

Applicability:

City of Chandler Zoning Code: 35-305(4)

1. Entertainment activity shall require a use permit, when all of the following criteria are met:
 - i. Entertainment activity, as defined in section 35-200, is provided, or outdoor seating with external speakers is provided; and
 - ii. Alcoholic beverages are sold or served; and
 - iii. If live entertainment is not provided outdoors, the property is located six hundred (600) feet or less from a residentially zoned property. Said distance shall be measured from the closest exterior wall or fence of any indoor or outdoor space occupied by the subject establishment to the closest property line of a residentially zoned property; and
 - iv. If live entertainment is provided outdoors, the property is located one thousand three hundred and twenty (1,320) feet or less from a residentially zoned property. Said distance shall be measured from the closest exterior wall or fence of any indoor or outdoor space occupied by the subject establishment to the closest property line of a residentially zoned property.
2. A property with a current liquor use permit shall not be required to obtain an entertainment use permit, unless subject to a condition of approval related to a time limit. Liquor use permit conditions related to entertainment activity shall remain in effect.

Definition:

Entertainment activity: live musical performances, disc jockeys, karaoke, dancing, and similar activity. This definition excludes establishments that provide other types of entertainment activity as the principal use such as a cinema, a performing arts theater, amusement arcade, bowling alley, skating rink, or recreational assembly uses for families and/or children.

Entertainment Use Permit Submittal Checklist

Submitting an application online:

1. Go to <https://developmentpermits.chandleraz.gov/clics/>
2. Log in, or register for an account if you are a new user
3. Under the "Planning" tab, select "Create an Application", choose the appropriate bullet point
4. Continue application and provide all required information, upload all of the required documents listed below and pay the application fee

Required electronic documents:

Submit ONE ELECTRONIC COPY of all of the following documents in 8 ½ x 11 or 11 x 17 sheet sizes. All plans and elevations must be to scale. After initial review, the assigned Planner may request additional information or documents that are not listed below.

- _____ Letter of Authorization (only required if the applicant is not the property owner)
- _____ Written narrative that describes the proposed business requesting an Entertainment Use Permit.
- _____ Include specific details such as:
 - Property address and suite number(s), if applicable, shopping center or project name
 - Business name, applicant's name and contact information, hours of operation, days of the week business is open, number of employees, copy of menu if available
 - Type of entertainment provided (i.e., live music, pool tables, televisions, speakers, music, live musical performances, disc jockeys, karaoke, and dancing)
 - Building/tenant space square footage, outdoor dining areas or patio square footage
 - Discuss access to and from the patio, number of outdoor speakers and/or TVs,
 - Total number of seats provided indoors and outdoors
 - How does the patio comply with the Smoke Free Arizona law.
 - Discuss any site improvements related to this Entertainment Use Permit such as patio or building expansion, landscaping, modifications to the building architecture, parking, pedestrian access, patio fencing
 - Building signage and/or monument signage
 - Provide any other details about the type of business requesting the Entertainment Use Permit and how it relates to the surrounding area/tenants.
- _____ Site Plan
- _____ Floor Plan
- _____ Building elevations or photographs of building/tenant space
- _____ Landscape Plan (required when modifying existing landscaping or proposing new landscaping)

Submitting over the counter: *(located at 215 E. Buffalo Street, Chandler, AZ 85225)*

1. Complete the attached application
2. Submit a CD or other electronic storage device (i.e., thumb drive) containing one electronic copy of ALL required items on the checklist above
3. Hard copies are optional

Please contact the City of Chandler Tax & License Division to register your business at <https://business.chandleraz.gov>

Fees: \$475 for new applications and time extension requests



Letter of Authorization

Please accept an application for an Entertainment Use Permit for property located at:

Said property is owned by (provide the Maricopa County recorded Property Owner information):

and legally described as (may state "See attached"):

Assessor Parcel Number(s):

The attached map and/or survey accurately portray the parcel configuration and property dimensions, as reflected in the legal description.

I certify that the above information is correct, and that I am authorized to file an application on said property on behalf of the owner.

Applicant Signature

Date

Property Owner Name Printed

Date

Property Owner Signature

Date

Property Owner Name Printed

Date

Property Owner Signature

Date



Sign Posting Affidavit

Application No. _____

Applicant Name _____

Project Name/Address _____

The applicant is required to post a 4-foot by 8-foot wooden sign or signs on the subject site a minimum of 15 calendar days prior to the first public hearing. One double-sided sign shall be placed perpendicular to each major street frontage, generally adjacent to the public right-of-way. The sign board needs to be orange with black lettering. The applicant shall submit a notarized affidavit stating the sign has been posted with accurate information and a photograph showing the sign(s) on the site. Please see the attached handout that contains the required specifications for the sign.

Please note: It is the responsibility of the applicant to erect and maintain the sign on the subject property as well as maintain the current public hearing information on the sign until City Council has made its formal decision on the case. It is also the responsibility of the applicant to remove the sign after the final action is taken.

I confirm that the site has been posted for the zoning case number above as required by the City of Chandler Transportation and Development Department, and that I have submitted a picture of the sign(s).

Applicant/Representative Signature

Date

This instrument was acknowledged before me on this _____ day of _____, 20____, by _____, In witness whereof I hereunto set my hand and official seal.

Notary Public

My Commission expires on:

Return the completed, notarized affidavit and picture(s) to the assigned Planner the week the sign(s) is posted.



Entertainment Use Permit Application

This application is only to be used when submitting over the counter

Business Name		
Property Location/Address		City, State, Zip Code
Legal Description (If you need more room, please write "See Attached" here, and attach a separate typed legal description)		Assessor's Parcel Number(s)
		Gross Acreage
Property Owner Name		
Mailing Address		City, State, Zip Code
Applicant/Firm Name		Contact Person
Mailing Address		Phone Number
City, State, Zip Code		Email Address
Applicant's Signature		Date
For City Use		
Date Filed	Development No.	Planner