



LAKE HAVASU CITY

Temporary Use Permit Application

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

For use specific standards see Lake Havasu City Code Section 14.03.03(F)

APPLICATION NUMBER _____

DATE _____

(1) OWNER NAME/MAILING ADDRESS/CONTACT INFO

Phone: _____
Email: _____

(2) APPLICANT NAME/MAILING ADDRESS/CONTACT INFO (if different than Owner)

Phone: _____
Email: _____

(3) SITE LOCATION

Street Address: _____
Assessor Parcel ID: _____ TRACT _____ BLOCK _____ LOT _____

(4) EVENT INFORMATION

Description: _____

Event Start Date & Time: _____ Event End Date & Time: _____

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		
Private Security	Yes	No		
Request Law Enforcement	Yes	No		

Noise From All Sources Related to the Event: Indicate type/source of significant noise from the event and times of day the noises will occur. Sources of noise cannot exceed the decibel level outlined in Chapter 9.30.050 of the Lake Havasu City Code.

Noise/Source: _____ Time(s) of Day: _____
Noise/Source: _____ Time(s) of Day: _____

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

(5) SUBMITTAL REQUIREMENTS

- a) Completed applications must be submitted to the Development Services Department 21 days prior to the event
- b) Written permission for the event from the property owner
- c) One (1) ea. 8-1/2" x 11" Site Plan including restrooms, parking, access, concessions (if applicable)

(6) APPLICATION PROCESSING TIMEFRAME & FEES

- a) Staff reviews submittal for completeness and compliance with the Lake Havasu City Code (3 business days).
- b) Staff contacts applicant for payment of fee (3 business days). Fees can be paid by credit card, check, or cash.
- c) Staff processes review, which includes multiple City departments (10 business days).
- d) Staff mails original Notice of Action to owner and a copy to applicant (if different).

- Temporary Use Permit (4-30 Days): **\$464.74**
- Temporary Use Permit (3 Days): **\$115.43**
- Temporary Use Permit (4 - 30 Days - Non Profit 501C3): **\$232.88**
- Temporary Use Permit (3 Days - Non Profit - 501C3): **\$57.71**

(7) CONTACT PLANNING FOR FURTHER INFORMATION

Luke Morris, City Planner (928) 854-0722 morrisl@lhcaz.gov

Stuart Schmeling, Development Services Director (928) 854-0714 schmelings@lhcaz.gov

(8) 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.

(9) 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.
- c) If any information is incorrect, I understand this permit can be revoked.
- d) I understand failure to comply with conditions placed on this permit 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 or revocation of this permit.
- e) I understand this event may be monitored by the City.
- f) 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.
- g) I am aware of the steps and timeframes involved in the processing of this application.

To submit this application electronically, Lake Havasu City requires that you certify your application by submitting an electronic signature. Please type your name in the field below and click the confirm signature check box.

SIGNATURE _____

DATE _____

CONFIRM SIGNATURE