

CITY OF BULLHEAD CITY
 DEVELOPMENT SERVICES
 PLANNING AND ZONING
 2355 TRANE ROAD
 BULLHEAD CITY, AZ 86442
 Office: 928-763-0123
 Fax: 928-763-0131



PROJECT PLANNING

PROJECT NUMBER: _____ **APPLICATION** **CASE NUMBER:** _____

REQUEST:

SELECT ALL THAT APPLY

- | | | |
|--|---|---|
| <input type="checkbox"/> ABANDONMENT | <input type="checkbox"/> ANNEXATION | <input type="checkbox"/> BOUNDARY ADJUSTMENT |
| <input type="checkbox"/> CITIZEN INITIATED CODE AMENDMENT | <input type="checkbox"/> CONCEPT PLAN | <input type="checkbox"/> LAND SPLIT MAP |
| <input type="checkbox"/> DENSITY MAP CHANGE | <input type="checkbox"/> EXTENSION OF TIME | <input type="checkbox"/> GENERAL PLAN AMENDMENT (MAJOR-MINOR) |
| <input type="checkbox"/> CONDITIONAL USE PERMIT | <input type="checkbox"/> REVERSION TO ACREAGE | <input type="checkbox"/> MEDICAL MARIJUANA CERTIFICATION (C2 or C3) |
| <input type="checkbox"/> PRELIMINARY PLAT | <input type="checkbox"/> FINAL PLAT | <input type="checkbox"/> VARIANCE (MF, COM, IND) |
| <input type="checkbox"/> ZONING MAP CHANGE | <input type="checkbox"/> WATER ALLOCATION | <input type="checkbox"/> VARIANCE (SFR) |
| <input type="checkbox"/> TEMPORARY USE PERMIT (1 YEAR FOR TRAILER, CONSTRUCTION OFFICE, FENCE, ETC. , PER 17.06.270 OF THE CITY CODE)
IN CONJUNCTION WITH PERMIT # _____ FOR: _____ | | |
| <input type="checkbox"/> TEMPORARY USE PERMIT (3 YEAR FOR MODEL HOME OR REAL ESTATE OFFICE ONLY , PER 17.06.270 OF THE CITY CODE)
IN CONJUNCTION WITH PERMIT # _____ FOR: _____ | | |

LEGAL DESCRIPTION/INFORMATION:

A.P.N.: _____ SUBDIVISION: _____
 TRACT: _____ BLOCK: _____ LOT(S): _____ PARCEL: _____ M&B: SEC. _____, T _____ N, R _____ W
 PRESENT ZONING: _____ STREET ADDRESS: _____

PROPERTY OWNER: _____

APPLICANT/ENGINEER INFORMATION: _____

MAILING ADDRESS: _____
 CITY _____ STATE: _____ ZIP CODE: _____

MAILING ADDRESS: _____
 CITY _____ STATE: _____ ZIP CODE: _____

Phone Numbers:
 HOME / OFFICE: () _____ - _____
 CELL: () _____ - _____
 FAX: () _____ - _____

Phone Numbers:
 HOME / OFFICE: () _____ - _____
 CELL: () _____ - _____
 FAX: () _____ - _____

Email Address: _____

Email Address: _____

OFFICE USE ONLY

- | | | |
|--|--|---|
| <input type="checkbox"/> PLANNING AND ZONING DEPARTMENT | <input type="checkbox"/> SUBDIVISION - PRELIMINARY PLAT / FINAL PLAT (NUMBER OF LOTS: _____) | |
| PROJECT FEE: \$ _____ P&R FEE: \$ _____ | <input type="checkbox"/> ZONING / DENSITY MAP CHANGE (TOTAL ACRES: _____) | |
| WATER ALLOCATION FEE: \$ _____ | <input type="checkbox"/> WATER ALLOCATION (TOTAL ACRE FOOT ALLOCATION: _____) | |
| LAND SPLIT MAP #: _____ | | |
| <input type="checkbox"/> PLANNING AND ZONING COMMISSION | <input type="checkbox"/> GRANTED | <input type="checkbox"/> RECOMMENDED APPROVAL TO CITY COUNCIL |
| HEARING DATE: _____ | <input type="checkbox"/> GRANTED WITH STIPULATIONS | <input type="checkbox"/> RECOMMENDED DENIAL TO CITY COUNCIL |
| CONTINUED TO: _____ | <input type="checkbox"/> DENIED | <input type="checkbox"/> EXPIRATION DATE: _____ |
| CONTINUED TO: _____ | | |
| <input type="checkbox"/> BOARD OF ADJUSTMENT | <input type="checkbox"/> GRANTED | EXPIRATION DATE: _____ |
| HEARING DATE: _____ | <input type="checkbox"/> GRANTED WITH STIPULATIONS | |
| CONTINUED TO: _____ | <input type="checkbox"/> DENIED / NO ACTION TAKEN | |
| CONTINUED TO: _____ | | |
| <input type="checkbox"/> CITY COUNCIL | <input type="checkbox"/> GRANTED | |
| HEARING DATE: _____ | <input type="checkbox"/> GRANTED WITH STIPULATIONS | |
| CONTINUED TO: _____ | <input type="checkbox"/> DENIED | |
| CONTINUED TO: _____ | | |

ORDINANCE / RESOLUTION No.: _____ EFFECTIVE DATE: _____
 RECORDATION DATE: _____ EXPIRATION DATE: _____



Per ARS 9-495. Employees providing assistance; identification; communication:

- A. In any written communication between a city or town and a person, the city or town shall provide the name, telephone number and email address of the employee who is authorized and able to provide information about the communication if the communication does any of the following:
 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 town.
 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 or town.
- B. An employee who is authorized and able to provide information about any communication that is described in subsection A of this section shall reply within five business days after the city or town receives that communication.

Per ARS 9-834. Prohibited acts by municipalities and employees; enforcement; notice:

- A. A municipality shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule, ordinance or code. A general grant of authority does not constitute a basis for imposing a licensing requirement or condition unless the authority specifically authorizes the requirement or condition.
- B. Unless specifically authorized, a municipality shall avoid duplication of other laws that do not enhance regulatory clarity and shall avoid dual permitting to the maximum extent practicable.
- C. This section does not prohibit municipal flexibility to issue licenses or adopt ordinances or codes.
- D. A municipality shall not request or initiate discussions with a person about waiving that person's rights.
- E. This section may be enforced in a private civil action and relief may be awarded against a municipality. The court may award reasonable attorney fees, damages and all fees associated with the license application to a party that prevails in an action against a municipality for a violation of this section.
- F. A municipal employee may not intentionally or knowingly violate this section. A violation of this section is cause for disciplinary action or dismissal pursuant to the municipality's adopted personnel policy.
- G. This section does not abrogate the immunity provided by section 12-820.01 or 12-820.02.
- H. A municipality shall prominently print the provisions of subsections A, B, C, D, E, F and G of this section on all license applications.
- I. The licensing application may be in either print or electronic format.

Licensing Timelines:

Overall timeline for project review is 90 working days consisting of: Up to 30 working days for administrative review for application completeness. Up to 60 working days for substantive review of the application. (see "Project Planning Permits" guide for complete details) An applicant may receive clarification of the City's interpretation or application of a statute, ordinance code or policy statement impacting the application.

If the applicant is not the property owner, the owner shall complete and sign the following statement.

I hereby authorize (name of applicant) _____ to act as my agent in this application. This application may only be signed by the legal owner of the property. Your signature confirms that you are the legal owner of the property and have the authority to bind all owners at the time of the application at the time of the application. You must notify the City if there is any change in ownership prior to final action on this land use application.

I hereby file the above request and declare that all information submitted is true and correct to the best of my knowledge and belief. I further acknowledge that any omission of information or any error in my application may be cause for delay in its normal scheduling.

In your opinion, if this land use action is granted, will it diminish the value of the property? Yes / No

If yes, please explain why. _____



By _____
(name of owner, print)

By _____ (signature of owner) _____ (date signed)

By _____
(name of applicant, print)

By _____ (signature of applicant) _____ (date signed)



ADDITIONAL REQUEST INFORMATION / NOTES:

