



LAKE HAVASU CITY

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

DEVELOPMENT CODE AMENDMENT APPLICATION

Application# _____

Applicant Information

Applicant _____ Phone _____

Mailing Address _____

City _____ State _____ Zip Code _____

Project Information

Request _____

Code Amendment Submittal Requirements

- Letter of Request that explains/outlines the proposed Development Code Amendment, including statutory or ordinance requirements.
- Proposed Code Language
- Application Fee: \$2,025.00

Code Amendment Steps and Timeframe

1. Planning Division reviews application to ensure all information necessary to process application has been submitted (1 to 3 business days).
2. Planning Division processes application (enter in computer system, set P&Z and City Council meeting dates, etc.), sends request to respective departments for review, and prepares Planning Commission staff report. (20 to 30 days).
3. Planning Commission holds public hearing and makes a recommendation to the City Council of approval, approval with conditions, or denial. (30 to 45 days from application submittal).
4. City Council holds public hearing and issues an approval, approval with conditions, or denial. (60 to 90 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 Acknowledgement

I am the applicant for the above referenced request. 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 _____