Yuma County, Arizona
DEPARTMENT OF DEVELOPMENT SERVICES
2351 West 26th Street, Yuma, Arizona 85364
Phone: (928) 817-5000
Fax: (928) 817-5020

PROCEDURE FOR AN INTERPRETATION

1. **Purpose**
An interpretation of the zoning ordinance can be requested when the meaning of any word, phrase or section is in doubt, when there is dispute between the appellant and enforcing officer, or when the location of a district boundary is in doubt. An appeal to the Board of Adjustment may be taken by any person who feels that there is error or doubt in the interpretation of the ordinance.

2. **How to Apply**
Applicant or his designated agent must come to the Department of Development Services Permitting & Customer Service Building at 2351 West 26th Street, Yuma, Arizona. Planning staff will provide the appropriate forms and help identify the information that is required.

Information that is **required** to begin the application process includes the following:

- ❑ Name, address and phone number of applicant and agent
- ❑ Signature of the person making application, including the selection of the appropriate box showing representation
- ❑ Selection of appropriate box designating whether the request is an interpretation of the meaning of a word/phrase/Section of the Ordinance or if the request concerns a Zoning District boundary line dispute
- ❑ Section of Zoning Ordinance from which the interpretation is being requested or location of disputed boundary line from Official Zoning Map
- ❑ Reasoning for requesting the interpretation or boundary line dispute, stating specifically what is being requested and why it is needed

Additional **optional** information for application:

- ❑ Any development plans, site plan (see #4 be low),drawings or evidence to support or explain your case
- ❑ Assessor's Parcel Number (APN) & legal description of affected property (if applicable) which can be obtained from deed or tax records

3. Fees

A **non-refundable** fee is required at the time the application and support information is submitted. The fee is $390.00 per interpretation.

4. **Scaled Site Plan**

If a site plan is submitted with the application, it must be drawn to scale. Scales of 1 inch = 10 feet or 1 inch = 20 feet are preferred. The site plan must be submitted on white paper only, no larger than 11x 17 inch; 8-1/2 x11 inch paper is preferred. The following items must be shown on the site plan:

Lot dimensions
Scale being used
North arrow
All street frontage(s)
Well, septic system and leach line location, if any
All existing structures(s)
Proposed structure(s)
Distance from property lines to all existing and proposed structure(s)
Distance between all existing and proposed structure(s)

5. Board of Adjustment

Once the complete application, support information and fee is submitted, the interpretation request is scheduled for the next available public hearing of the Board of Adjustment. The applicant will be notified in writing of the meeting time and date. Staff reports and recommendations will be made available to the owner/agent prior to the meeting date.

The Board of Adjustment consists of five members appointed by the Board of Supervisors. At the hearing, the Board of Adjustment considers the reports and recommendations of staff and listens to any public input from any concerned parties. The applicant or his agent must be present at the meeting to hear the proceedings and to answer any questions concerning the interpretation dispute. The Board of Adjustment then votes to either: agree with the enforcing officer; agree with the applicant; or continue the request to a future hearing.

6. Appeals

Actions by the Board of Adjustment may be appealed to Yuma County Superior Court. It is suggested those wishing to appeal an action of the Board of Adjustment contact an attorney regarding their appeal.

Created 10/01/02
Updated 04/03/18

YUMA COUNTY

PLANNING AND ZONING APPLICATION FORM

ONLY FOR UNINCORPORATED AREA OF YUMA COUNTY, ARIZONA

OFFICE USE ONLY

CASE NO. _____

PROPERTY OWNER(S):

NAME: _____ PHONE # (___) _____-_____

MAILING ADDRESS: _____

FAX# (_____) ____-_____ E-MAIL: _____

AGENT (IF ANY)

NAME (please print): _____ _____
Last Name First Name

PHONE # (_____) _____-_____ MAILING ADDRESS: _____

FAX# (_____) _____-_____ E-MAIL: _____

Assessor's Parcel Number(s): _____

_____

LEGAL DESCRIPTION: SEC_____ TWP_____RNG_____

_____

_____

Acreage: _____ (☐gross ☐net)

CURRENT ZONING _____ PROPOSED ZONING: _____

CURRENT LAND USE DESIGNATION: _____

PROPOSED LAND USE DESIGNATION: _____

PLANNING AREA: _____

INTENDED USE: _____

_____

TYPE OF APPLICATION:

- ☐ Rezoning
- ☐ Special Use Permit
- ☐ Minor Amendment
- ☐ Major Amendment
- ☐ Variance
- ☐ Lot Tie
- ☐ Interpretation
- ☐ Land Division Permit
- ☐ Temporary Use Permit*
- ☐ Temporary Use Permit*-**4-H/FFA**
- ☐ Temporary Special Use Permit*
- ☐ Commission Initiative

ZONING ORDINANCE SECTION # FOR INTERPRETATION: _____

ATTACH EXPLANATION OF REQUESTED INTERPRETATION

OFFICE USE ONLY

Date Received: _____

Accepted by: _____

Fee Paid: $ _____

The applicant agrees to cooperate with planning staff in completing necessary site visits for preparation of reports, information and to post zoning notices all in accordance with Arizona Revised Statutes.

Signed this _____ day of _____20____

_____

_____

Signature(s) of Property Owner(s) or ☐ Legal Agent

**Approval of this application/permit does not void deed restrictions. Please review the deed restrictions before paying the application fee.*

***If this request is approved, the action becomes effective 30 days after the date of the public hearing.*

Revised 9/23/2021

Department of Development Services
Planning and Zoning Division

A.R.S. §12-1134 WAIVER

As provided for by A.R.S. §12-1134(I), the undersigned Owner, or Owner's Agent, of property affected by zoning action _____ does hereby waive any A.R.S. §12-1134 claim for diminution in value related to said zoning action.

If the undersigned is the Owner's Agent, it is further warranted and represented that this Agent has the legal power to bind the Owner to this waiver.

_____	_____	_____
Printed Name	*Signature*	*Date*
_____	_____	_____
Printed Name	*Signature*	*Date*

State of Arizona)
) ss
County of Yuma)

Subscribed and sworn before me this _____ day of _____, 20_____.

_____
Notary Public

(notary seal)