



City of Apache Junction
Development Services Department
300 E. Superstition Blvd.
Apache Junction, AZ 85119
(480) 474-5083
www.apachejunctionaz.gov



Administrative Use Permit Application

City of Apache Junction
Development Services Department
<http://www.apachejunctionaz.gov/81/Development-Services>

ADMINISTRATIVE USE PERMIT (AUP) APPLICATION

SUBJECT INFORMATION	
PROJECT NAME:	
PROPERTY ADDRESS:	ASSESSOR'S PARCEL NO.
ACREAGE:	ZONING DISTRICT:
APPLICATION TYPE: ☐ RESIDENTIAL ☐ COMMERCIAL	
PROPERTY OWNER	
NAME:	
MAILING ADDRESS:	
EMAIL:	TELEPHONE:
APPLICANT	
NAME:	
MAILING ADDRESS:	
EMAIL:	TELEPHONE:
OWNER AUTHORIZATION	
I hereby certify that the above information is correct, and that I am authorized to file an application on said property, being either the owner or authorized agent to file on behalf of the owner. Anyone applying without authorization from the property owner(s) shall be subject to penalty under all applicable laws.	
_____ Property Owner	_____ Date
_____ Applicant Signature	_____ Date
REVIEW TIMEFRAME	
ADMINISTRATIVE COMPLETENESS REVIEW: 5 DAYS	REVIEW OF SUBMITTAL: 21 DAYS

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SUBMITTAL CHECKLIST

PLEASE RETURN THIS APPLICATION WITH YOUR SUBMITTAL. SUBMITTALS WITHOUT THE INFORMATION BELOW WILL BE CONSIDERED INCOMPLETE AND WILL BE REJECTED. ALL SUBMITTAL MATERIALS MUST BE DELIVERED IN PDF FORMAT.

☐ **Project Narrative**

Include the following information if applicable:

- Location/Address of Administrative Use
- Description and purpose of Use/Request
- Dates for Use
- Administrative Use Operator
- Property Owner
- Hours of Operation
- Lighting Location and Type
- Signage Location, Type and Size
- Power Source Type and Location
- Structure Type and Size
- Restoration Date
- On-Site Sanitary Facilities Location and Type

☐ **Site Plan**

☐ **Application Fee \$25.00 + 4% technology fee**
