



## **LAKE HAVASU CITY**

*Development Services Department*  
2330 McCulloch Blvd. North ♦ Lake Havasu City, AZ 86403

### ***CONCEPTUAL REVIEW FOR PLANNED DEVELOPMENT***

Application# \_\_\_\_\_

#### **Owner Information**

Owner \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

#### **Applicant Information**

Applicant \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

#### **Site Location**

Tract \_\_\_\_\_ Block \_\_\_\_\_ Lot(s) \_\_\_\_\_ Assessor Parcel No.(s) \_\_\_\_\_

Street Address \_\_\_\_\_

#### **Project Description**

Proposed Use(s) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

#### **Conceptual Plan Review Submittal Requirements**

- One (1) 24" x 36" and One (1) 8 ½" x 11" of a detailed General Development Plan, a landscape plan and architectural building elevations.
- Letter of Intent
- Application Fee: \$435.38

#### **Conceptual Plan Process and Timeframe**

1. Planning Division Staff reviews application to ensure all information necessary to process application has been submitted (1 to 3 business days).

2. Staff processes application (enter in computer system, set P&Z meeting date, etc.), sends request to respective departments for review, and prepares Planning Commission staff report. (20 to 30 days).
3. Planning Commission holds public hearing to review application and provide feedback to applicant based on the information submitted. (30 to 45 days from application submittal).

**Contact Information**

Stuart Schmeling, Senior Planner, (928) 453-4148, ext. 4354, email: schmelings@lhcaz.gov  
Dan Kassik, City Planner, (928) 453-4148, ext. 4623, email: kassikd@lhcaz.gov  
City Website: www.lhcaz.gov

**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 pursuant to ARIZ. REV. STAT. § 9-839.

**Applicant/Owner Acknowledgement**

I am the [ ] applicant [ ] owner of the above referenced property. I hereby file the above request as party of interest, or representative thereof, and declare that all information submitted is true and correct to the best of my knowledge and belief and I am aware of the steps and timeframes involved in the processing of this application.

Signature \_\_\_\_\_ Date \_\_\_\_\_