



APPLICATION SUPPLEMENT  
 PLANNING DIVISION  
 Time Frames/Point of Contact/Application Info/Appeal  
 Rights

License Type	Completeness Review Time	Substantive Review Time	Overall Review Time	City Point of Contact	Point of Contact Phone	Application Forms and Checklists
Rezoning	90	210	300	Kevin Mayo	480-782-3068	<a href="#">Planning Apps</a>
Preliminary Development Plan	90	210	300	Kevin Mayo	480-782-3068	<a href="#">Planning Apps</a>
Use Permit (Includes general use permits, wireless communications, adult use, temporary parking, group home, residential child care, adult care home, and extension of premises)	90	210	300	Kevin Mayo	480-782-3068	<a href="#">Planning Apps</a>
Liquor Use Permit	90	210	300	Kevin Mayo	480-782-3068	<a href="#">Planning Apps</a>
Medical Marijuana Use Permit	90	210	300	Kevin Mayo	480-782-3068	<a href="#">Planning Apps</a>
Sign Permits	30	60	90	Kevin Mayo	480-782-3068	<a href="#">Planning Apps</a>
Administrative Use Permit	30	60	90	Kevin Mayo	480-782-3068	<a href="#">Planning Apps</a>

Notes:

Per ARS 9-835(C)9, the substantive and overall time frames do not include the time required for an applicant to obtain other non-municipal licenses or to participate in meetings as required by law.

Per ARS 9-835(E), if the City of Chandler finds the application to be incomplete, a notification of incompleteness will be made on [www.chandleraz.gov/clics](http://www.chandleraz.gov/clics) and the administrative completeness review time frame and overall time frames are suspended until all missing information is received from the applicant.



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Rights

**General Notes Concerning The Regulatory Bill of Rights**

**Interpretations/Clarifications**

In accordance with State Law ARS 9-836 an applicant may receive a clarification from the City of its interpretation or application of a statute, ordinance, code or authorized substantive policy statement as provided in ARS 9-839.

**Appeal Rights**

The applicant has a right to appeal a license denial in accordance with State Law ARS 9-835. The applicant has ten (10) working days from the date of the license denial to appeal. The appeal shall be made, in writing, to the point of contact listed for the specific license type, in accordance with the provided table (ARS 9-832(5)(b) and ARS 9-835(l)2

**Forms/Instructions/Information**

Application forms, process guides, checklists and fee schedules can all be found in the Unified Development Manual ([UDM](#)) at [udm.chandleraz.gov](http://udm.chandleraz.gov). The applicant is directed to the point of contact listed above if he/she has any questions regarding the licensing review process.

**Withdrawal of Application**

Applications will be deemed to be withdrawn by the applicant if an incomplete, complete, or substantively deficient application has not been acted upon by the applicant within 180 days of the determination of completeness, incompleteness or substantive deficiency.

**Notifications/Application Status**

May be viewed at [www.chandleraz.gov/clics](http://www.chandleraz.gov/clics)