



# LAKE HAVASU CITY

## Height Adjustment Application

Submit completed application to the Development Services Department / Planning Division:  
2330 McCulloch Blvd N. / Lake Havasu City, AZ 86403 or [planninginfo@lhcaz.gov](mailto:planninginfo@lhcaz.gov)

To review regulatory procedures, see Lake Havasu City Code Section 14.05.04(E)(2).

DATE \_\_\_\_\_

### (1) APPLICANT NAME / MAILING ADDRESS / CONTACT INFO

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
PHONE \_\_\_\_\_  
EMAIL \_\_\_\_\_

### (2) SITE LOCATION

STREET ADDRESS \_\_\_\_\_ TRACT \_\_\_\_\_ BLOCK \_\_\_\_\_ LOT \_\_\_\_\_  
ZONING DISTRICT \_\_\_\_\_

### (3) REQUEST DETAILS

AVERAGE LOT GRADE BY CODE: \_\_\_\_\_ REQUESTED GRADE: \_\_\_\_\_

### (4) AUTHORITY

The purpose of the height exception is to provide the property owner with the flexibility to balance on-site cut and fill in achieving the final grade. City Code Section 14.05.04(E)(2), Height of Building Site on Upward Sloping Lots, provides the Development Services Department with the authority to grant height exceptions.

### (5) SUBMITTAL REQUIREMENTS

- a) Two (2) ea. 24" x 36" grading plans stamped with topographical contours showing:
- i) Proposed and existing grades at the lot corners, setback corners, and building pad corners
  - ii) Proposed finish floor elevations and building pad dimensions
  - iii) Cut and fill quantities
  - iv) Driveway locations and dimensions
  - v) Reference points of adjoining lots and/or structures
  - vi) Method of slope retention

- b) Two (2) ea. 8-1/2" x 11" grading plans stamped with topographical contours as listed above

**Note: If there is a current grading permit, plans must be revised and resubmitted to the Building Division along with this application**

### (6) CONTACT PLANNING FOR FURTHER INFORMATION

Trevor Kearns, City Planner, Phone: (928) 854-0783, [kearnst@lhcaz.gov](mailto:kearnst@lhcaz.gov)

Chris Gilbert, Planning Division Manager, Phone: (928) 854-0722, [gilbertc@lhcaz.gov](mailto:gilbertc@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 processing of this application in accordance with ARS § 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.

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

### CITY USE ONLY BELOW

REQUEST APPROVED ☐ REQUEST DENIED ☐ MAX GRADE APPROVED \_\_\_\_\_

CONDITIONS OF APPROVAL (if any) **Note:** Fire sprinklers will be required on pad heights greater than 120.00.

BY \_\_\_\_\_

DATE \_\_\_\_\_

Notice: Arizona Revised Statutes § 9-495 requires in any written communication between the City and a person, the City provide the name, telephone number, and email address of an employee to provide information if the communication: 1) Demands payment of a tax, fee, penalty, fine or assessment; 2) Denies an application for a permit or license that is issued by the City; or 3) Requests corrections, revisions or additional information or materials needed for approval of any application for a permit, license or other authorization that is issued by the City. The employee shall reply within five (5) business days after City's receipt of a communication if authorized and able.