





## Overview

The Sign Code includes an exception to allow the partial or complete outlining of buildings with exposed illumination (lighting) to enhance the night-time architecture of buildings, subject to securing a Special Use Permit. The Special Use Permit is reviewed and granted by the Casa Grande Board of Adjustment.

## Lighting Specifications

The following specifications are to be adhered to:

- 1) Specifications are:
  - a. Monochromatic tubing,
  - b. Not exceed a nominal power rating of 30 milliamps,
  - c. Not exceed a total maximum light output of 250 lumens per foot.
- 2) Lighting shall be integrated into the physical elements of the building or development,
- 3) Lighting shall be harmonious with the building's architectural style,
- 4) Lighting shall enhance the night-time architecture of the building,
- 5) Lighting shall not portray any advertising message,

## Requirements For Approval

The applicant must show that the proposed use of exposed illumination satisfies at least 2 of the following criteria prior to consideration by the Board of Adjustment:

- 1) Distinguishing architectural style
- 2) Site location
- 3) Physical scale
- 4) Historical interest
- 5) Other features that represent a clear variation from conventional development

## Application Processing

- 1) *Staff Review of Submitted Plans*- The complete application will be routed to City Staff and agencies that are involved in the review process for their comments. Review comments will be sent back to the applicant no more than 28 days after the submittal of a complete application. The applicant is responsible for addressing staff comments/redlines and submitting revised plans. Staff will respond to the re-submittal, and any subsequent reviews within a maximum of 14 days.
- 2) *Board of Adjustment Hearing* – After comments/redlines have been adequately addressed, a Staff Report will be prepared and the application forwarded to the Board of Adjustment for consideration. Board of Adjustment hearings are held on the second Tuesday of each month at 6:00 p.m. at the City Hall Council Chambers, 510 E. Florence Boulevard, Casa Grande, AZ 85122.

## Special Use Permit Submittal Package

Each application for Special Use Permit approval shall be accompanied by the following plans that will be reviewed by City Staff and presented to the Board of Adjustment for Final Approval:

- 1) **Building Elevations/Lighting Plan** showing the proposed location of the exposed lighting. Information regarding the specifications of the lighting is required (type, color, output, etc.)
- 2) **Justification Statement**



## **Public Notice**

- 1) City Staff will provide the applicant the following notification items 21 days prior to the hearing:
  - a) Sign Posting Instructions
- 2) Notice of the Paper- City staff will prepare the Notice of Public Hearing.
- 3) Sign Posting- The applicant must post a Notice of Public Hearing Sign at least fifteen (15) calendar days prior to the date of the public hearing subject to the Casa Grande Public Notice Sign Posting Instructions.  
(<http://www.casagrandeaz.gov/web/guest/devforms>)
- 4) Notice to Property Owners - City Staff will prepare and mail the Notice of Public Hearing.

## **Fees**

Special Use Permit: \$1,000

Technology Recovery Fee: 5% of Review Fee



**SPECIAL USE PERMIT- APPLICATION INTAKE CHECKLIST**

- |  | Applicant                | Planner |
|--|--------------------------|---------|
| 1. <b>Owners Authorization Form</b> <i>(if applicant is not owner)</i> _____ | <input type="checkbox"/> | _____   |
| 2. <b>Justification Statement</b> <i>(see attached)</i> _____                | <input type="checkbox"/> | _____   |
| 3. <b>Building Elevations/Lighting Plan</b> <i>(if applicable)</i> _____     | <input type="checkbox"/> | _____   |
| ▪ <i>(2 Copies – (24” x 36” folded)</i>                                      |                          |         |
| 4. <b>CD containing all Submittal Items</b> _____                            | <input type="checkbox"/> | _____   |
| ▪ <i>(1 CD with all documents in PDF format)</i>                             |                          |         |
| 5. <b>Application Fee</b> _____  | <input type="checkbox"/> | _____   |

**\*\*Prior to submittal the applicant is required to meet with the Project Planner to confirm the complete submittal of all required items.\*\***

**Plan Review Distribution**

<b><u>Agency/ Department</u></b>	<b><u>Building Elevation/Lighting Plan</u></b>
<b><u>Planning</u></b>	<b>X</b>
<b><u>Fire</u></b>	
<b><u>DC Engineer</u></b>	
<b><u>City Engineer</u></b>	
<b><u>Traffic Engineer</u></b>	
<b><u>Community Services</u></b>	
<b><u>Sanitation</u></b>	
<b><u>Wastewater</u></b>	
<b><u>ADOT</u></b> <small>(1)</small>	
<b><u>Public Review</u></b>	<b>X</b>

*(1) Required for projects adjacent to State or Interstate Highways*



## SPECIAL USE PERMIT Justification Statement

**PROJECT NAME:** \_\_\_\_\_

**PROJECT ADDRESS:** \_\_\_\_\_

The applicant must show that the proposed use of exposed illumination satisfies at least 2 of the following criteria prior to consideration by the Board of Adjustments:

- a. Distinguishing architectural style,
- b. Site location,
- c. Physical scale,
- d. Historical interest,
- e. Other features that represent a clear variation from conventional development.

Please complete the following to assist in this determination:

**1. Explain how the building(s) exhibits a distinguishing architectural style to allow the use of exposed illumination:**

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**2. State how the site location is a factor for the use of exposed illumination:**

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**3. Explain how the physical scale of the building(s) is a consideration for the use of exposed illumination:**

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**4. State how the historical interest of the building(s) is a factor in the use of exposed illumination:**

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**5. State any other features of the building(s) that exhibit a clear variation from conventional development to demonstrate the need for exposed illumination:**

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Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

If there are any questions contact the Development Center, Casa Grande City Hall, 510 E. Florence Blvd. Casa Grande, AZ 85122, phone (520) 421-8630.

