



LAKE HAVASU CITY

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

TEMPORARY USE PERMIT 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

Name of Event/Use _____

Dates of Event/Use From _____ To _____

Time From _____ am / pm To _____ am / pm

Property Owner: _____ Phone _____

Address: _____

Description/Purpose Of Event/Use: _____

Tents: Yes ___ No ___ (If yes) Number _____ Size (sq. ft.) _____

Canopies: Yes ___ No ___ (If yes) Number _____ Size (sq. ft.) _____

Booths: Yes ___ No ___ (if yes) Number _____

Fireworks Yes ___ No ___

Concessions: Yes ___ No ___ (i.e. food, beverage, liquor, souvenirs, etc.).

Security: Private security personnel provided: Yes ___ No ___

Law enforcement personnel requested: Yes ___ No ___

Noise: (from all sources directly related to the even/use.) Indicate types and sources of significant noise from the event/use and times of day these noises will occur. Sources of noise cannot exceed the decibel levels as set forth within Chapter 9.30.050 of the Lake Havasu City Code.

Noise Source _____ Times of Day _____

How will noise levels be managed to avoid creating a public nuisance to residents in the area of the event of use?

Temporary Use Permit Submittal Requirements

- The application must be completed and submitted to the Development Services Department at least fourteen (14) days in advance of the event/use.
- Written proof of authority/permission from property owner
- 8 ½" x 11" site plan which includes restroom facilities, parking, access, concession location, etc.
- Temporary Use Permit fee: \$399.94

Temporary Use Permit 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. Planning Division processes application and begins their review of the application as well as sends request to other City departments for their review. (10 business days).
3. If approved, administrative staff sends applicant notice of action stating approval and any conditions related to the approval. (1 to 3 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. The above information is complete and correct to the best of my knowledge. I understand that this permit is granted on the basis of information supplied in the application, and that the permit may be denied or revoked if found to be incorrect and/or incomplete. I further understand that the event may be monitored by the City, and that failure to comply with any conditions placed on permit approval or the creation of a public nuisance as defined by applicable state and local law may result in the immediate abatement of the offending activity and/or revocation of the permit. Lake Havasu City reserves the right to require utilization of trained public services personnel as may be warranted by certain or specific conditions or as deemed necessary by the City.

Signature _____ Date _____