CITY OF BULLHEAD CITY
COMMERCIAL and MULTI-FAMILY

This list has been compiled in order to outline the most common type of Commercial and Multi-Family submittals. All requirements for a specific project type may not be listed. It is the applicant's responsibility to verify specific conditions of approval. If you have questions contact City staff for clarification prior to submittal at 928-763-0124. Failure to provide a complete submittal, as outlined below, may cause delays in the processing of your permit.

GENERAL REQUIREMENTS FOR PLAN SUBMITTAL:

- One (1) completed permit application worksheet.
- Two (2) copies of 8 1/2" x 11" site plan.
- Three (3) complete sets of PLANS.
- Two (2) copies of roof/floor truss layouts and calculations, if applicable for areas of unconventional construction (must be sealed by an Arizona licensed registrant).
- Two (2) copies of structural calculations, if applicable for areas of unconventional construction, or as required by the Arizona State Board of Technical Registration. (Commercial and Multi-family buildings or structures over two stories or over 3,000 square feet or intended for occupancy by more than twenty persons or having spans over 20 feet that are not achieved by the use of designed members such as trusses, are required to be designed and sealed by an Arizona licensed registrant.)
- One (1) completed City Drainage Fixture Unit REU form.
- One (1) completed City Water Resource Fee Calculation WRF form.
- If the applicant is not the building owner a letter from the building owner stating approval of the improvements as shown on the plans is required.
- One (1) copy of septic tank permit and well permit with site plans (if applicable).
- A digital copy or link to a drop box containing all submittal documents is also required. Contact City staff at 928-763-0124 for email address.
- A separate submittal to include permit application, plans and specifications is required for each building. A single plan submittal may be approved for multiple buildings if all the buildings are identical and on the same parcel.
- Plan review fees are collected at the time of submittal.

Items that require design by a registrant, per the building code or the Arizona Board of Technical Registration, are to be sealed and signed by an Arizona licensed registrant. City ordinance requires one set to contain the registrant's original signature the second set can be a copy.

Utilities:

Buildings for human occupancy are to be connected to public potable water, sanitary sewer and electric systems.

Alternatives:

- Septic Tank: Provide a copy of the sewage disposal system permit and approved site plan from Mohave County Development Services Department.
- Private Well: Provide a copy of the Arizona well permit.
- Alternative/Off-grid Electrical: Provide plans. System must be approved by the Building Official.

Outside Agency Approvals:

Prior to City permit issuance it is the applicant's responsibility to obtain all required non-City agency approvals that are applicable to the scope of the project (BHC Fire Department, Mohave County Development Services, Mohave County Environmental Health Department, ADOT, Utility Providers, Etc.) See the "Outside Agency Approvals" form.

PLANS:

To be on minimum 24" x 36" sheets, fully dimensioned and to scale, to include:

Title Sheet:
- A vicinity map.
- North arrows.
- The name of the project, project address and use.
- A square footage breakdown of areas/occupancies.
- The owner's name, address, and telephone number.
- The registrant's name, address and telephone number.
- Occupancy and type of construction per the 2006 International Building Code (Area increase calculations if applicable).
- A complete legend of symbols and abbreviations.

Site Plan:
- Property boundary dimensions, monuments, elevations, proposed building dimensions, finished floor elevation and distances to all structures and property lines.
- Locate dimensions on all easements and setbacks.
- Adjacent street right-of-ways, existing and proposed.
- Locate existing and proposed utilities.
    - Electric: location of service line and service panel(s).
    - Water: location of service main and meter size.
    - Sewer: location of service line or on site waste system.
    - Gas: location of service line and meter.
- Identify and detail all required accessibility provisions including parking, ramps, signage and accessible paths of travel.
- Loading docks and/or loading areas.
- Driveway entrances, existing and proposed (Construction is to be per MAG Standard details 250 or 251).
- See attached Planning & Zoning check list for additional Site Plan, Parking Plan, Landscape Plan, Screening, Signage and Other requirements.

Grading and Drainage Plan:
- All plans shall meet the requirements of the Bullhead City Procedures Manual and the 2006 International Building Code (A separate grading permit may be required).
- Show existing and proposed contours (1 or 2 ft. contour intervals).
- List cut/fill quantities in cubic yards on grading plan.
- Provide for retention of storm drainage. (Projects located within designated flood areas on the Federal Emergency Management Agency rate map require a Flood Plain Development Permit).
- Submit a hydrology study prepared by an appropriate Arizona registrant.
- Structural design for retaining walls.
- Soils Report: In areas likely to have expansive, compressible, shifting or other unknown soil characteristics, you may be required to provide a soil test to determine the soil's characteristics at a particular location. If required this test shall be made by an approved agency using an approved method.

Off Site Improvements:
- Off-site constructions including, but not limited to curb, gutter, sidewalk, and street lights to be in accordance with the **Bullhead City Procedures Manual** available at www.bullheacityaz.gov.

Building Plans:
- ADA accessibility is required (parking, signage, accessible route, ramp, entrance, restrooms, etc.)
- Exterior Elevations (referenced by orientation).

- Foundation Plan (completely dimensioned).
    - Reference typical footing details for perimeter walls, interior bearing walls, depressed slabs, foundation common to dwelling and garage, garage entrance, spread and/or post pads.
    - Location of all hold-down hardware and anchor bolt spacing required by structural calculations.
- Floor Plan (completely dimensioned), including mechanical, electrical and plumbing layouts.
- Electrical/Mechanical/Plumbing Plan.
    - Water, sewer, and gas isometrics.
    - Electrical single-line diagram, load calculations and panel schedules.
    - If project includes new plumbing fixtures or irrigation for landscaping the following forms are required to be completed by the designer.
        - Drainage Fixture Unit REU Calculation
        - Water Resources Fee Calculation
- Framing Plan.
    - Floor framing showing member sizes, spacing and spans and supporting members.
    - Roof framing showing member sizes, spacing and spans, supporting members, roof slopes, roofing materials and underlayment.
    - Grid/column lines showing how floors line up with one another.
- Structural Cross section.
    - All framing areas with section cuts coordinated and shown on floor and framing plans.
    - Identify and reference detailed connections.
    - Vertical dimensions.
- Door, window and material schedules.
- Framing details.
    - Referenced to plan view and/or structural sections.
    - Shear transfer connections.

OTHER REQUIRED INFORMATION:

- General Contractor:
    - Provide contractor's AZ Registrar of Contractor's license number.
    - For projects with a valuation of $50,000.00 or more, contractors are to provide a copy of their Arizona Department of Revenue, Bond Exemption Certificate or a One-time Bond Exemption.
    - Provide contractor's TPT number.
    - Provide contractor's City of Bullhead City business license number.

GENERAL INFORMATION

- See permit "Building and Zoning Permits Guide" for review timelines.
- Separate permits may be required for other related work such as retaining walls, signs, etc.
- A separate Flood Plain Development permit is required if lot is in a FEMA designated flood zone.
- A separate permit is required for construction within the City's right-of-way or easements such as driveway approaches, sidewalks, etc.
- A soil treatment report from an Arizona licensed pest control agency for the prevention of termite infestation is required prior to issuance of a Certificate of Occupancy.

PERMIT INFORMATION:

- A twenty-four (24) hour inspection request line is available, call (928) 763-0172.
- The permit inspection card must be posted on the construction site at all times.
- The approved plans must be on the job site for all requested inspections.
- Prior to digging call Arizona 811; in AZ dial 811, out of state 1-800-STAKE-IT (1-800-782-5348)
- Temporary restroom facilities and a minimum three cubic yard trash receptacle are required.

ADOPTED BUILDING CODES (with local amendments):

Title	Code Year	BHC MC Chapter	Title	Code Year	BHC MC Chapter
International Building Code, ICC	2018	15.12	International Fire Code, ICC	2018	15.24
International Residential Code, ICC	2018	15.14	International Energy Conservation Code, ICC	2018	15.22
National Electric Code, NFPA	2017	15.20	International Existing Building Code, ICC	2018	15.26
International Mechanical Code, ICC	2018	15.28	International Swimming Pool and Spa Code, ICC	2018	15.30
International Plumbing Code, ICC	2018	15.32			
International Fuel Gas Code, ICC	2018	15.34	ADAAG Manual, ADA US Access Board	2010	NA

ICC International Code Council, NFPA National Fire Protection Association

The Arizona Department of Fire, Building and Life Safety adopted the 2024 International Fire Code. For additional information contact the Bullhead City Fire Department at (928) 758-3971.

For specific Planning & Zoning codes, Engineering codes, Building codes and local code amendments, along with plan submittal requirements applicable to various project types, review our informational handouts under ***Departments*** and the City's ***Municipal Code*** at www.bullheadcityaz.gov.

PLANNING & ZONING PLAN CHECK LIST
COMMERCIAL AND/OR MULTIPLE FAMILY PLAN REVIEW

PROJECT NAME:_____ADDRESS:_____.

SUBDIVISION:_____TRACT:_____.

BLOCK:_____LOT:_____APN#:_____-_____-_____LOG:_____.

The following items are meant to provide a guideline to assist you in your submittal of plans for review by the Planning & Zoning Division. Your submittal needs to include the following information.

SITE PLAN

1. Physical address, parcel number, legal description of property and current zoning designation.
2. Address and phone number of owner and project designer.
3. North arrow, accurate drawing scale, property lot line dimensions, corner markers and overall property square footage.
4. Setbacks and easements accurately shown.
5. Dimensions and square footage of existing and proposed buildings and dimensions between buildings.
6. Dimensions from property line to structure to property line.
7. Locations, widths and names of streets.

PARKING PLAN

1. Calculation data for number of parking spaces required and provided based upon the intended uses (see Chapter 17.44 of the municipal code).
2. Surfaced with acceptable material (typically asphalt or concrete, see Procedures Manual and Chapter 17.44 of the municipal code for more information).
3. Parking to be located on same lot or within 300 feet on property appropriately zoned for such use.
4. Parking shall be located a minimum of five feet from any property line fronting on a right-of-way.
5. Minimum driveway entrance widths of 12 feet for one-way travel and 24 feet for two-way travel and fire lanes.
6. Dependent upon lot design, minimum widths of interior travel aisles and parking stall dimensions should comply with the Bullhead City Procedures Manual.
7. Handicap parking and access aisles shall comply with the 2010 ADAAG. Van accessible handicap parking stalls are to be a minimum of 8' x 20' with an 8' x 20' access aisle, or 11' x 20' with a 5' x 20' access aisle. Standard handicap parking stalls are to be a minimum of 8' x 20' with a 5' x 20' access aisle. The access aisle must connect to an accessible route to the building entrance.
8. Any improvements to be placed in the Arizona Department of Transportation (ADOT) right-of-way require a permit by ADOT. Contact ADOT at (928) 681-6010 for permit information. It is the owner's responsibility to know the location of ADOT right-of-way.
9. Lighting must be provided for parking areas utilized during hours of darkness. Any outdoor illumination must be directed away or shielded from adjoining residential lots.

LANDSCAPE PLAN

1. Calculation data for landscaping required and provided, with legend describing all symbols, plant types, names, sizes and quantities, IE:
    a. Trees - one for each 50 linear feet of street frontage rounded to nearest whole number divisible by fifty, minimum 15 gallons in size.
    b. Shrubs - two for each 25 linear feet of street frontage rounded to nearest whole number divisible by twenty-five, minimum 5 gallons in size.
    c. Annuals, perennials, grass, or ground cover - equal to 2% of the total lot area.
2. Show plant layout on site plan using symbols in legend. All vegetation must be from City's approved plant list.
3. The interior of all areas used for parking lots must be landscaped as set forth below:
    a. Landscaped areas shall contain a minimum of twenty-five square feet and shall have a minimum average width of at least five feet.
    b. For every ten required parking spaces or portion thereof, a minimum of two shrubs not to exceed three feet in height shall be provided within the interior of the parking area.
    c. The balance of the landscaped areas shall be occupied by any approved landscape materials.

    A minimum 5 foot wide landscape area adjacent to all street right-of-way lines and between curb and property lines. Any improvements to be placed in the Arizona Department of Transportation (ADOT) right-of-way require a permit by ADOT. Contact ADOT at (928) 681-6010 for permit information. It is the owner's responsibility to know the location of ADOT right-of-way. (Highway 68)
4. Any landscape areas located within the 25 foot sight obstruction triangle for corner lots or driveway entrances shall be no more than three feet in height.
5. All areas of the project property not occupied by structures or parking areas shall be covered in minimum 1-1/2" of decomposed granite.
6. Show protection from vehicular traffic to landscape areas.
7. Indicate irrigation layout and type, vacuum breaker or backflow valve.

SCREENING

1. A minimum 6 foot high screening device (solid fence) is required for areas of outside storage, loading, delivery and service bays adjacent to different zoning districts. Areas of outdoor operations or storage must be screened from public view.
2. Indicate the height and type of material used for screening device(s).
3. A minimum 6 foot high screening device is required for screening of trash bins. The following is required for the screened enclosure:
    a. A structural profile of enclosure.
    b. A six inch slab on profile.
    c. A six foot screen gate - gates do not swing open into a public right-of-way.
    d. The approach in front of enclosure shall be paved.
5. Provide an 8½ x 11 site plan and letter from the trash hauler approving the enclosure placement and construction.
6. Show screening for all ground or roof mounted mechanical equipment.
7. Screening devices encroach into utility or drainage easements will require an encroachment permit.

PERFORMANCE STANDARDS

1. Prefabricated buildings that are to be placed on parcels of land zoned C1, C2, or C3 and located within one hundred fifty feet (150) of a major or minor arterial street as measured from the right-of-way line and as identified in the Bullhead City General Plan shall provide supplemental standard building materials, forms, and detailing on the exterior elevation of the front building face. Said standard building materials, forms, and detailing shall also be added to the portion of the side building faces that are visible from the front building side along the major or minor arterial streets as identified in the Bullhead City General Plan. At least thirty-three percent (33%) of the total visible wall area of said exterior elevations within said one hundred fifty feet (150) shall be a standard building material such as masonry, stucco, or brick.

SIGNAGE

1. Signs for different businesses located within the same building or shopping center/mall shall be of matching design and materials. Sign size, location, height, etc. must comply with Chapter 17.42 of the municipal code.
2. ADOT Review - Signs visible from Highway 68 are subject to an Arizona Department of Transportation (ADOT) permit process. Contact ADOT at (928) 681-6010 for permit information.

MULTIPLE FAMILY Information required beyond the above requirements

1. Number of units cannot exceed the maximum allowed by the density district (D1, D2, D3). See Table 17.38.020 of the municipal code.
2. Accessory storage area must be provided in accordance with Section 17.18.020 of the municipal code.

OTHER

1. Address and unit or suite numbering must be in compliance with the Street Name and Numbering Handbook and grid.
2. Maximum allowable height for structures is 35 feet.
3. If there's an increase in the number of structures on a site or the square footage of a building increases by 10% or more, or there's a change in occupancy, any non-conforming landscaping, screening and parking must be brought into compliance with current code requirements.
4. The following may be required prior to building permit issuance. Verify applicability with a Planner.
    a. Zone changes
    b. Conditional Use Permit
    c. Variance
    d. Abandonment
    e. Right-of-Way dedication
5. Separate permits are required for:
    a. Signs
    b. Fences or screening devices
    c. Driveway approaches
    d. Future construction or installations
    e. Any work along Highway 95 & Highway 68 right of way may require an ADOT permit.

CITY OF BULLHEAD CITY
DEVELOPMENT SERVICES
2355 TRANE ROAD
BULLHEAD CITY, AZ 86442
Office: 928-763-0124
Fax: 928-763-0131

PERMIT APPLICATION

LOG NUMBER: _____

PERMIT NUMBER: _____

PROJECT ADDRESS: _____

Project Description: _____ Project Valuation: $_____

LEGAL DESCRIPTON:

A.P.N: _____-_____-_____ Subdivision: _____
ASSESSOR PARCEL NUMBER

Tract: _____ Block: _____ Lot: _____Parcel: _____M&B: SEC._____ , T____N , R____W

APPLICANT: _____ Contact Person: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone Numbers
(Home/Office):_____ Cell :_____ Fax :_____

Email Address: _____

PROPERTY OWNER: _____

Mailing Address: _____

City: _____

State: _____ Zip Code: _____

Phone Numbers
(Home/Office):_____

Cell :_____ Fax :_____

Email Address:_____

OFFICE USE ONLY

PROPERTY OWNER INFORMATION PER MOHAVE COUNTY

Owner:_____

Mailing Address: _____

City: _____

State:_____ Zip Code:_____

☐ New Owner / Sale Date: _____

TENANT: _____ Contact Person: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone Numbers
(Home/Office): _____ Cell :_____ Fax : _____

Email Address: _____

☐ **OWNER BUILDER**: (requires completion of the "**Declaration of Intent**" form)

-or-

☐ **CONTRACTOR:**_____ Contact Person: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone Numbers

(Home/Office):_____ Cell :_____ Fax :_____

Email Address: _____

Arizona State Contractors License Number: _____

Arizona Transaction Privilege Number: _____

City of Bullhead City Business License Number: _____

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.

Warning - Plans Control:

Once submitted to the City for review, permits and their associated construction documents are considered to belong to the property owner, as recorded with Mohave County at the time of application and permit issuance, regardless of who is listed on this application as the owner, tenant, applicant, technical registrant or contactor and regardless of who paid the associated fees to the City. The City will not determine between competing interests who has legal right to the permit and associated construction documents.

Licensing Timelines:

Overall timeline for application review is 60 working days consisting of: Up 15 working days for administrative review for application completeness. Up to 45 working days for substantive review of the application. *(see "Building and Zoning 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.

Acknowledgement:

I hereby acknowledge that the information I have provided is correct and I agree to comply with all State, County and City laws and ordinances regulating construction, and that I will advise all interested parties under this application of the licensing and plans control provisions above. I also acknowledge I am aware of CC&R's in general; that the City is not responsible for reviewing compliance with any CC&R's that apply to the project; and that in my opinion no CC&R exists or applies or has been or will be complied with. I understand and agree the City of Bullhead City has no obligation to explain every requirement and ordinance to me prior to approval of my project. I also acknowledge by signing this application I authorize any City of Bullhead City personnel access to the property at all reasonable times to ascertain relevant information, including the current condition of the property, and perform any and all inspections. The issuance of a permit based on plans, specifications and other data shall not prevent the building official from thereafter requiring the correction of errors in said plans, specifications and other data, or preventing building operations when in violation of this code or of any State, County or City laws, rules or regulations.

_____ _____ _____ _____

Owner/Agent Signature **Date** **Applicant's Signature** **Date**

(By signing as 'Agent' I am signing on behalf of the owner and I have the owner's permission and authority to do so.)

OFFICE USE ONLY

Census: _____

Square Footages: _____

Type of Construction: _____ Occupancy Classification:_____ Occupant Load: _____ Number of Bedrooms: _____ Flood Zone:_____

Pre-Paid Amount: _____ Paid By: _____Receipt # : _____

Valuation: _____ Permit Fee: _____ Plan Review: _____

Sewer Capacity Fee: _____ Water Resource Fee: _____ Eng. Plan Rev: _____

Zoning: _____ Lot Size: _____ Lot Coverage: _____

Minimum Setbacks: Front: _____ Side: _____ Street Side: _____ Rear:_____

Easements:_____

Comments: _____

	REVIEWED BY (STAFF INITIALS)	DATE (MM/DD/YY)
SUBMITTAL		
P&Z		
BLDG.		
ENG.		
APPROVAL		
TYPED		

CONTRACTOR LIST **Log #:** _____ **Permit #:** _____

Contractor _____ Type: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Office #: _____ Cell #: _____ Fax #: _____
Email: _____
AZ Registrar of Contractors Number: _____
Arizona Transaction Privilege Tax Number: _____
City of Bullhead City Business License Number: _____

Sub-Contractor _____ Type: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Office #: _____ Cell #: _____ Fax #: _____
Email: _____
AZ Registrar of Contractors Number: _____
Arizona Transaction Privilege Tax Number: _____
City of Bullhead City Business License Number: _____

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Sub-Contractor _____ Type: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Office #: _____ Cell #: _____ Fax #: _____
Email: _____
AZ Registrar of Contractors Number: _____
Arizona Transaction Privilege Tax Number: _____
City of Bullhead City Business License Number: _____

CITY OF BULLHEAD CITY
DRAINAGE FIXTURE UNIT REU CALCULATION (Manual Fill)
(EXCEL version available upon request)

PROJECT NAME:	PROJECT ADDRESS:

TABLE 709.1, 2018 IPC
DRAINAGE FIXTURE UNITS FOR FIXTURES AND GROUPS

FIXTURE TYPE	NOTES	DRAINAGE FIXTURE UNIT VALUE		ENTER # OF NEW FIXTURES		TOTAL FIXTURE UNITS
Automatic clothes washers, commercial	a, g	3	x		=	
Automatic clothes washers, residential	g	2	x		=	
Bathroom group as defined in Section 202 (1.6 gpf water closet)	f	5	x		=	
Bathroom group as defined in Section 202 (water closet flushing greater than 1.6 gpf)	f	6	x		=	
Bathtubb (with or without overhead shower or whirpool attachments)	b	2	x		=	
Bidet		1	x		=	
Combination sink and tray		2	x		=	
Dental lavatory		1	x		=	
Dental unit or cuspidor		1	x		=	
Dishwashing machine, domestic	c	2	x		=	
Drinking fountain		0.5	x		=	
Emergency floor drain		0	x		=	
Floor drains		2	x		=	
Kitchen sink, domestic		2	x		=	
Kitchen sink, domestic with food waste grinder and/or dishwasher		2	x		=	
Laundry tray (1 or 2 compartments)		2	x		=	
Lavatory		1	x		=	
Shower		2	x		=	
Service sink		2	x		=	
Sink		2	x		=	
Urinal	d	4	x		=	
Urinal, 1 gallon per flush or less	d,e	2	x		=	
Urinal, nonwater supplied	d	0.5	x		=	
Wash sink (circular or multiple) each set of faucets		2	x		=	
Water closet, flushometer tank, public or private	d,e	4	x		=	
Water closet, private (1.6 gpf)	d,e	3	x		=	
Water closet, private (flushing greater than 1.6 gpf)	d,e	4	x		=	
Water closet, public (1.6 gpf)	d,e	4	x		=	
Water closet, public (flushing greater than 1.6 gpf)	d,e	6	x		=	
Table 709.2: For fixture types not listed based on fixture drain or trap size (inches)						
1 1/4"		1	x		=	
1 1/2"		2	x		=	
2"		3	x		=	
2 1/2"		4	x		=	
3"		5	x		=	
4"		6	x		=	
		TOTAL FIXTURES:				
		TOTAL FIXTURE UNITS:		(TFU)		
(REU - Residential Equivilent Unit, 15 Fixture Units per REU)		**TOTAL REUs:**		(REU=TFU / 15)		

For SI: 1 inch = 25.4 mm, 1 gallon = 3.785 L (gpf = gallon per flushing cycle).

a. For traps larger than 3 inches, use Table 709.2.
b. A showerhead over a bathtub or whirlpool bathtub attachment does not increase the drainage fixture unit value.
c. See Sections 709.2 through 709.4 for methods of computing unit value of fixtures not listed in this table or for rating of devices with intermittent flows.
d. Trap size shall be consistent with the fixture outlet size.
e. For the purpose of computing loads on building drains and sewers, water closets and urinals shall not be rated at a lower drainage fixture unit unless the lower values are confirmed by testing.
f. For fixtures added to a dwelling unit bathroom group, add the dfu value of those additional fixtures to the bathroom group fixture count.
g. See Section 406.3 for sizing requirements for fixture drain, branch drain, and drainage stack for an automatic clothes washer standpipe.

CITY OF BULLHEAD CITY
WATER RESOURCES FEE CALCULATION (MANUAL FILL)
(EXCEL version available upon request)

1. Applicant Name _____

2. Address _____

3. Legal Description _____

4. Assessor Parcel Numbers _____

5. Land Use/Water Information: _____

Water District: *
Use (BHC) OR (MOHAVE WATER)
See Map

PROPOSED LAND USES	CITY CODE WATER RESOURCES FEE CALCULATIONS	NUMBER OF DWELLING UNITS OR SPACES	WATER NEEDED FOR EACH LAND USE (ACRE FEET PER YEAR)	TOTAL FEES
SINGLE FAMILY RESIDENTAL (BHC)	$405 PER UNIT			
SINGLE FAMILY RESIDENTAL (MOHAVE WATER)	$721 PER UNIT			
MULTIPLE FAMILY RESIDENTIAL / RV PARK (BHC)	$341 PER UNIT OR SPACE			
MULTIPLE FAMILY RESIDENTIAL / RV PARK (MOHAVE WATER)	$596 PER UNIT OR SPACE			
		NUMBER OF REUs		
ALL OTHER USES BY REUs ** (BHC)	$449 ACRE FOOT OF ESTIMATED USE TO BE DETERMINED BY PROJECT ENGINEER & APPROVED BY CITY ENGINEER			
ALL OTHER USES BY REUs ** (MOHAVE WATER)	$1,581 ACRE FOOT OF ESTIMATED USE TO BE DETERMINED BY PROJECT ENGINEER & APPROVED BY CITY ENGINEER			
		NUMBER OF GALLONS PER DAY		
IRRIGATION *** (BHC)	$449 ACRE FOOT OF ESTIMATED USE TO BE DETERMINED BY PROJECT ENGINEER & APPROVED BY CITY ENGINEER			
IRRIGATION *** (MOHAVE WATER)	$1,581 ACRE FOOT OF ESTIMATED USE TO BE DETERMINED BY PROJECT ENGINEER & APPROVED BY CITY ENGINEER			
		TOTALS		

6. Method of Providing Water:
_____ Water Company _____ Individual Well _____ Other

7. Address Information:
Water Company _____
Developer _____
Engineer _____

Engineer's Seal

* Bullhead City Contract Area Fee OR Mohave Water Conservation District Fee

** Single Family Residential: (300 gallons per day x 365 days per year) / 325,851 gallons = Acre Feet per Year.
Multiply Family Residential / RV Park: (200 gallons per day x 365 days per year) / 325,851 gallons = Acre Feet per Year
Commercial / Other: (Number of Residential Equivalent Units REUs x 268 gallons per day x 365 days per year) / 325,851 gallons = Acre Feet per Year (See *Drainage Fixture Unit REU Calculation* form to calculate REUs.)

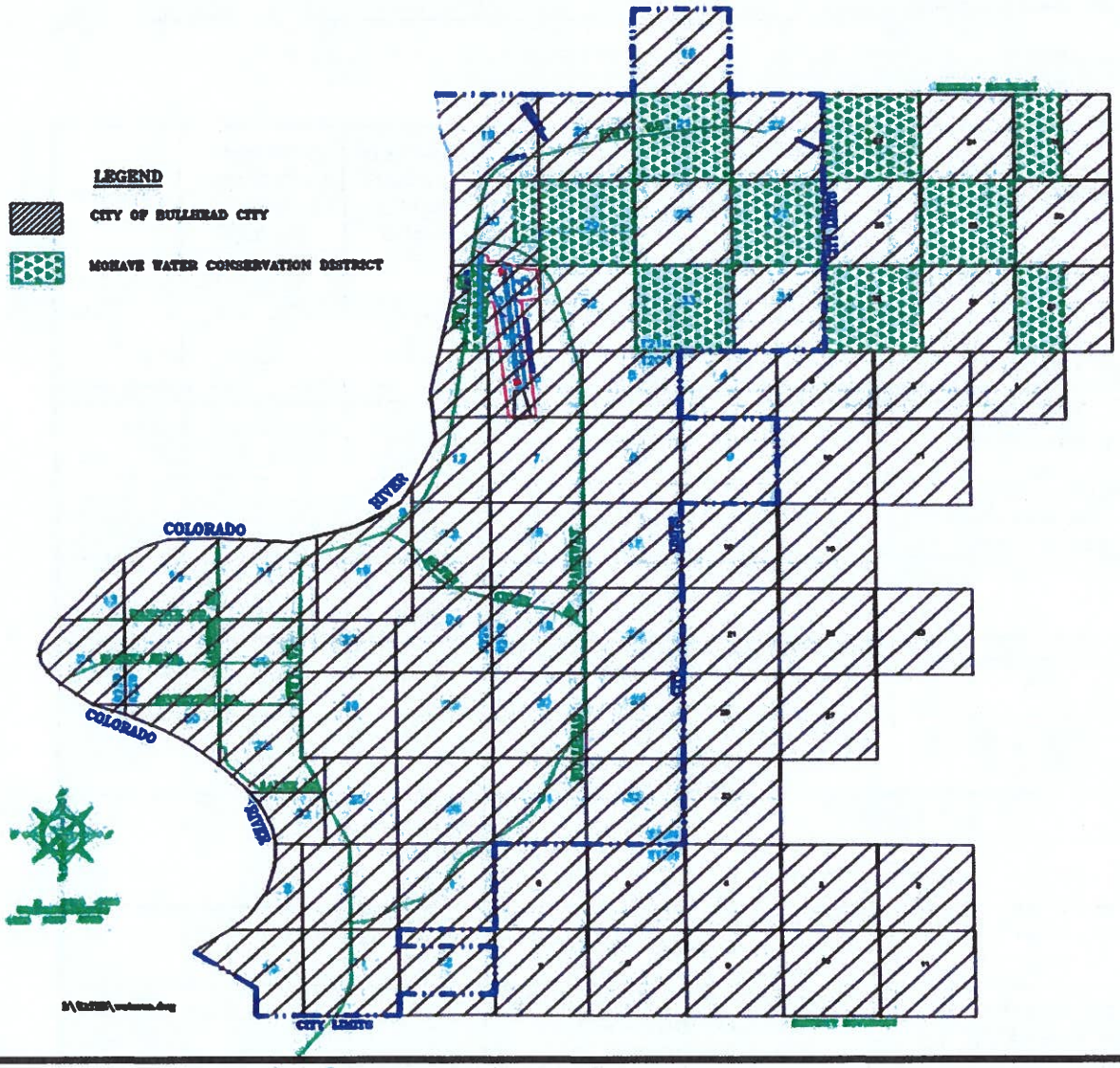
*** Irrigation: (Total gallons per day x 365 days per year) / 325,851 gallons = Acre Feet per Year.

CITY OF BULLHEAD CITY

BUREAU OF RECLAMATION

WATER CONTRACT AREAS

Figure 1



CITY OF BULLHEAD CITY
Development Services
2355 Trane Road
Bullhead City, AZ 86442
PH (928) 763-0124 FAX (928) 763-0131 TDD (928) 763-9400

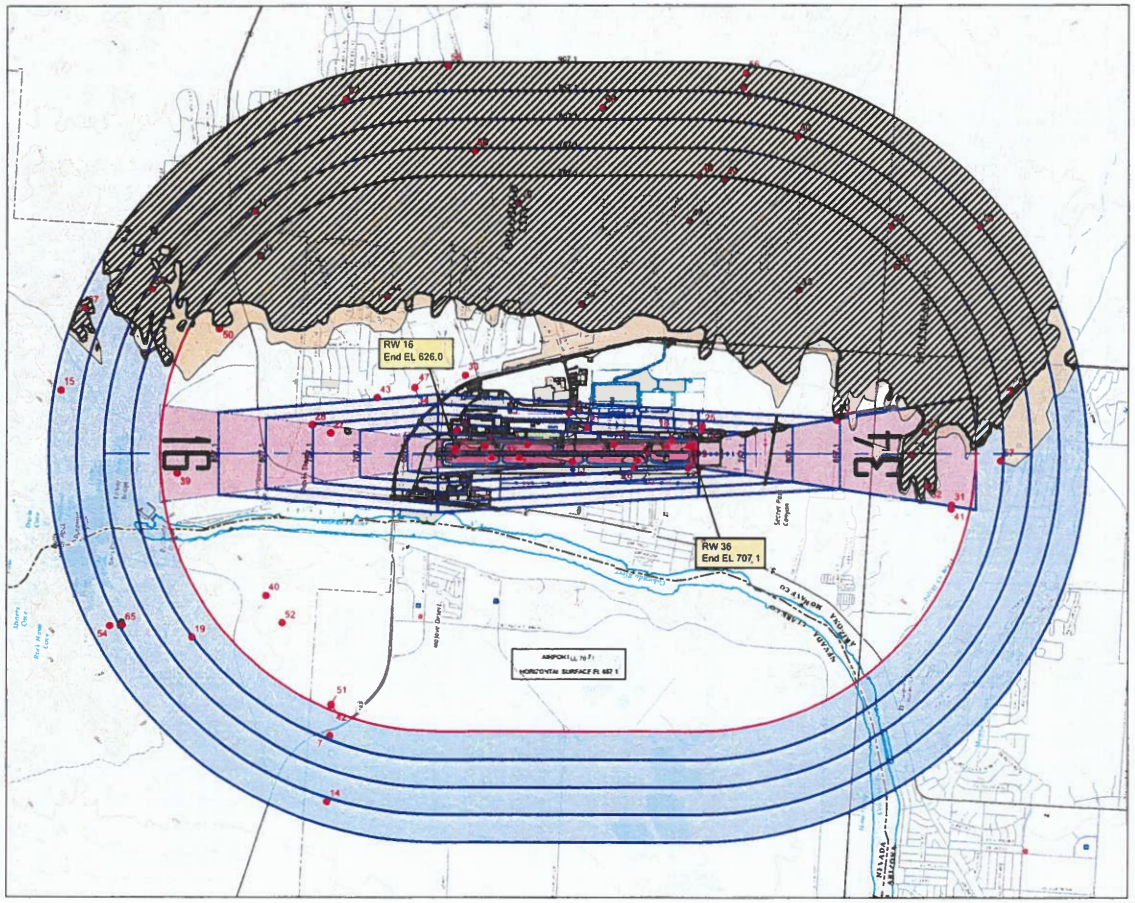
PROJECT DESCRIPTION:	**Log Number:**	**Staff:**
	APPLICANT:	

Outside Agency Approvals

X	Agency	Address	Contact	Phone #
Permits will not be issued without approval from the following (if marked "X"):				
	Bullhead City Fire Department (All Projects)	1230 Highway 95 Bullhead City, AZ 86429	Barbie Barrett, Fire Marshal	planreview@bullheadfire.org 928-758-3971, Ext: 409
	Mohave County Environmental Health Department (Projects with food service/food prep)	1130 Hancock Rd Bullhead City, AZ 86442	Permits Technician	permittech@mohave.gov 928-758-0704
	Mohave County Development Services (Projects with septic tanks, modular offices, etc.)	1130 Hancock Rd. Bullhead City, AZ 86442	Permitting Desk	928-758-0707
	Arizona Department of Environmental Quality (ADEQ) (Projects with public / semi-public swimming pools / spas.)	C/O Engineering Review Desk 1110 W. Washington St Phoenix, AZ 85007	Engineering Review Desk	800-234-5677 602-771-4677
	Mohave County Airport Authority, Inc. (All cell tower submittals and building projects per the "Airport Notification Required" map stipulations.)	Laughlin/Bullhead International Airport Mohave County Airport Authority 2550 Laughlin View Dr., #117 Bullhead City, AZ 86429	James Scheller, C.M., Airport Director Justin M. Lewis, Airport Operations	jscheller@flyifp.com justin@flyifp.com 928-754-2134
Contact the following (if marked "X"):				
	ADOT:			
	Arizona Department of Transportation (Projects on Highway 68)	3660 E. Andy Devine Ave. Kingman, AZ 86401	Northwest District, Kingman Permits Office	kingmanpermits@azdot.gov 928-681-6010
	UTILITY PROVIDERS:			
	City of Bullhead City Utilities (Water & Wastewater) (Most Areas)	2355 Trane Rd. Bullhead City, AZ 86442	Paul Bushhousen	928-763-9400
	Bermuda Water Company (Southern Areas: Arroyo Vista, Etc.)	4544 Highway 95 Fort Mohave, AZ 86426	Steven Taylor, Area Mgr Josh Kemp, Project Mgr	Steven.Taylor@nexuswg.com 928-763-6676 Josh.Kemp@nexuswg.com 928-278-7860
	Mohave Electric Cooperative (Most areas)	1999 Arena Dr. Bullhead City, AZ 86442	RoJeana Wymbs	928-763-4115
	Unisource Energy Services (Punto De Vista only)	PO Box 3099 Kingman, AZ 86402	Brenda McDaniel	928-681-8914
	Southwest Gas Corporation	PO Box 22374, 34A-002 Bullhead City, AZ 86439	Mike Higgins	928-763-7467
	Kinder Morgan (Formerly El Paso Natural Gas)	5405 Needle Mountain Rd. Topock, AZ 86436	Don Snedden	928-733-8260
	Frontier Communications	927 Hancock Rd. Bullhead City, AZ 86442	Allen Cox Steve Silverman	928-763-0449 928-763-0400
	Suddenlink Communications	1049 Hancock Rd. Bullhead City, AZ 86442	George Acker Jeremy Brunk	928-758-6641, Ext: 10511
	AT&T (Commercial Projects Only)		Gary Stephens	702-595-7965
	OTHER:			

This list may not include all outside agencies applicable to your project. It is the applicant's responsibility to obtain all outside agency approvals required by Federal, State and/or Local statute. Your contact information may be shared with the outside agencies contained on this list.

Signature of Applicant: _____ _____ Date _____

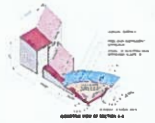


ID	Feature	Obstruction ID #	Top Elevation (ft. msl.)	Surface Obstructed	Penetration Value (Ft.)	Disposition
1	Airfield Sign	N/A	641.51	Primary	1.57	To Remain
2	Airfield Sign	N/A	635.24	Primary	1.60	To Remain
3	Airfield Sign	N/A	701.42	Primary	2.03	To Remain
4	Airfield Sign	N/A	706.96	Primary	0.75	To Remain
5	Natural High Point	N/A	622.29	Primary	0.76	Graded in future condition
6	Airfield Sign	04-044844	644.00	Primary	2.14	To Remain
7	Transmission Line	32-020499	907.00	Conical	7.29	Add Obstruction Marking
8	Wind Sock	04-045217	635.00	Primary	2.09	Relocate
9	Ground	04-045781	708.00	Primary	1.56	Graded in future condition
10	Airfield Light	04-045792	627.00	Primary	5.47	To Remain
11	Wind Sock	04-045074	673.00	Primary	11.98	Relocate
12	Sign	04-046346	642.00	Primary	2.06	To Remain
13	Airfield Sign	04-046553	685.00	Primary	3.05	To Remain
14	Transmission Line	32-020497	1,027.00	Conical	12.41	Add Obstruction Marking
15	Natural High Point	04-052122	1,079.00	Conical	35.40	To Remain
16	Wind Indicator	04-046613	694.00	Primary	2.92	Relocate
17	Tree	04-051994	1,080.00	Conical	176.20	Remove
18	Natural High Point	04-046892	702.00	Primary	1.04	Graded in future condition
19	Natural High Point	04-046907	940.00	Conical	31.86	To Remain
20	Beacon/ATCT	N/A	799.95	Transitional	4.23	NAR. Per OEAAA Determination
21	Primary Road	N/A	731.21	Transitional	2.59	To Remain
22	Ground	04-045599	715.00	Transitional	4.47	To Remain. Airport Controlled Road
23	Light Pole	04-045632	678.00	Transitional	6.99	Add Obstruction Light
24	Natural High Point	04-045673	759.00	Transitional	1.04	Grade
25	Bush	04-045852	778.00	Transitional	3.36	Remove
26	Kawaid	04-046608	719.00	Transitional	26.49	To Remain
27	Pole	04-021334	765.00	Runway 16 Approach	26.35	Add Obstruction Light
28	Pole	04-021348	816.00	Runway 16 Approach	67.82	Add Obstruction Light
29	Bush	04-044722	937.00	Runway 34 Approach	4.44/79.80	Remove
30	Natural High Point	N/A	863.84	Runway 34 Approach/Horizontal	10.62	To Remain
31	Natural High Point	N/A	867.72	Horizontal	10.62	To Remain
32	Bush	N/A	874.41	Horizontal	17.31	Remove
33	Pole	04-000447	878.00	Horizontal	20.90	NAR. Structure Lighted
34	Transmission Line	04-021342	867.00	Horizontal	9.90	Add Obstruction Marking
35	Pole	04-021349	1,058.00	Horizontal	210.90	Add Obstruction Light
36	Bush	04-044013	905.00	Horizontal	47.90	Remove
37	Bush	04-044047	995.00	Horizontal	137.90	Remove
38	Utility Pole	04-044050	1,233.00	Horizontal	375.90	Add Obstruction Light
39	Utility Pole	04-044701	894.00	Horizontal	36.90	Add Obstruction Light
40	Utility Pole	04-044855	912.00	Horizontal	54.90	Add Obstruction Light
41	Bush	04-045164	878.00	Horizontal	20.90	Remove
42	Utility Pole	04-045382	911.00	Horizontal	53.90	Add Obstruction Light
43	Utility Pole	04-045994	861.00	Horizontal	3.90	NAR. Structure Lighted
44	Tree	04-046095	915.00	Horizontal	57.90	Remove
45	Bush	04-046646	1,046.00	Horizontal	188.90	Remove
46	Bush	04-046873	1,055.00	Horizontal	197.90	Remove
47	Pole	04-051857	875.00	Horizontal	17.90	Add Obstruction Light
48	Bush	04-052044	1,216.00	Horizontal	358.90	Remove
49	Natural High Point	04-052046	1,160.00	Horizontal	302.90	To Remain
50	Utility Pole	04-052097	957.00	Horizontal	99.90	Add Obstruction Light
51	Transmission Line	32-020496	910.00	Horizontal	52.90	Add Obstruction Marking
52	Utility Pole	32-072813	928.00	Horizontal	70.90	Add Obstruction Light
53	Natural High Point	N/A	983.15	Runway 34 Approach/Horizontal	35.25/126.05	To Remain
54	Natural High Point	N/A	1,049.15	Conical	26.82	To Remain
55	Natural High Point	N/A	1,039.36	Conical	86.13	To Remain
56	Natural High Point	N/A	1,348.07	Conical	304.41	To Remain
57	Building	N/A	913.01	Conical	10.94	Add Obstruction Light
58	Building	04-021353	1,356.00	Conical	304.88	Add Obstruction Light
59	Bush	04-044082	1,199.00	Conical	192.09	Remove
60	Fence	04-044286	1,220.00	Conical	264.92	To Remain
61	Tree	04-044731	1,358.00	Conical	339.19	Remove
62	Bush	04-045051	1,243.00	Conical	228.69	Remove
63	Bush	04-045449	975.00	Conical	46.77	Remove
64	Bush	04-045881	1,161.00	Conical	268.80	Remove
65	Natural High Point	04-046038	1,040.00	Conical	38.18	To Remain
66	Bush	04-046438	1,150.00	Conical	248.15	Remove
67	Natural High Point	04-046569	1,205.00	Conical	162.93	To Remain
68	Bush	04-046887	1,220.00	Conical	241.99	Remove

Above Ground Level measurement not available

Obstructions within groupings contain tallest manmade, natural, and terrain feature. Large groupings in horizontal and conical surfaces contain additional representative points.

NAR. No Action Required



GENERAL NOTES:

1. RUNWAYS SHOWN ARE BASED ON ULTIMATE CONDITIONS PER FAA SOP NO 2 A.5 AIRPORT AIRSPACE DRAWING ITEM B.
2. HORIZONTAL DATUM NORTH AMERICAN DATUM 1983 - NAD83
   VERTICAL DATUM NORTH AMERICAN DATUM 1988 - NAVD88
3. PLANIMETRIC DATA FROM WOOLPERT DATED 7/24/2018
4. PENETRATIONS IDENTIFIED WITHIN OBSTRUCTION GROUPINGS REFLECT THE TALLEST NATURAL AND MANMADE OBJECTS WITHIN A REPRESENTATIVE SELECTION OF OBSTRUCTIONS
5. SEE THE INNER PORTION OF THE APPROACH SURFACE DRAWINGS FOR CLOSE-IN APPROACH OBSTRUCTIONS
6. THE FOLLOWING 7.5 USGS QUAD MAPS SUPPLEMENT THIS DRAWING DAVIS DAM, DAVIS DAM SE, NEEDLES NE, OATMAN AND SPIRIT MOUNTAIN SE
7. CHAPTER 17.34 OF THE BULLHEAD CITY MUNICIPAL CODE ESTABLISHES THAT THE HEIGHT HAZARD ZONING WILL CONFORM TO THE 14 CFR PT 77 SURFACES FOR LAUGHLIN/BULLHEAD INTERNATIONAL AIRPORT
8. ALL ELEVATIONS IN MSL FEET

LEGEND

- OBSTRUCTION IDENTIFIER
- OBSTRUCTION AREA GROUPING
- TERRAIN OBSTRUCTION

Magnetic Declination
11° 48' East ± 0°11'
Annual rate of Change
0° 6' West
(Source: NOAA NCEI June 5, 2020

0 2000 4000
SCALE IN FEET

NO	REVISIONS	DATE	BY	APPD

LAUGHLIN/BULLHEAD INTERNATIONAL AIRPORT

AIRPORT AIRSPACE DRAWING

BULLHEAD CITY, AZ

PLANNED BY P. Taylor
DRAWN BY D. Przybycien
APPROVED BY T. Kahmann
September 2021
SHEET 4 OF 11

Coffman Associates
Airport Consultants

COMMERCIAL/MULTIFAMILY
FEE CALCULATION WORKSHEET
ESTIMATE*

Date: _____
Log#: _____

Project Name: _____
Address: _____

Occupancy/Use: _____ **Per 2018 IBC**
Type of Constr: _____ **Per 2018 IBC**

Building Element	Square Footage	Fee	Valuation
Air Conditioning		3.22	
Fire Sprinklers		1.61	
		TOTAL VALUATION:	
X 89% if Mini-Warehouse	X 80% if Shell Only	X 25% if Tenant Improvement	

_____ + (_____ X _____) _____
Base Fee **Multiplier** **Additional** = **Permit Fee:** _____

Building: Permit Fee _____ X 65% = **Plan Review:** _____

Engineering: # of sheets _____ X $325.00 = **Plan Review:** _____
(MINIMUM ENGINEERING REVIEW FEE DUE OF $325.00)

Estimated Plan Review Fee: _____

Pre-Paid Plan Review Fees: _____

(TO BE CALCULATED AT TIME OF REVIEW) **Water Resource Fees:** _____
(TO BE CALCULATED AT TIME OF REVIEW) **Sewer Capacity Fees:** _____

TOTAL: _____

Comments: _____

*All fees are estimated based on information provided and do not include Water Resource fees or Sewer Capacity fees. Final fees, including those for any additional permits required (grading, retaining walls, screen walls, flood plain, etc.), will be calculated during the plan review process. The City's complete Comprehensive Fee Schedule is available at www.bullheadcityaz.gov.

A3.40.021.02 – Valuation Fees

$1.00 - $500.00	$21.68
$501.00 - $2,000.00	$21.68 1st $500.00, plus $2.90 per $100.00 or fraction of, up to and including $2,000
$2,001.00 - $25,000.00	$65.18 1st $2,000.00, plus $13.02 per $1,000.00 or fraction of, up to and including $25,000
$25,001.00 - $50,000.00	$364.64 1st $25,000.00, plus $9.39 per $1,000.00 or fraction of, up to and including $50,000
$50,001.00 - $100,000.00	$599.39 1st $50,000.00, plus $6.48 per $1,000.00 or fraction of, up to and including $100,000
$100,001.00 - $500,000.00	$923.39 1st $100,000.00, plus $5.04 per $1,000.00 or fraction of, up to and including $500,000
$500,001.00 - $1,000,000.00	$2,939.39 1st $500,000.00, plus $4.34 per $1,000.00 or fraction of, up to and including $1,000,000
$1,000,000.00 and up.	$5,109.39 1st $1,000,000.00, plus $2.89 Per $1,000.00 or fraction of.

A3.40.021.03 - Inspection Fees

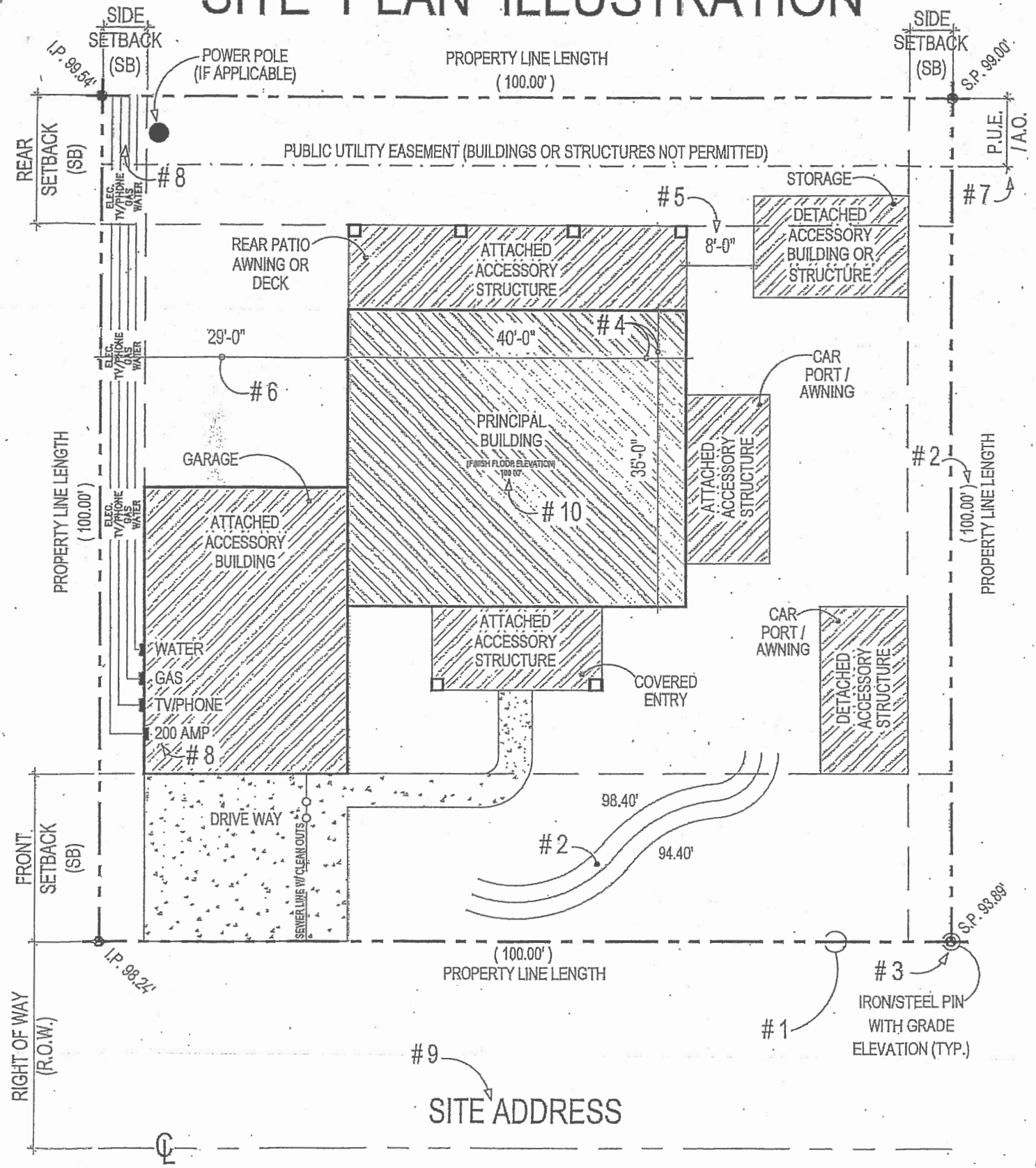
Outside normal business hours	$50.00 per hour*
Re-inspection	$50.00 per hour*
Inspection for which no fee is specifically indicated	$50.00 per hour*
Additional plan review required by changes, etc. to approved plans	$50.00 per hour*
Laboratory testing	$20.40 per hour, minimum 3 samples

*Or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

A3.40.021.04 – Plan Review Fees

Commercial / Multi-Family Residential	65% (sixty-five percent) of building permit fee
One and Two Family Residential	65% (sixty-five percent) of building permit fee
Residential Standard plans: Submittal of standard plan	75% (seventy-five percent) of building permit fee
Each additional site-specific submittal for site review and administrative costs	50% (fifty percent) of building permit fee
Secondary changes of standard plan	$50.00 per hour plan review fee (min. one hour)
Medical Marijuana: Dispensary, Infusion Facility, Cultivation Facility, etc.	90% (ninety percent) of building permit fee
All other submittals	65% (sixty-five percent) of building permit fee

SITE PLAN ILLUSTRATION



SITE PLAN

SCALE:_____

GENERAL NOTES & REQUIREMENTS ON THE BACK OF THIS EXAMPLE

THE CITY OF BULLHEAD CITY
DEVELOPMENT SERVICES DEPARTMENT

SITE PLAN CHECKLIST

ALL PERMITS APPLICATIONS WILL REQUIRE THE FOLLOWING INFORMATION PROVIDED ON TWO 8.5" X 11" SITE PLANS

_____1. SHOW THE COMPLETE OUTLINE OR SHAPE OF THE SUBJECT PROPERTY TO BE PERMITED.

_____2. SHOW ALL PROPERTY LINE LENGTHS IN RESPECT TO THE OUTLINE OF THE PROPERTY.

_____3. SHOW THE LOCATION, ELIVATIONS AND TYPE OF PROPERTY PINS (SEE ILLUSTRATION): THE CITY MAY REQUIRE A SURVEYORS CERTIFICATION OF THE PROPERTY.

_____4. SHOW THE LOCATION AND DIMENSIONS OF ALL EXISTING AND PROPOSED STRUCTURES ON THE SUBJECT PROPERTY, INCLUDING THE SQUARE FOOTAGE COUNTS FOR EACH STRUCTURE/USE ON THE PROPERTY (BOTH HORIZONTAL & VERTICAL).

_____5. SHOW THE DISTANCES OF ALL STRUCTURES FROM EACH OTHER (BOTH HORIZONTAL & VERTICAL).

_____6. SHOW THE DISTANCES OF ALL STRUCTURES FROM THE PROPERTY LINES OF THE SUBJECT PROPERTY (BOTH HORIZONTAL & VERTICAL).

_____7. SHOW THE LOCATION AND DIMENSIONS OF ANY EASEMENT(S) ON THE SUBJECT PROPERTY.

_____8. SHOW THE ORIGIN AND TERMINATION OF ALL UTILITIES ON THE PROPERTY.

_____9. SHOW THE NAME(S) OF STREET(S) ADJACENT TO THE PROPERTY.

_____10. SHOW ALL GRADE ELIVATIONS AT THE PROPERTY PINS, THE FINISH FLOOR ELEVATION(S) FOR ALL STRUCTURES INCLUDING ALL MAJOR (3' +/-) GRADE CHANGES AND/OR SLOPES BY LABLING THE TOP AND TOE OF EACH.

** FOR CONTRACTORS **
BUILDING AUTHORITIES
INSTRUCTIONS FOR BOND CERTIFICATES

The following are guidelines for compliance with ARS § 42-5007. This law requires that building authorities obtain a certificate from the Arizona Department of Revenue *to* ensure that the bonding requirements have been met prior to issuing any building permit for projects of $50,000 or more in value.

For projects of more than $50,000 in value, contractors must present one of the following types of certificates prior to being issued a building permit.

A. An annual bond certificate (list updated each July)

B. A one-time bond exemption for the project

C. A receipt for a bond identifying the location of the project

NOTE: For contractors with the annual bond exemption, please ensure that the expiration date has not passed or expired.

If the annual bond exemption certificate has expired or the contractor does not have a certificate, advise the contractor to contact Arizona Department of Revenue at (602) 716-6056 or bondexemptionsteam@azdor.gov

If the contractor qualifies, a one-time exemption will be issued for the specific project for which the building permit is being requested. The one-time exemption will be faxed or emailed to the building authority so that the building permit can be issued. If qualified, the contractor will be placed on the annual bond exemption list.

When contractors do not have one of the acceptable forms of certificate, the Arizona Department of Revenue will advise them of further requirements. After the Arizona Department of Revenue determines that the contractor is exempt or must submit a bond, one of the following will be faxed or emailed to the building authority:

A. A one-time bond exemption for the project

B. A receipt for a bond identifying the location of the project

For any questions regarding these procedures or assistance to contractors, please contact the Bond Compliance Officer at (602) 716-6056 or bondexemptionsteam@azdor.gov.

All this information is in AZ Dept of Revenue Publication 539