

Mohave County Zoning Regulations

Section 27.P: Site Plan Requirements, Submittal Procedures and Examples

Site Plan Conditions

Prior to issuing any Building Permit for a non-residential project (Commercial-Industrial), or multi-family project, or a project in a Planned Unit Development or Special Development district, or a use authorized by a Zoning Use Permit, a SITE PLAN shall be submitted by the developer and approved by the Planning and Zoning Department.

The Department encourages a pre-site plan submittal meeting with staff to go over the proposed development with the owner to clarify the requirements that follow. A pre-submittal meeting can help reduce the overall review time and approval process.

Effective November 5, 2007, new fees that were approved by Board of Supervisors' Resolution number 2007-440 and by Planning and Zoning Ordinance number 2007-06 on September 4, 2007 were implemented by the Mohave County Planning and Zoning Department for Site Plan Review. The new fees are as follows:

\$500 plus \$40 automation fee for the first two reviews

\$150 for each review after the first two reviews

General Information:

- A. Developments may be phased.
 - B. Dedication of rights-of-way and/or granting of easements may be required.
 - C. Set-backs or buffers (such as block walls or a view obscuring fence), may be required to separate some incompatible uses (such as a commercial business next to a residential home).
 - D. The site must have adequate water, sanitary sewerage disposal and electric service.
 - E. The site plan must be compatible with adjoining land uses.
 - F. The site will be required to have a durable and dust free entrance and parking area.
 - G. The site plan will be reviewed by Mohave County Planning and Zoning, the Public Works Department, Environmental Health Division, appropriate public utilities, public safety providers, and any other applicable agencies, such as the Arizona Department of Transportation, the Bureau of Land Management, and the Arizona Department of Environmental Quality.
 - H. The level of requirements may also be reduced based on the following criteria:
 - a. The level of development in the area;
 - b. The type and use of the proposed development;
 - c. Major street or route location;
 - e. Grading requirements;
 - f. Drainage considerations.
-

All site plans shall include the following information, unless it is determined by the Planning and Zoning Director and Public Works Director that some information is not necessary to meet the requirements of Section 27.P. Site Plans are an individual unique plan requirement of the County in addition to any other plans required for building permits or improvement plans. Site Plans, for ease of review, should only contain required County Site Plan information. Do not submit the first sheet of improvement plans as a site plan.

- A. All the following items or elements in A and B make up a site plan submittal. Use this checklist to complete the site plan. Some items may not be checked, based on level of requirement for the project:

- ☐ Ten (10) copies of the site plan map with a maximum size of 36 inches by 36 inches, and a minimum size of 14 inches by 11 inches; folded to 9 inches by 12 inches, or less, to fit into a file folder.
- ☐ A Drainage Report, if required by the County Engineer.

- B. The site plan map shall contain the following information (unless otherwise instructed by the Director):

- ☐ The title, "Site Plan", shall be located at the top, or along the side of the plan.
- ☐ Provide a plan drawing of the project including all proposed structures, improvements, phases and the following information, and include all areas of the parcel whether being developed or not.
- ☐ Provide a general information section with the following information:
- ☐ State the proposed use intended for the development.
 - ☐ Provide the owner's name, address, telephone number, fax, if any, and e-mail address, if any.
 - ☐ The preparer's name, address, telephone number, fax, and e-mail (if different from owner).
 - ☐ When required, the surveyor and/or engineer's name, address, telephone number, fax, if any, and e-mail address, if any.
 - ☐ The legal description of the parcel, including township, range, section, parcel number and the site address (if already assigned).
 - ☐ The current zoning and/or the proposed zoning, if different.
 - ☐ Conformance to an Area Plan (if any), or reference to Area Plan amendments.
 - ☐ List the providers of the following services:
 - ☐ Water (system, well, haul, etc.)
 - ☐ Sewer system, septic, step system, treatment plant or other
 - ☐ Electricity
 - ☐ Gas (if any)
 - ☐ Fire District (if any)
 - ☐ Solid Waste Disposal
 - ☐ State the total acreage of the entire site (parcel).
 - ☐ State the floodplain zone designation.
 - ☐ Provide the heights of all proposed structures.
 - ☐ Delineate any proposed phasing for the site.
- ☐ Provide a legend describing any symbols used on the plan.
- ☐ Provide a vicinity map of the area on the plan (with the notation "Vicinity Map"), at a preferred scale of 1 inch equals 2000 feet, (or a scale that will show major features around the site including: major roads or highways, access to the site, large drainage channels, public facilities, unusual terrain).
- ☐ Provide a North arrow and scale for both site plan and vicinity map.
- ☐ Show the current land uses, and the current zoning designations for all adjoining properties to the site (sharing a lot line).
- ☐ Provide the boundary and distances of the parcel.
- ☐ In order to determine Parking Requirements, provide the:
1. ☐ Number of employees on largest shift for all proposed uses.
 2. ☐ Net square footage of usable area (warehouse, office, retail sales area, for each proposed use).

3. ____ a. Number & location of regular and handicap parking spaces and a typical paving profile for them, where required;
b. Parking space dimensions for each type;
c. Walkways, aisles and their dimensions to building entrances.
d. The parking lot layout and location of the main building entrance.
f. Truck parking area and spaces, loading and storage areas (if any).
g. Provide typical paving profiles for all areas to be hard surfaced.

Note: Chip seal paving or better for parking and access will be required for:

- a. All projects located within an Urban Development Area.
b. All projects located adjoining a paved federal or state highway, county highway, arterial, or collector, or frontage road accessing a federal, state or county highway.
c. An unpaved access road from those roads stated above (a. and b.) to the first access entrance to the project.
d. All projects located within a prescribed boundary of an established air quality management area of the Environmental Protection Agency.



Show the following on the plan:

- _____ Any existing buildings, wells, tanks, structures or features on the site, including septic tanks, leaching field locations, fences.
_____ All proposed structures and improvements.
_____ The public access roads to the site, and their names.
_____ The entrances and exits to the site. Show driveway widths and radius curve dimensions according to Mohave County Standard Specification Number 46. Show loading bays, turn-a-rounds or ramps, if any.
_____ The right-of-way dimensions from the center line of all adjoining access roads to the property line.
_____ Required setbacks from all property lines to any structures.
_____ Location of utility connections for water, sewer, electric, gas service, and telephone.
_____ Unless waived by the Public Works Department, provide topographical contour overlay lines with 2 foot intervals.
_____ Show the location of all refuse disposal bins or collection points.
_____ Show all other proposed improvements.

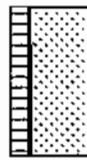
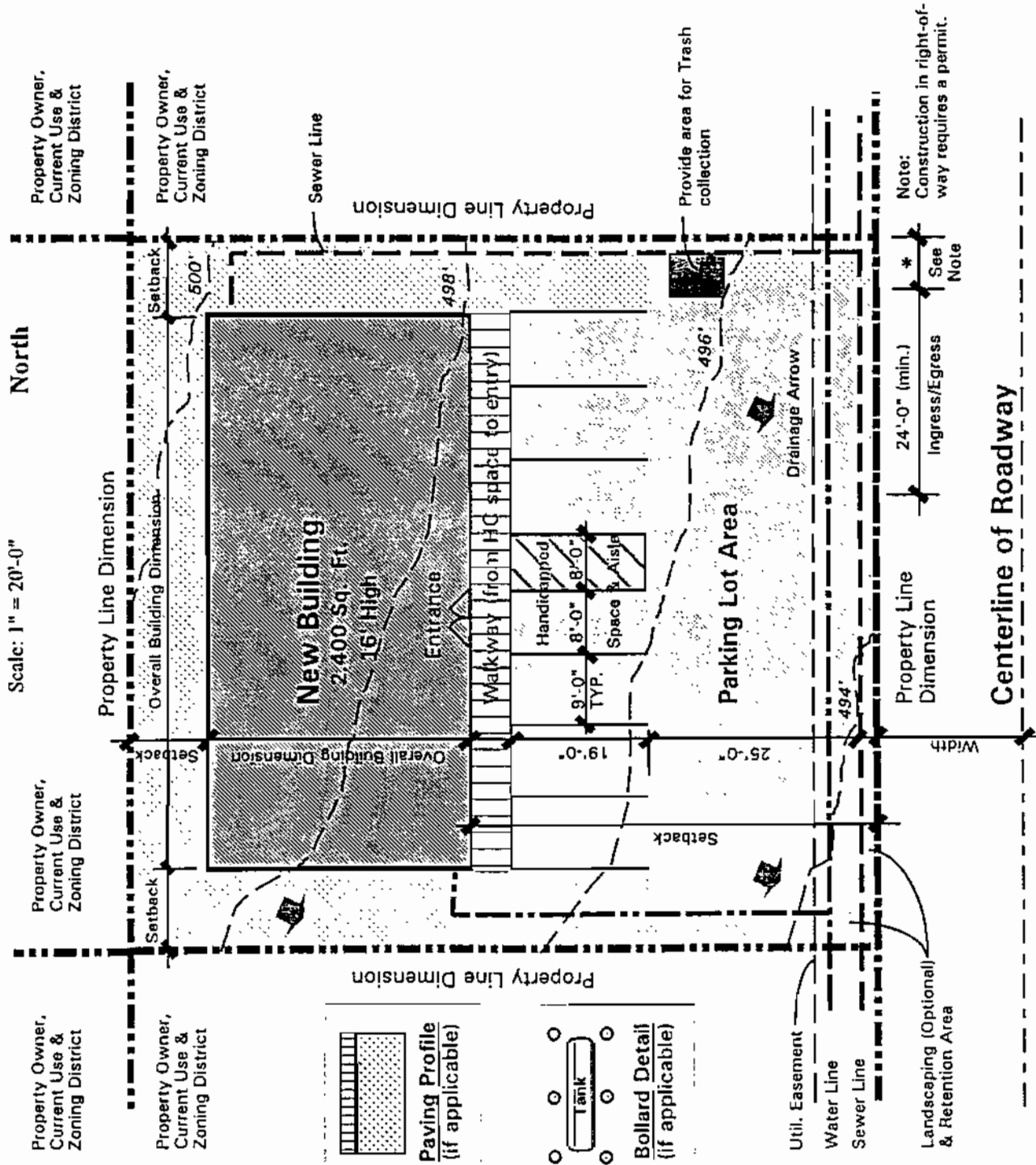
Any Site Plan application that has not been completed and approved within nine (9) months of the submittal date shall be considered in default, except by prior arrangement between owner and county. Owner/developer will be notified that if the Site Plan is not completed as required by the county within 90 days of notification, the Site Plan will be considered abandoned and the application and maps will be discarded. Any further submittal shall be considered a new application.

Site Plan

Scale: 1" = 20'-0"



North



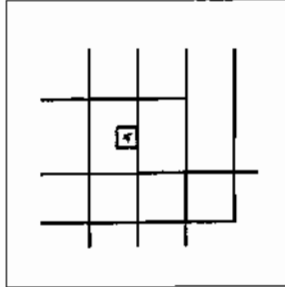
Paving Profile
(if applicable)



Bollard Detail
(if applicable)

Vicinity Map

Scale: 1" = 2,000'



Legal Description

Township, Range & Section,
Tract Name & Number, Block
and Lot.

Site Plan Notes

Zoning District:
BOS Resolution #, if any:
No of Prkg Spaces (by Type):
Type of Construction (UBC):
Use of Building:
Flood Plain Designation:
Topo. Source (if required):
ADA compliance, etc. . .
Cut and fill in cu yds, if any
Topos @ 2' intervals

Utility Providers

Electric by:
Well or Water by:
Septic or Sewer by:
Solid Waste by:
Gas (if applies) by:
Fire District:

Owner's Name, Address & Tele
Preparer's Name, Address & Tele

* Dimension will vary based upon
distance to adjoining lot's driveway
entrance.

Note: This represents the typical Site Plan map contents. Required information may vary given site's location and features.

Section 25 SETBACKS AND AREA REQUIREMENTS (continued)

B. Specific Requirements

ZONE	MINIMUM LOT AREA	MAXIMUM (HEIGHT)	MINIMUM SETBACKS FROM PROPERTY LINE		
			FRONT	SIDE	REAR
A	5 Acre	2 (30')	20'	5'	25'*
A-D	1 Acre	(60')	25'	5'	15'*
A-R	1 Acre	2 (30')	20'	5'	25'*
R-E	20,000	2 (30')	20'	5'	25'*
C-RE	20,000	2 (30')	20'	5'	25'*
R-O	6,000	2 (30')	20'	5'	25'*
R-O/A	1 Acre	2 (30')	20'	5'	50'*
R-1	6,000	2 (30')	20'	5'	25'*
R-TT	*****	2 (30')	20'	5'	10'*
R-MH	6,000	2 (30')	20'	5'	10'*
R-M	6,000	3 (40')	20'	5'	15'*
C-1	6,000	(45')	20'	0'	15'***
C-2	6,000	(45')	20'	0'	15'***
C-2H***	1 Acre	(45')	20'	0'	15'***
C-M***	1 Acre	(60')	20'	0'	15'***
C-MO***	1 Acre	(60')	20'	0'	15'***
M	1 Acre	(120')	20'	0'	0'
M-X	1 Acre	*****	0'	0'	0'
S-D	TO BE DETERMINED WITH APPROVAL OF DESIGN *****				

PLEASE LOOK ON BACK FOR * ITEMS

Section 25 SETBACKS AND AREA REQUIREMENTS (continued)

- * A 10-foot rear yard setback is allowed in conjunction with a mobile home. See also sections 27.F.6, 27.F.7 and 27.G.
- ** No setback to a dedicated alley twenty (20) feet or wider, five (5) feet otherwise. Fifteen (15) feet to property line without any alley.
- *** A 10,000 square foot minimum lot size is allowable in a C-2H, C-M, A-D or C-MO zone, when the property is serviced by a public, franchised water supply.
- **** The intent of this provision is to encourage flexibility of design that will enable the developer to take advantage of the most desirable site areas of the parcel in question, without being restricted to specific lot sizes and densities, as long as the overall densities of the entire tract conform to their minimum zone requirements. See Section 19 of this Ordinance (Regulations for Special Development) and Article VII, Planned Unit Development, of the Subdivision and Road Maintenance Regulations for Mohave County.
- ***** See Section 16.3.b of the Zoning Regulations.
- ***** Setbacks shall comply with Section 24.D, and height restrictions shall comply with Section 24.E.

MOHAVE COUNTY ZONING ORDINANCE
SECTION 26:
OFF-STREET PARKING SPACE SCHEDULE AND STANDARDS

- A. Off-street parking facilities shall conform to the following space minimum standards:
1. **One Family Dwellings:** Two (2) spaces for each dwelling unit. A garage or carport shall be acceptable as one (1) space.
 2. **Multiple Family Dwellings and Apartment Houses:** One (1) space for each one (1) bedroom unit; One and one-half (1 ½) spaces for each two (2) bedroom unit; and two (2) spaces for each three (3) or more bedroom units.
 3. **Hotels, Motels, Guest Ranches and similar uses:** One (1) space for each guest room.
 4. **Churches, Auditoriums, Theaters, Stadiums, Night Clubs, Schools, Multi-purpose rooms, and other places of public assembly:** One (1) space for each three (3) seats.
 5. **Hospitals:** One (1) space for each bed, and one (1) space for each two (2) employees on the largest shift.
 6. **Homes for the Aged, Sanitariums, and Convalescent Homes:** One (1) space for each three (3) beds.
 7. **General Business** (not otherwise specified in this section): One (1) space for each 300 square feet of sales or display area.
 8. **Furniture and Appliance Stores:** One (1) space for each 750 square feet of sales or display area.
 9. **Automobile, Boat, Mobile Home or Trailer Sales or Rental, Retail Nurseries and other commercial uses not in a building or structure:** One (1) space for each 2,000 square feet of display area, and off-street loading and maneuverability shall be provided on the premises.
 10. **Bowling Alleys:** Three (3) spaces for each alley.
 11. **Offices, Business and Professional:** One (1) space for each 250 square feet of floor area, excluding public corridors and stairways.
 12. **Dining Rooms, Bars, Taverns, Restaurants, Cafes, and similar uses involving the seating and serving of the public:** One (1) parking space for each 45 square feet of serving area. The serving area shall include the entire room, or rooms within which serving is conducted, and one (1) space

SECTION 26: PARKING REQUIREMENTS (continued)

for every two (2) employees on the largest shift.

13. **Drive-in Restaurants:** One (1) space for each 30 square feet of gross floor area in the building, and one (1) space for each two (2) employees on the largest shift.
 14. **Industrial Uses:** One (1) space for each two (2) employees on the largest shift, plus one (1) space for each vehicle kept in connection with the use. On the premise loading and maneuverability shall be provided.
 15. **Child Day Care Centers:** One (1) space for each two (2) employees, plus one (1) space for each five (5) children the facility is designed to accommodate.
 16. **Schools, private accredited general curricular through ninth (9th) grade:** One and one-half (1 ½) parking spaces per classroom, plus any applicable requirement in subparagraph (4) above.
 17. **Schools, private accredited general curricular, tenth (10th) grade through twelfth (12th) grade:** Ten (10) parking spaces per classroom.
 18. **Colleges, Business, Professional, and Trade Schools:** One (1) space for each two (2) students which the facility is designed to accommodate.
- B. All parking facilities shall conform to the following design standards:
1. All parking areas shall have adequate ingress and egress to and from a street, or alley. Sufficient room for turning and maneuvering vehicles shall be provided on the site. Bumper rails, or other barriers, shall be provided where needed for safety, or to protect property, as determined by the Planning and Zoning Department, and shall conform to design standards as per Illustration 1 and Table 1. Backing into a road, or alley is prohibited, except where employee parking is provided at the rear of the lot, then the alley may be used as maneuvering area.
 2. The parking area, aisles, and access drives shall be designed and constructed so as to provide a durable, dustless surface, and shall be so graded and drained as to dispose of surface water, with the design and specifications of such to be approved by the County Engineer.
 3. Entrances and exits to parking lots and other parking facilities shall be provided only at locations approved by the Planning and Zoning Department and shall be established in conformance with Standard Detail #46 of the Standard Details of the Mohave County Subdivision and Road Maintenance Regulations.

SECTION 26. PARKING REQUIREMENTS (continued)

4. Each parking space shall be not less than nineteen feet (19') in length and nine feet (9') in width, exclusive of aisles and access drives, with the exception of parallel parking which shall be twenty-three feet (23') in length and eight (8') in width.
5. No commercial repair work, or servicing of vehicles shall be conducted in a parking area.
6. In a commercial area where a parking area is located across a street, or alley, from a residential area, a non-transparent screen fence, or wall not less than six feet (6') in height shall be located adjoining the street or alley and permanently maintained as required by the Planning Commission.
7. All outdoor lighting must be shielded to prevent the transmission of light upward into the night sky, and in no way to shine onto adjacent properties, or in any way create a glare, or public nuisance, pursuant to any applicable County Lighting Regulations.

C. Off-Street Loading Required

1. Off-street loading facilities shall comply with all of the provisions of this section and any other applicable section.

D. Combination of Uses in One Building

1. If more than one use is conducted in a building, parking requirements shall be maintained for each use, and combined for total parking requirements.

E. Off-Premise Parking

1. Parking may be provided on contiguous property where provisions are made to reserve the property for this use.

F. Handicap Parking

1. Shall be according to the Americans with Disabilities Act requirements.

4.0 Accessible Elements and Spaces: Scope and Technical Requirements**4. ACCESSIBLE ELEMENTS AND SPACES: SCOPE AND TECHNICAL REQUIREMENTS.****4.1 Minimum Requirements****4.1.1* Application.**

(1) General. All areas of newly designed or newly constructed buildings and facilities required to be accessible by 4.1.2 and 4.1.3 and altered portions of existing buildings and facilities required to be accessible by 4.1.6 shall comply with these guidelines, 4.1 through 4.35, unless otherwise provided in this section or as modified in a special application section.

(2) Application Based on Building Use: Special application sections 5 through 10 provide additional requirements for restaurants and cafeterias, medical care facilities, business and mercantile, libraries, accessible transient lodging, and transportation facilities. When a building or facility contains more than one use covered by a special application section, each portion shall comply with the requirements for that use.

(3)* Areas Used Only by Employees as Work Areas. Areas that are used only as work areas shall be designed and constructed so that individuals with disabilities can approach, enter, and exit the areas. These guidelines do not require that any areas used only as work areas be constructed to permit maneuvering within the work area or be constructed or equipped (i.e., with racks or shelves) to be accessible.

(4) Temporary Structures. These guidelines cover temporary buildings or facilities as well as permanent facilities. Temporary buildings and facilities are not of permanent construction but are extensively used or are essential for public use for a period of time. Examples of temporary buildings or facilities covered by these guidelines include, but are not limited to: reviewing stands, temporary classrooms, bleacher areas, exhibit areas, temporary banking facilities, temporary health screening services, or temporary safe pedestrian passageways around a construction site. Structures,

sites and equipment directly associated with the actual processes of construction, such as scaffolding, bridging, materials hoists, or construction trailers are not included.

(5) General Exceptions.

(a) In new construction, a person or entity is not required to meet fully the requirements of these guidelines where that person or entity can demonstrate that it is structurally impracticable to do so. Full compliance will be considered structurally impracticable only in those rare circumstances when the unique characteristics of terrain prevent the incorporation of accessibility features. If full compliance with the requirements of these guidelines is structurally impracticable, a person or entity shall comply with the requirements to the extent it is not structurally impracticable. Any portion of the building or facility which can be made accessible shall comply to the extent that it is not structurally impracticable.

(b) Accessibility is not required to (i) observation galleries used primarily for security purposes; or (ii) in non-occupiable spaces accessed only by ladders, catwalks, crawl spaces, very narrow passageways, or freight (non-passenger) elevators, and frequented only by service personnel for repair purposes; such spaces include, but are not limited to, elevator pits, elevator penthouses, piping or equipment catwalks.

4.1.2 Accessible Sites and Exterior Facilities: New Construction. An accessible site shall meet the following minimum requirements:

(1) At least one accessible route complying with 4.3 shall be provided within the boundary of the site from public transportation stops, accessible parking spaces, passenger loading zones if provided, and public streets or sidewalks, to an accessible building entrance.

(2) At least one accessible route complying with 4.3 shall connect accessible buildings, accessible facilities, accessible elements, and accessible spaces that are on the same site.

(3) All objects that protrude from surfaces or posts into circulation paths shall comply with 4.4.

4.1.2 Accessible Sites and Exterior Facilities: New Construction

(4) Ground surfaces along accessible routes and in accessible spaces shall comply with 4.5.

(5) (a) If parking spaces are provided for self-parking by employees or visitors, or both, then accessible spaces complying with 4.6 shall be provided in each such parking area in conformance with the table below. Spaces required by the table need not be provided in the particular lot. They may be provided in a different location if equivalent or greater accessibility, in terms of distance from an accessible entrance, cost and convenience is ensured.

Total Parking in Lot	Required Minimum Number of Accessible Spaces
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1000	2 percent of total
1001 and over	20 plus 1 for each 100 over 1000

Except as provided in (b), access aisles adjacent to accessible spaces shall be 60 in (1525 mm) wide minimum.

(b) One in every eight accessible spaces, but not less than one, shall be served by an access aisle 96 in (2440 mm) wide minimum and shall be designated "van accessible" as required by 4.6.4. The vertical clearance at such spaces shall comply with 4.6.5. All such spaces may be grouped on one level of a parking structure.

EXCEPTION: Provision of all required parking spaces in conformance with "Universal Parking Design" (see appendix A4.6.3) is permitted.

(c) If passenger loading zones are provided, then at least one passenger loading zone shall comply with 4.6.6.

(d) At facilities providing medical care and other services for persons with mobility impairments, parking spaces complying with 4.6 shall

be provided in accordance with 4.1.2(5)(a) except as follows:

(i) Outpatient units and facilities: 10 percent of the total number of parking spaces provided serving each such outpatient unit or facility;

(ii) Units and facilities that specialize in treatment or services for persons with mobility impairments: 20 percent of the total number of parking spaces provided serving each such unit or facility.

(e)*Valet parking: Valet parking facilities shall provide a passenger loading zone complying with 4.6.6 located on an accessible route to the entrance of the facility. Paragraphs 5(a), 5(b), and 5(d) of this section do not apply to valet parking facilities.

(6) If toilet facilities are provided on a site, then each such public or common use toilet facility shall comply with 4.22. If bathing facilities are provided on a site, then each such public or common use bathing facility shall comply with 4.23.

For single user portable toilet or bathing units clustered at a single location, at least 5% but no less than one toilet unit or bathing unit complying with 4.22 or 4.23 shall be installed at each cluster whenever typical inaccessible units are provided. Accessible units shall be identified by the International Symbol of Accessibility.

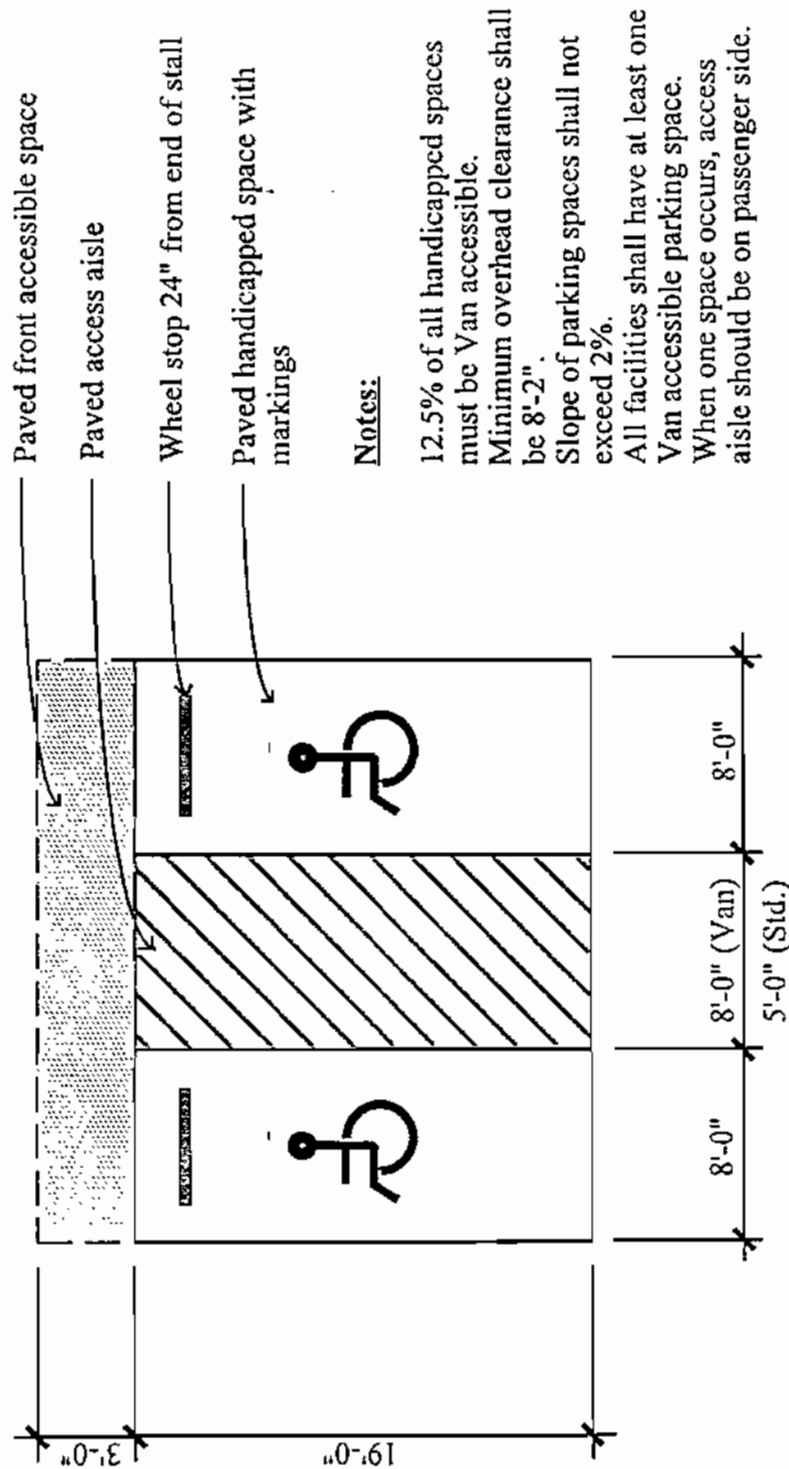
EXCEPTION: Portable toilet units at construction sites used exclusively by construction personnel are not required to comply with 4.1.2(6).

(7) Building Signage. Signs which designate permanent rooms and spaces shall comply with 4.30.1, 4.30.4, 4.30.5 and 4.30.6. Other signs which provide direction to, or information about, functional spaces of the building shall comply with 4.30.1, 4.30.2, 4.30.3, and 4.30.5. Elements and spaces of accessible facilities which shall be identified by the International Symbol of Accessibility and which shall comply with 4.30.7 are:

(a) Parking spaces designated as reserved for individuals with disabilities;

Minimum Dimensions for Handicapped Accessible Parking Facilities

Based on *Federal Register*, Volume 56, No. 144, July 26, 1991



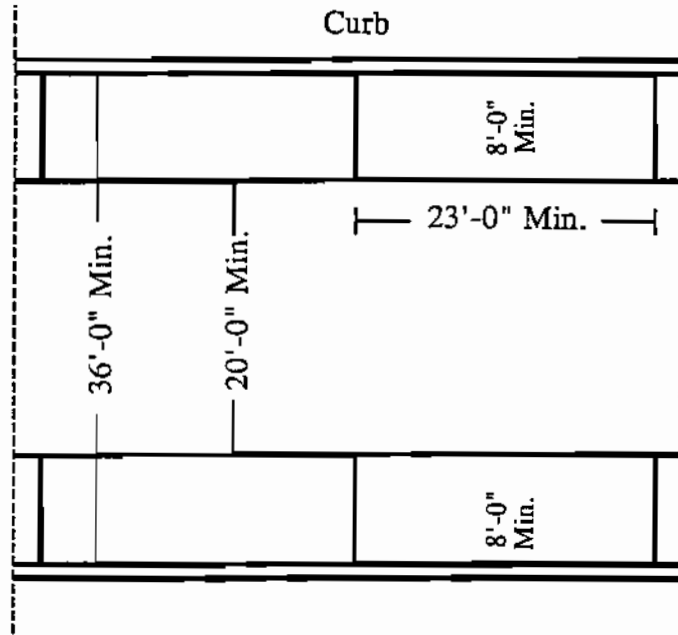
Notes:

- 12.5% of all handicapped spaces must be Van accessible.
- Minimum overhead clearance shall be 8'-2".
- Slope of parking spaces shall not exceed 2%.
- All facilities shall have at least one Van accessible parking space.
- When one space occurs, access aisle should be on passenger side.

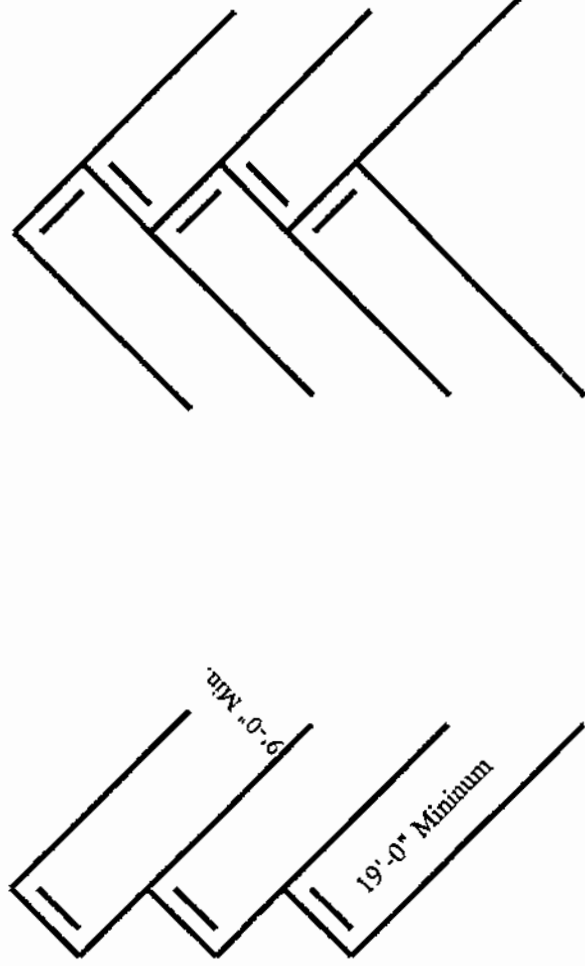
Required Number of Handicapped Accessible Parking Spaces

Total Spaces	1-25	26-50	51-75	76-100	101-150	151-200	201-300	301-400	401-500	501-1,000	1,000+
ICC Spaces	1	2	3	4	5	6	7	8	9	2%	20 + 1 per add. 100

EXAMPLES OF PARKING DESIGNS AND STANDARDS



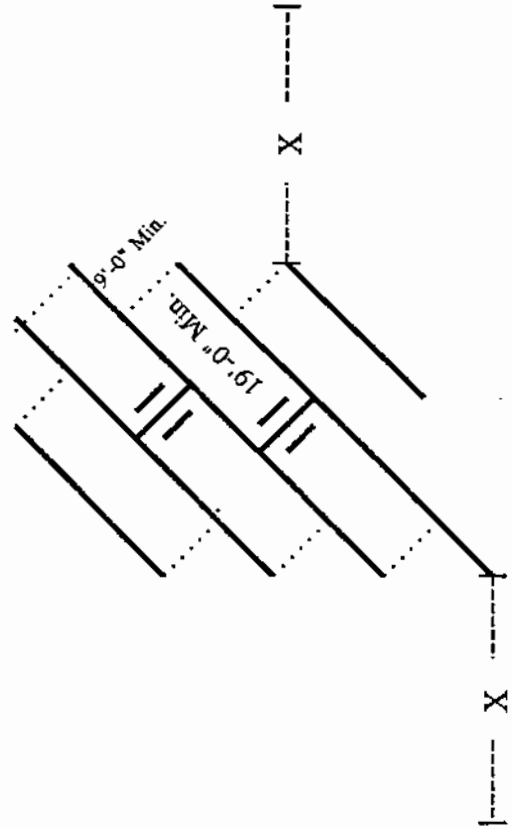
Two Lane Drive with Parallel Parking



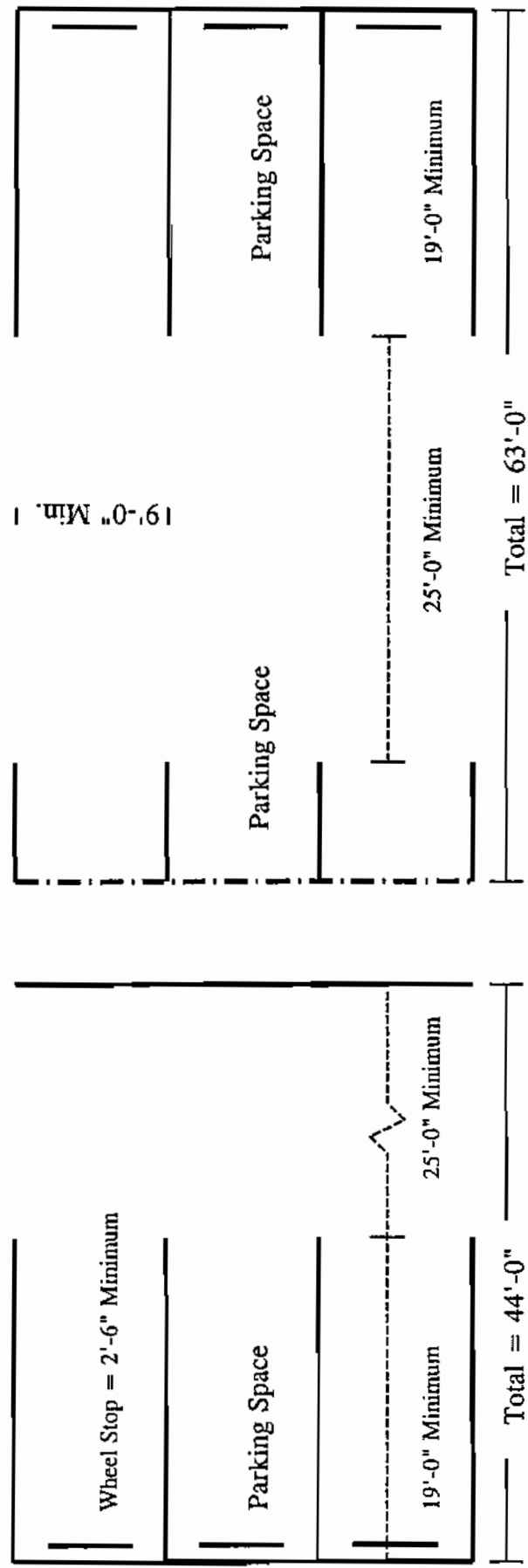
X

- For 45 degree angle parking, X = 13 feet
- For 60 degree angle parking, X = 18 feet
- For 90 degree angle parking, X = 25 feet
- For 30 degree angle parking, X = 11 feet
- For 2-way opposite aisles, X = 30 feet minimum

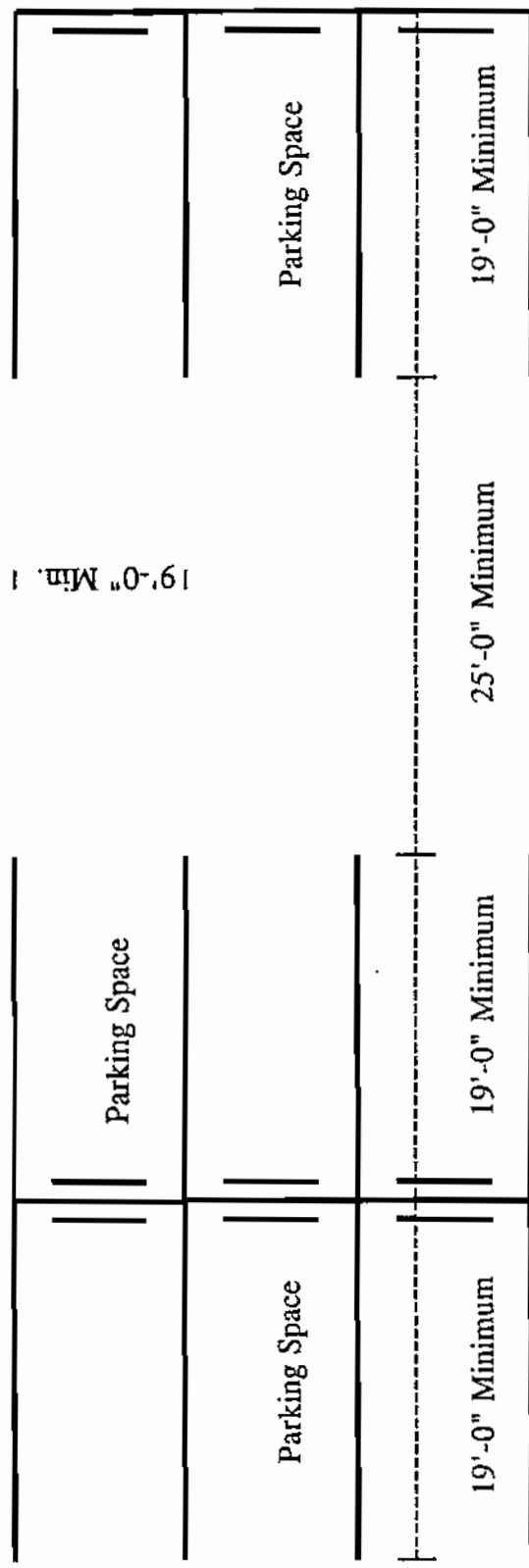
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EXAMPLES OF PARKING LOT DESIGNS AND STANDARDS

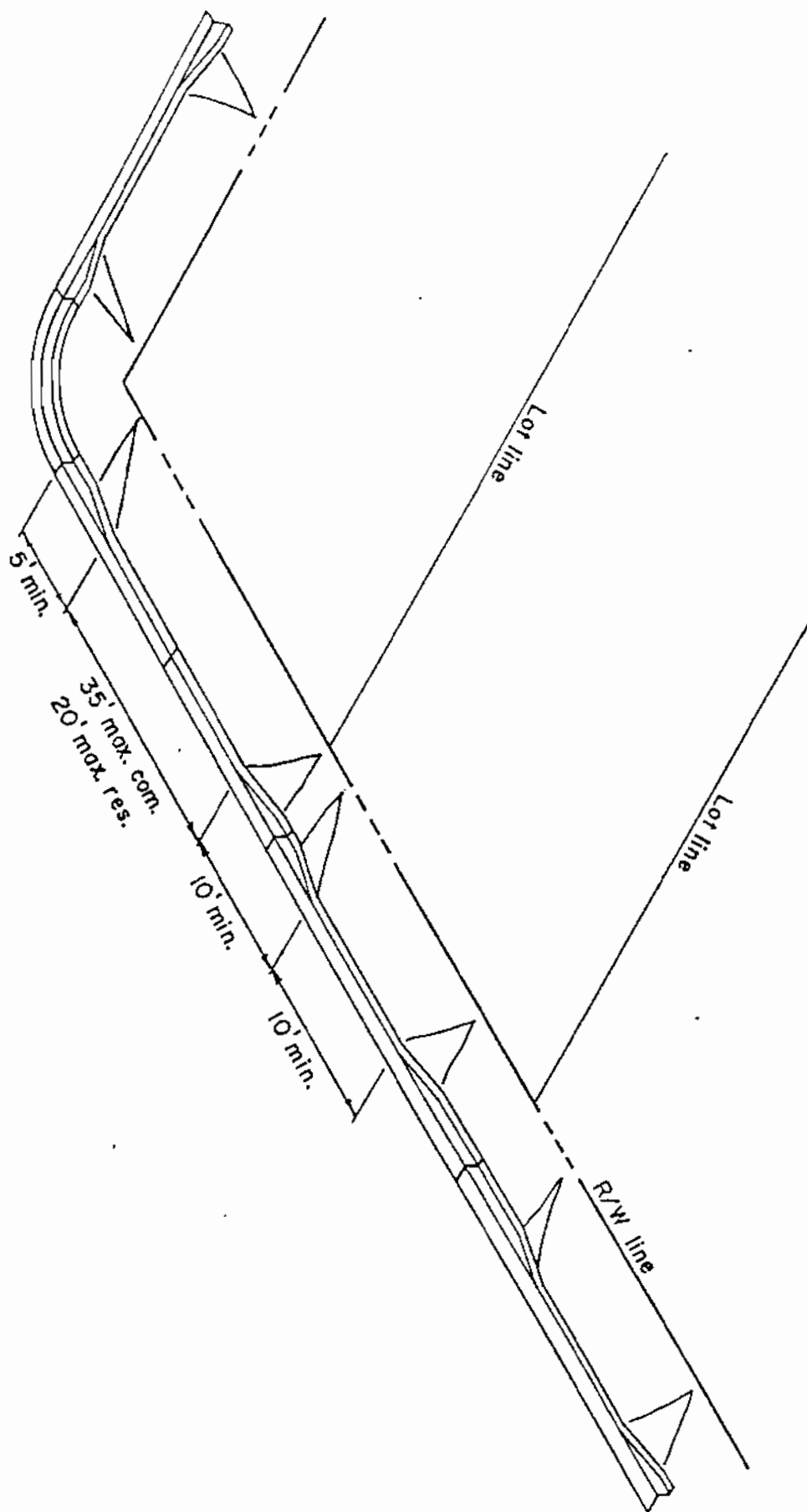


ONE ROW PARKING



TWO ROW PARKING

THREE AND FOUR ROWS



DRIVEWAY SPACING DETAIL

UNIFORM STANDARD DETAILS
MOHAVE COUNTY AREA

Prepared by MOHAVE COUNTY DEPT. OF ENGINEERING

APPROVED

DATE

STANDARD DETAIL NO. 46

**MINIMUM COMMERCIAL DEVELOPMENT SIZE
WARRANTING TRAFFIC IMPACT ANALYSIS
PER MOHAVE COUNTY STANDARDS (500 TRIPS/DAY)**

Land Use	Day	Variable	Threshold
General Light Industrial (LU 110)	Weekday	Gross Floor Area	71,737 SF
General Heavy Industrial (LU 120)	Weekday	Gross Floor Area	333,334 SF
Industrial Park (LU 130)	Weekday	Gross Floor Area	71,840 SF
Manufacturing (LU 140)	Weekday	Gross Floor Area	123,531 SF
Warehousing (LU 150)	Weekday	Gross Floor Area	100,807 SF
Mini-Warehouse (LU 151)	Weekday	Gross Floor Area	200,000 SF
Single-Family Detached Housing (LU 210)	Saturday	Dwelling Units	46
Apartment (LU 220)	Weekday	Dwelling Units	75
Residential Condominium/Townhouse (LU 230)	Weekday	Dwelling Units	86
Mobile Home Park (LU 240)	Saturday	Occupied Dwelling Units	100
Assisted Living (LU 254)	Weekday	Occupied Beds	183
Hotel (LU 310)	Saturday	Occupied Rooms	48
Motel (LU 320)	Weekday	Occupied Rooms	55
County Park (LU 412)	Saturday	Acres	42
Golf Course (LU 430)	Sunday	Acres	86
Church (LU 560)	Sunday	Gross Floor Area	11,571 SF
Day Care Center (LU 565)	Weekday	Gross Floor Area	6,309 SF
General Office Building (LU 710)	Weekday	Gross Floor Area	27,957 SF
Single Tenant Office Building (LU 715)	Weekday	Gross Floor Area	23,516 SF
Medical-Dental Office Building (LU 720)	Weekday	Gross Floor Area	13,839 SF
Office Park (LU 750)	Weekday	Gross Floor Area	43,783 SF
Building Materials and Lumber Store (LU 812)	Saturday	Gross Floor Area	9,872 SF
Free-Standing Discount Superstore (LU 813)	Any Size		
Specialty Retail Center (LU 814)	Weekday	Gross Floor Area	10,808 SF
Free-Standing Discount Store (LU 815)	Any Size		
Hardware/Paint Store (LU 816)	Saturday	Gross Floor Area	6,060 SF
Nursery / Garden Center (LU 817)	Saturday	Gross Floor Area	6,877 SF
Shopping Center (LU 820)	Any Size		
Factory Outlet Center (LU 823)	Any Size		
New Car Sales (LU 841)	Weekday	Gross Floor Area	14,998 SF
Automobile Parts Sales (LU 843)	Weekday	Gross Floor Area	8,077 SF
Tire Store (LU 848)	Weekday	Gross Floor Area	20,105 SF
Tire Superstore (LU 849)	Weekday	Gross Floor Area	24,558 SF
Supermarket (LU 850)	Any Size		
24-Hour Convenience Market (LU 851)	Any Size		
Convenience Market with Gasoline Pumps (LU 853)	Any Size		
Discount Supermarket (LU 854)	Any Size		
Discount Club (LU 861)	Any Size		
Home Improvement Superstore (LU 862)	Any Size		
Electronics Superstore (LU 863)	Any Size		
Pharmacy/Drugstore without Drive-Through Window (LU 880)	Weekday	Gross Floor Area	5,552 SF
Pharmacy/Drugstore with Drive-Through Window (LU 881)	Weekday	Gross Floor Area	5,672 SF
Furniture Store (LU 890)	Weekday	Gross Floor Area	98,815 SF
Drive-in Bank (LU 912)	Weekday	Gross Floor Area	2,029 SF
Quality Restaurant (LU 931)	Saturday	Gross Floor Area	5,299 SF
High-Turnover / Sit-Down Restaurant (LU 932)	Weekday	Gross Floor Area	3,933 SF
Fast-Food Restaurant with Drive-Through Window (LU 934)	Any Size		
Gasoline/Service Station (LU 944)	Weekday	Fueling Positions	3

MOHAVE COUNTY ZONING REGULATIONS

Section 27.P - SITE PLAN REQUIREMENTS

1. SITE PLAN CONDITIONS. Prior to issuance of any building permit for a non-residential use, multiple-family use, use proposed in a PUD or SD district or use authorized by a zoning use permit, a site plan **SHALL BE APPROVED** that demonstrates that the use (1) will be served by adequate public facilities; and (2) is compatible with adjoining uses. Approval of the site plan may be conditioned on the following:

- (A) The development may be phased to assure that the density or intensity of the development is coordinated with the provision of adequate public facilities.
- (B) Dedication of necessary rights-of-way or easements may be required.
- (C) Set-backs or buffers may be required in addition to those required in the district to separate the use from incompatible adjacent uses.

2. SITE PLAN PROCEDURES. The site plan required by this section shall be submitted in conformance with the concept plan for rezoning applications prior to application for a building permit and may be reviewed pursuant to the procedures governing that application. A site plan may be prepared and submitted for the entire development at one time or for individual development phases. The site plan application will be reviewed by the County Planning and Zoning Department, the Public Works Department and the Health Department, and shall be circulated for review by utility and public safety providers.

3. CERTIFICATE OF OCCUPANCY. Prior to actual use, a certificate to occupy will be issued by the County upon satisfactory compliance to the conditions of approval for the site plan.

4. SUBMITTAL REQUIREMENTS. The following information shall be provided with the application for site plan approval. The county may reduce the requirements after a presubmittal meeting with the applicant if it determines that the information is not necessary to meet the requirements of this section.

5. SITE PLAN REQUIREMENTS A presubmittal meeting with the applicant and the Planning and Zoning staff may reduce the level of requirements based on the following criteria:

- Level of development in the area;
- Major street or route location;
- Grading requirements;
- Drainage considerations;
- Adjacent Conditions;

Section 27.P SITE PLAN REQUIREMENTS

Submittals will be made to the Planning and Zoning Office and will be reviewed by Health Department, Public Works, utility companies and fire department.

Ten (10) copies of site plan folded 9" X 12" to fit within file folder;
Maximum sheet size - 36" X 36";
Ownership verification - title report or deed;
Drainage Report (if required);
Legal Description, size of parcel;
Proposed zoning;
Conformance to area plan;
Existing zoning;

Reference to:

Use and zoning conformance;
Area plan amendments
Rezoning requirements
Zoning use permits;
Fee;
Owners name, address and telephone shall be on the plan;
Surveyor/Engineers name, address and telephone shall be on the plan;

Provisions for:

Sewage Disposal;
Water, Domestic - well, haul or water company;
Buffers;
Access to site;
Access to utilities;
Drainage information;

The following shall be addressed on the plan:

Location map;
Setbacks;
Adjacent conditions;
North arrow and scale;
Label all streets and drives;
Topographical - 2 foot contours;
Boundary and distances;
Signed and sealed by a surveyor/engineer (if required);
Easements shall be recorded by separate instrument. (Legals to be provided by the owner.);
Parking layout (ingress and egress);
Proposed paving;
Show all proposed improvements and structures.

APPENDIX A

RIGHTS OF A REAL PROPERTY OWNER IN MOHAVE COUNTY, ARIZONA

MOHAVE COUNTY, ARIZONA POLICY AND NOTICE STATEMENT ON APPEALS OF ADMINISTRATIVELY REQUIRED DEDICATIONS OR EXACTIONS

In addition to other rights granted to you by the United States and Arizona Constitutions, federal and state law and Mohave County ordinances and regulations, you are hereby notified of your right to appeal any dedication or exaction which is required of you by an administrative agency or official of Mohave County as a condition of granting approval of your request to use, improve or develop your property. A dedication or exaction required in a legislative act of the Mohave County Board of Supervisors that does not give discretion to a County administrative agency or official to determine the nature or extent of the dedication or exaction is not subject to appeal under these procedures.

DEFINITIONS:

DEDICATION:

The conveyance of a fee simple or easement interest in private real property to Mohave County for public use.

EXACTION: A requirement to:

1. Construct a public improvement or facility; and/or
2. Pay money in lieu of construction of a public improvement or facility.

APPEAL PROCEDURE:

If you wish to appeal a discretionary decision placed on the establishment of a use, development or improvement by an administrative agency or official of Mohave County, the following procedures will apply to your appeal:

- The appeal must be in writing and filed with or mailed to the Hearing Officer for Exaction Appeals within 30 days after the administrative agency or official has made the determination requiring the dedication or exaction. The address of the Hearing Officer is as follows:

Hearing Officer for Exaction Appeals
Mohave County Planning and Zoning Director's Office
P.O. Box 7000
Kingman, AZ 86402-7000

- No fee is required or charged for filing an appeal.
- Your hearing will be scheduled before a Hearing Officer within 30 days of receipt by the Planning and Zoning Director's Office of your request. The County will bear the burden of proving that the dedications or exactions to be imposed on your property have an essential connection between the requirement and a legitimate governmental interest, and that the proposed dedication or exaction is roughly proportional to the impact of the use, improvement or development proposed.
- Ten days notice will be given to you of the date, time and place of the hearing unless you indicate to the Hearing Officer in your request that less notice is acceptable to you.
- The Hearing Officer must render a decision within five (5) working days after the appeal is heard.
- The Hearing Officer can affirm the dedication or exaction, modify it, or deny the requirement.
- If you are dissatisfied with the decision of the Hearing Officer, you may file a complaint for a trial de novo with the Superior Court within thirty (30) days of the Hearing Officer's decision.

QUESTIONS?

If you have any questions about this appeal process, you may contact the Deputy Mohave County Attorney at 520-757-0903.

APPENDIX B
RULES OF PROCEDURE
FOR DEDICATION AND EXACTION APPEALS
MOHAVE COUNTY, ARIZONA

SCOPE:

These rules shall apply in all cases involving decisions of the Dedication and Exaction Appeals Hearing Officer ("Hearing Officer") concerning a dedication or exaction requirement on a use, development or improvement on a parcel of property in Mohave County, as established pursuant to A.R.S. 11-810 and 11-811 and designated by the Board of Supervisors of Mohave County.

DEFINITIONS:

APPEAL: An application or plea by a property owner to overturn or amend a dedication or exaction requirement imposed by an administrative agency or official of Mohave County as a condition for granting the approval of a use, improvement or development of the property owner's real property in Mohave County, Arizona.

Note: A dedication or exaction which is a requirement of a legislative act of the Board of Supervisors and does not give discretion to a County administrative agency or official to determine a dedication or exaction is not subject to appeal under these procedures.

AUTHORIZED DEDICATED REPRESENTATIVE ("Representative") A person eighteen years of age or older who is not a licensed attorney and is authorized in writing by a property owner to act as a representative on his/her behalf in proceedings before the Hearing Officer. Such written authorization shall be in form sufficient to satisfy the Hearing Officer that the Representative has in fact been authorized to act on the property owner's behalf and that the property owner understands and agrees to be bound by any action taken by the Representative in proceedings before the Hearing Officer.

CONTINUANCE: An adjournment of a proceeding to a future day stated prior to the adjournment.

COUNSEL: An attorney licensed to practice law in the State of Arizona.

COUNTY: Mohave County, Arizona

COUNTY EXACTION APPEALS REPRESENTATIVE: The County official designated to represent the position of the County at an Appeal hearing with regard to the subject matter of an exaction or dedication appeal.

DECISION LETTER: The written and dated document prepared by the Hearing Officer which includes the Hearing Officer's findings of fact and conclusions concerning an appeal brought by a property owner over an exaction or dedication requirement of the County and articulating the Hearing Officer's decision to affirm, modify or deny the County's exaction or dedication requirement.

DEDICATION: The conveyance of a fee simple or an easement interest in private real property to the County for public use.

DEDICATIONS AND EXACTIONS APPEALS HEARING OFFICER ("Hearing Officer"): A person or persons appointed by the Mohave County Board of Supervisors to hear appeals brought by real property owners in the County concerning exactions and dedications placed on a use, improvement or development on a property.

DESIGNATED STAFF REPRESENTATIVE: The County official designated to represent the position of the County at an appeal hearing regarding exaction and dedication requirements on a parcel of real property brought by the owner.

DETERMINATION LETTER: The written and dated document sent by the County to a property owner, by first class mail, or personally obtained by the property owner, or owner's representative, which officially informs the property owner of the County's final determination regarding the imposition of a dedication or exaction requirement as a condition of granting approval of the use, improvement or development of the owner's real property.

EXACTION: A requirement to:

1. Construct a public improvement or facility; and/or
2. Pay money in lieu of construction of a public improvement or facility.

PARTIES: A real property owner in Mohave County; and Mohave County.

PROCEDURES

COMMENCEMENT OF APPEAL:

Every appeal brought before the Hearing Officer shall be in writing and filed with or mailed to the Hearing Officer within thirty (30) days after receipt by the property owner of the Determination Letter. The appeal shall state with detail the dedication or exaction requirement being appealed. No fee shall be charged for filing an appeal. After receipt of an appeal, the Hearing Officer shall schedule an appeal hearing within thirty (30) days after receipt. The Parties shall be given at least ten (10) days prior written notice of the date and time of the appeal hearing unless the Party not receiving such notice agrees to a shorter notice period.

APPEAL HEARING REPRESENTATION:

The property owner (appellant) shall have the right to be represented by legal Counsel or by an Authorized Designated Representative at the appeal hearing. In addition to the County Exaction Appeals Representative, the County shall have the right to be represented by Counsel at the appeal hearing. The Parties waive the right to be represented by Counsel at the appeal hearing unless actual written notice of such representation is provided to the Hearing Officer by either or both Parties at least five (5) working days prior to the hearing.

DISCOVERY:

No pre-hearing discovery shall be permitted absent extraordinary circumstances as determined by the Hearing Officer. Immediately prior to the appeal hearing, the Parties shall produce for inspection by the opposing Party any prepared exhibits and written or recorded statements of any witness which may be offered at the hearing. Failure to comply with the above statement may result, at the Hearing Officer's discretion, in the granting of a recess or continuance to permit such inspection, or denying admission of any evidence not so exchanged.

CONTINUANCE:

Upon the Hearing Officer's own motion, or a motion by either Party, the Hearing Officer may continue the appeal hearing for a period of not to exceed thirty (30) days, if it appears that the interests of justice may be served. In the event of a granted continuance the Hearing Officer shall notify the Parties in writing of the new appeal hearing date.

OATH:

All testimony at the appeal hearing shall be given under oath or affirmation.

WITNESSES:

On the motion of the Hearing Officer he may call and examine any witness including the property owner appellant. Examination or cross-examination of any witness shall be limited to the Hearing Officer, the property owner appellant, either Party's Counsel, property owners' Representative, or County Representative. All witnesses for the property owner's case in chief, other than the County Representative, shall be required to testify prior to the County Representative being required to testify or to produce any evidence.

A witness not called to testify in the property owner's case in chief may be called in rebuttal to testify to an issue raised by the County.

RULES OF EVIDENCE:

The Arizona Rules of Evidence shall not apply to a case before the Hearing Officer. Any evidence offered may be admitted subject to a determination by the Hearing Officer that the offered evidence is relevant and material to the case at hand and has some probative value to a fact at issue. Nothing in this requirement is to be construed as abrogating any statutory provision relating to privileged communications.

REQUIREMENT OF ESSENTIAL NEXUS AND ROUGH PROPORTIONALITY:

Mohave County has the burden of establishing connectivity between the dedication or exaction placed on a use, development or improvement on real property from a discretionary determination by County, and a legitimate governmental interest. Any discretionarily determined dedication or exaction placed on any real property by County shall be roughly proportional to the impact of the proposed use, development or improvement on the public. If it is determined that County established essential nexus and rough proportionality, the Hearing Officer shall affirm the requirement of dedication or exaction under appeal. If the County fails to establish an essential nexus and rough proportionality, the Hearing Officer shall modify or deny the requirement of the dedication or exaction. If more than a single parcel is involved, the burden of establishing an essential nexus and rough proportionality applies to the entire property that is subject to the dedication or exaction.

ORDER OF PROCEEDINGS:

The order of proceedings at an appeal hearing shall be as follows:

1. Testimony of property owner witnesses.
2. Testimony of County witnesses.
3. Testimony of any rebuttal witnesses for the property owner, if any.
4. Testimony of any County surrebuttal witnesses, if any.
5. Testimony and argument of the Parties and/or their Counsel, or other designated representative, as permitted by the Hearing Officer.
6. Decision on appeal, continuance of the case, or case taken under

advisement by the Hearing Officer.

DECISION BY THE HEARING OFFICER- TIME PERIOD FOR APPEAL:

If the Hearing Officer decides the appeal in the presence of the Parties immediately after the conclusion of the appeal hearing, such decision shall also be provided to the Parties in the form of a Decision Letter as soon as practicable after the appeal hearing. In such cases, an aggrieved property owner's thirty (30) day time period for appealing the Hearing Officer's decision to Superior Court pursuant to A.R.S. 11-810 (G), shall begin on the first working day after the date of the appeal hearing. If the Hearing Officer delays decision of the appeal by taking the matter under advisement, the Hearing Officer shall issue a Decision Letter to the Parties within five (5) working days after the appeal hearing. In such cases, an aggrieved property owner's time period for appealing the Hearing Officer's decision shall begin on the first working day after the date of the Decision Letter.

RECORD OF EVENT:

All appeal hearing proceedings shall be recorded by audiotape. A record of the appeal hearing may be made by a court reporter if provided by the property owner at his/her expense.