



LAKE HAVASU CITY

Parking-In-Common Amendment 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 Lake Havasu City Code Section 14.05.04(l)

[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

Existing Parking Area _____ (sq. ft)	Proposed Parking Area _____ (sq. ft)
Existing Parking Spaces _____	Proposed Parking Spaces _____
Existing Handicap Spaces _____	Proposed Handicap Spaces _____

(4) SUBMITTAL REQUIREMENTS

- a) Letter of Intent
- b) Written statements of agreement of at least seventy-five percent (75%) of the owners of property within the contiguous block affected by the Parking-in-Common Amendment supporting the proposed change
- c) List from the Mohave County GIS website of property owners within the contiguous block www.mohavecounty.us
- d) 2 ea. 24" X 36" site plan
- e) 2 ea. 8 1/2" X 11" site plan

(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 performs internal review (7 business days).
- d) Application will be scheduled for the next available Planning and Zoning Commission meeting (up to 45 days).
- e) Staff mails original Notice of Action stating approval, approval with conditions, or denial to owner and a copy to applicant (if different) (1 to 3 business days).

Parking-in-Common Amendment \$708.75

(6) CONTACT PLANNING FOR FURTHER INFORMATION

Stuart Schmeling, Zoning Administrator 928.854.0714 schmelings@lhcaz.gov
Luke Morris, 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

