



Completeness Review PAD Exemption for Signs

Development and Infrastructure Services

State law (A.R.S. § 9-835(D)) requires a Completeness Review of permit applications. A letter of Administrative Completeness or a Notice of Deficiency must be issued to the applicant during the Completeness Review Time Frame. This document serves as that notice. This checklist has been provided to assist the applicant in preparing a complete application. Only complete applications can be accepted for plan review.

Project Name: _____ OV Project Number: _____

Project Address: _____

Applicant Name: _____ Title: _____ Phone: _____

Required Information:

- Completed application for Planned Area Development (PAD) Exemption with initial submittal

10 copies of the following information:

- | Provided | N/A |
|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> Letter requesting exemption from the specific PAD Sign Regulations must be submitted by the property owner within the planning area of the PAD. The letter shall be accompanied by a list of all Homeowners/Master Associations within the subject planning area. |
| <input type="checkbox"/> | <input type="checkbox"/> Applicant to submit in writing reasons for the need to exempt from the requirements of the PAD Sign Regulations with explanation of why the development cannot successfully utilize and comply with the PAD Sign Regulations. |
| <input type="checkbox"/> | <input type="checkbox"/> PAD Exemption for Sign Checklist |
| <input type="checkbox"/> | <input type="checkbox"/> For re-submittals, 2 copies of response letter |
| <input type="checkbox"/> | <input type="checkbox"/> Required fee of \$700.00 |

Per the requirements of State law, this permit application is:

- Accepted as Administratively Complete
- Deficient, items marked above are required for plan acceptance.

Contact staff below for questions regarding the Administrative Log-In Review Screening.

Staff Signature: _____

Print Name: _____

Phone: _____ Date: _____