



LAKE HAVASU CITY Annexation Application

Return completed application to the Community Investment Department

2330 McCulloch Blvd. N., Lake Havasu City, AZ 86403 Phone: 928.453.4148 Website: www.lhcaz.gov

For faster processing, email completed application to: planninginfo@lhcaz.gov

To review regulatory procedures see ARIZ. REV. STAT. § 9-471.

CLICK HERE

APPLICATION NUMBER _____

DATE _____

(1) APPLICANT NAME/MAILING ADDRESS/CONTACT INFO

PHONE _____
EMAIL _____

(2) SITE LOCATION(S)

STREET ADDRESS _____

ASSESSOR PARCEL ID _____ TRACT _____ BLOCK _____ LOT _____

(3) PROJECT INFORMATION

Acres _____

(4) SUBMITTAL REQUIREMENTS

- a) Legal description (Metes & Bounds only)
- b) 2 ea. 8 1/2" X 11" map of subject property

(5) APPLICATION PROCESSING TIMEFRAME & FEES

- a) Staff reviews submittal requirements for completeness and compliance with the Lake Havasu City Code (3 business days).
- b) Staff contacts applicant for payment of fee (3 business days). Fees can be paid by credit card, check, or cash.
- c) Staff prepares initial notification to outside agencies and prepares affidavit and petition (15 business days).
- d) Staff requests information from internal departments regarding infrastructure and service plans (10 business days).
- e) Staff files affidavit and blank annexation petition with Mohave County Recorder and schedules item for next available City Council meeting (up to 60 days).
- f) Applicant is responsible to gather property owners' signatures and file completed petition with Mohave County Recorder (up to 1 year).
- g). Introduction of the annexation ordinance will be schedule for the next available City Council meeting (up to 45 days).
- h). Adoption of the annexation ordinance will be schedule for the next available City Council meeting (up to 45 days).
- i). If City Council adopts the annexation by ordinance, it is certified by the City Clerk's Office (3 business days).
- j). If adopted, the ordinance is effective thirty days (30) after adoption if no protest/contest of the annexation has been filed.

Annexation \$3,726.00

(6) CONTACT PLANNING FOR FURTHER INFORMATION

Stuart Schmeling, Zoning Administrator 928.854.0714 schmelings@lhcaz.gov
Luke Morris, City Planner 928.854.0722 morrisl@lhcaz.gov

(7) CLARIFICATION

A person may request the City to clarify its interpretation or application of a statute, ordinance, code, or policy affecting the procurement of this license in accordance with ARIZ. REV. STAT. § 9-839.

(8) CERTIFICATION/ACKNOWLEDGEMENT

- a) I hereby file the above request as an authorized applicant.
- b) To the best of my knowledge, the information provided herein is accurate and true.
- c) I am aware of the steps and timeframes involved in the processing of this application.

To submit this application electronically, Lake Havasu City requires that you certify your application by submitting an electronic signature. Please type your name in the field below and click the confirm signature check box.

SIGNATURE _____

DATE _____

CONFIRM SIGNATURE

