

Gila County Community Development Division  
Planning & Zoning Department

1400 E. Ash Street, Globe, AZ 85501  
928-425-3231 EXT 8514 or 8516, FAX 928-425-0829

or

714 S. Beeline Highway, Suite 200, Payson, AZ 85541  
928-474-9276, FAX 928-474-0802

**MOBILE HOME OR RV PARK DEVELOPMENT APPLICATION**

Date \_\_\_\_\_ File No. \_\_\_\_\_  
Applicant Name \_\_\_\_\_ Phone No. \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_

Owners Name \_\_\_\_\_ Phone No. \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_

(If the applicant is not the owner of the subject property, the owner must sign the application authorizing the applicant to apply.)

Property Address \_\_\_\_\_  
Tax Assessor Parcel No. \_\_\_\_\_  
Legal Description \_\_\_\_\_  
Current Zoning \_\_\_\_\_  
Current Use of Property \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SITE PLAN and OVERALL CONCEPTUAL PLAN (see attached sheet for requirements) must be submitted with the application, along with a reproducible 8½" x 11" reductions of all plans.

**Information must be completed and accurate. Include all required information as outlined on the attached instruction sheets.**

**FEE: \$500 PLUS \$5 PER LOT/ SPACE AND TRACT.**

**FOR OFFICE USE ONLY**

Fee received: Check \_\_\_\_\_ Cash \_\_\_\_\_ Date \_\_\_\_\_  
PZC Hearing Date \_\_\_\_\_ Action \_\_\_\_\_  
If denied and appealed, BOS Hearing Date: \_\_\_\_\_  
BOS Action \_\_\_\_\_

**File: MHRVDEVAPP.2003**

Gila County Mobile Home and RV Park Developments  
Site Plan Submittal Requirements

Name and File No. \_\_\_\_\_  
Tax Assessor Parcel No. \_\_\_\_\_

Note: It is recommended that a concept plan be submitted to the Development Office for review prior to preparing an engineered site plan.

**General Submittal Requirements:**

- \_\_\_\_\_ Rezoning application submitted if applicable
- \_\_\_\_\_ Site plan application and fee
- \_\_\_\_\_ Submit 2 blueprint copies of engineered site plans
- \_\_\_\_\_ Transmittal sheets verifying that a copy of the site plan has been submitted to the Utility Companies, USFS and ADOT (If applicable)
- \_\_\_\_\_ Copy of ADEQ approval for the construction of water and waste water systems submitted
- \_\_\_\_\_ Agreement to serve by a properly franchised water company
- \_\_\_\_\_ Statement signed by owner that park will be served by owners well, with water included as part of space rent
- \_\_\_\_\_ Copies of letter of "intent to serve" form utility companies
- \_\_\_\_\_ Floodplain status report submitted

**Site Plan Requirements:**

Site plans submitted for Planning & Zoning Commission approval must be prepared by a registered surveyor or engineer, and shall include all of the following information.

- \_\_\_\_\_ Name of development & location by Section, Township and Range
- \_\_\_\_\_ Name, address and phone number of owners
- \_\_\_\_\_ Surveyor's or engineer's seal, address, phone number and preparation date
- \_\_\_\_\_ General vicinity map showing access, with roads & towns identified
- \_\_\_\_\_ 24"x36" maximum paper size
- \_\_\_\_\_ Scale (minimum 100ft. per inch or larger) and North point
- \_\_\_\_\_ Boundaries clearly shown, with dimensions and bearings
- \_\_\_\_\_ Location, size and specification of existing or proposed buildings and improvements, such as water wells, tanks, utilities, septic tanks, leach lines, sewage treatment plants, office, laundries, restrooms, swimming pools, playgrounds, etc.
- \_\_\_\_\_ Location, dimensions and names of existing and proposed roads and access and utility easements including recording information for existing roads and easements and connection with off-site roads. Adequate legal access is required, and RV parks located in a floodway area must have an emergency evacuation plan
- \_\_\_\_\_ Delineate any floodplain area, together with elevation. Indicate any floodway within the development
- \_\_\_\_\_ Show typical Mobile Home or RV space, with setbacks in accordance with Trailer District regulations; show maximum home size
- \_\_\_\_\_ Names of utility companies serving the site

- \_\_\_\_\_ Location of screened trash collection stations, one per 10 spaces
- \_\_\_\_\_ Designate parking spaces, in accordance to Trailer District requirements
- \_\_\_\_\_ Location and description of walls and or fences as required in the Trailer District
- \_\_\_\_\_ Road and utility line trenching details

Placement of the following notes must appear on the site plan:

- \* Development and use of this site will conform to all applicable codes, ordinances, and permit requirements
- \* All interior vehicular rights-of-way will remain private and will be maintained by the property owners

Comments/Notes: \_\_\_\_\_  
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