



## LAKE HAVASU CITY

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

### ***PARKING-IN-COMMON AMENDMENT APPLICATION***

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

#### **Applicant Information**

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

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

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

#### **Site Location**

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

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

#### **Project Information**

Request \_\_\_\_\_

Existing Parking Area (Sq. Ft.) \_\_\_\_\_ Proposed Parking Area (Sq. Ft.) \_\_\_\_\_

Existing Parking Spaces \_\_\_\_\_ Existing Handicap Spaces \_\_\_\_\_

Proposed Parking Spaces \_\_\_\_\_ Proposed Handicap Spaces \_\_\_\_\_

#### **Parking-In-Common Amendment Submittal Requirements**

- 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.
- List from the Mohave County Assessor's Office of the names and mailing addresses of all property owners within the contiguous block.
- 24" x 36" Site Plan
- 8 ½" x 11" Site Plan
- Letter of Intent
- Fee: \$642.94

#### **Parking-in-Common Amendment Steps 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, prepare notifications, etc.) and prepares Planning Commission staff report with staff recommendation. (20 to 30 days).
3. Planning Commission holds public hearing and issues an approval, approval with conditions, or denial. (30 to 45 days from application submittal).
4. Staff finalizes Planning Commission resolution based on Planning Commission action and sends copy to applicant and/or owner (7 business days).

**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/agent [ ] 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 \_\_\_\_\_