                             | Residential Building Permit | Manuf. Home Permit | Solar Permit | Grading Permit | Over the Counter Permit (Elec, Plumb, Mech) | Zoning Clearance Permit (Fences, out buildings) |
|-----------------------------------------------------------------------------|-----------------------------|--------------------|--------------|----------------|---------------------------------------------|-------------------------------------------------|
| Signed Permit Application                                                   | X                           | X                  | X            | X              | X                                           | X                                               |
| *Issued Septic Permit (From Yavapai County)                                 | X                           | X                  |              |                |                                             |                                                 |
| <i>Types of Plans:</i>                                                      |                             |                    |              |                |                                             |                                                 |
| • 2 Sets of Full Construction Plans                                         | X                           |                    | X            | X              |                                             |                                                 |
| • 2 AZ Stamped Truss Calculations                                           | X                           |                    |              |                |                                             |                                                 |
| • 2 sets of plans and footings approved by State of AZ Manufactured Housing |                             | X                  |              |                |                                             |                                                 |
| • 1 Plot Plan 8 ½ " x 11"                                                   | X                           | X                  | X            | X              | X                                           | X                                               |
| • 2 Site Plan 18" x 24" (Min size)                                          | X                           | X                  | X            |                |                                             |                                                 |
| Affidavit of Site Soil                                                      | X                           | X                  |              | X              |                                             |                                                 |
| Soils Report                                                                | X (possibly)                | X (possibly)       |              | X (possibly)   |                                             |                                                 |
| Directions to Site                                                          | X                           | X                  | X            | X              | X                                           | X                                               |
| Residential Outdoor Lighting                                                | X                           | X                  |              |                |                                             |                                                 |
| Deposit or One time fee                                                     | X                           | X                  | X            | X              | X                                           | X                                               |

If you are uncertain what is needed, please call us, we would be happy to help.

\* Yavapai County handles all Septic Permits. We are unable to start the approval process of any residential plans until we know where the approved septic system will be located and its size.



## Town of Dewey-Humboldt

### Directions to Site

- An actual detailed line map is needed, not written instructions.
- Use starting point of Highway 69 (a North to South Rd)
- Make sure **street names** and north arrows **ARE readable**.
- If the map is not adequate it could cause a delay in issuing your permit.

Parcel ID: \_\_\_\_\_ Address: \_\_\_\_\_



**TOWN OF DEWEY-HUMBOLDT**  
**Plot Plan Sketch and Affidavit**

I certify that I am authorized by the property owner to make this application, that all information provided for this application is correct and that this plot plan, as part of the permit, indicates all structures (including fences, walls, and pads), correct property and building dimensions; setback distances; legal access and easements; road cuts; walls and/or any water course (including washes, drainage ditches etc.) on or within 50'; 100' and 200' respectively of the property. We agree to conform to all applicable laws of this jurisdiction.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Orientation of Plot Plan**

|                            |  |  |  |  |
|----------------------------|--|--|--|--|
| Dimension & Lettering<br>↕ |  |  |  |  |
|                            |  |  |  |  |
|                            |  |  |  |  |
|                            |  |  |  |  |
|                            |  |  |  |  |
| Dimension & Lettering<br>↔ |  |  |  |  |

Document #

Sec

Twn

Rng

A P N

Zoning:

Stories:

Height:

Slope: %

FY:

RY:

EY:

IY:

LC:

Lot Area

Lot %

Density  
Used:

Scale:

North  
Arrow

MUST BE DRAWN TO SCALE PER CHECKLIST. An additional 8 ½" x 11" sheet may be used to provide an area map for a parcel which exceeds 2 acres or dimensions of 300 feet.

**\*\*Note: If individual wells provide water, maintain minimum septic setbacks of 50' from property lines and 100' from all wells, including neighboring wells.**