

Gila River Indian Community
Department of Land Use Planning and Zoning

*Main Location:
291 W. Casa Blanca Rd, Bldg. #2
Post Office Box E
Sacaton, Arizona 85147
Phone: 520-562-6003*



*Realty Services:
64 East Pima Street
Sacaton, AZ 85147
Phone: 520-562-5060
Fax: 520-562-5064*

**Political Sign Permit
Application Packet
FY 2026
1st Quarter**

Revised: September 15, 2025

Political Sign Permit Application Check-off Sheet

USE AS A GUIDE ONLY - DO NOT TURN IN

Name of Candidate: _____

- ☐ A copy of the cashier's receipt for the refundable \$50.00 fee has been provided
- ☐ LUPZ Request Form properly filled out; please include a phone number (an e-mail address as well if possible)
- ☐ Narrative Letter addressed to Ordinance Team at the Department of Land Use Planning and Zoning, providing as much information as possible on the following;
 - ☐ who it is
 - ☐ what type of sign (Political?)
 - ☐ why the sign(s) are needed (your candidacy for the office of)
 - ☐ where the sign(s) are to be placed (specific locations)
 - ☐ how they will be installed
 - ☐ when the sign(s) will be installed and removed
 - ☐ Name, address & phone number of the person(s) responsible for the erection & removal of the sign(s).
- ☐ Sign Rendering (illustration/graphics of sign to include the size of the sign or signs)
- ☐ Letters of authorization from property owners if signs are to be placed on property other than candidate; this includes both Tribal and Allotted Lands. If you plan on erecting a political sign or political signs on your home site, that location/address must be included in the list of sign locations to be approved; however, you are not required to include a letter of authorization/permission slip for that location only.
- ☐ Sign(s) is/are not to exceed 16 square feet each.
- ☐ The application packet must be submitted to LUPZ 15 working days before the CCSO Deadline for the next available NRSC Meeting; please refer to the dates listed in the 2025 NRSC Meeting Schedule, the Political Sign Permit Request Timeline & the Political Sign Permit Application Guidelines.

Frequently asked questions about the political sign permit process

1. Does a candidate have to go through the Department of Land Use Planning and Zoning (LUPZ)?
 - a. Answer: Yes; the formal process for applying for a Gila River Indian Community Political Sign Permit starts at LUPZ.
2. How soon can I start the application process?
 - a. Answer: A person may commence the application process as soon as the decision is made the person wants to be a candidate in the current election cycle. A person does not have to wait until he or she is certified by Council; however, if a potential candidate applies before being certified and their application is approved by the Natural Resources Standing Committee the permit is not valid until the potential candidate is certified by Council and will be stated so on the actual permit.
3. Can I submit an application before paying the \$50.00 refundable fee?
 - a. Answer: No; the receipt for payment of the referenced fee from the Cashier's Office at the Gila River Indian Community's Governance Center must be included with the application packet submitted to LUPZ. No processing of an application will occur without the said receipt being provided with the packet to LUPZ.
4. Can I make the payment at LUPZ?
 - a. No; LUPZ is not authorized to handle monetary amounts of any size or in any form.
5. How can I submit an application for a political sign permit?
 - a. Answer: Due to the current COVID-19 Pandemic an Operational Plan has been instituted for the protection of our employees, community members and their internal and external clients whereby one facet of that plan is the locking of all external doors. Currently the means to submit an applications are;
 - i. Call 520-562-6003; ask for an Ordinance Team Member and that Team Member will assist you with setting up a Webex Meeting to review your application packet and receive instructions on how to electronically deliver your packet to the LUPZ Support Group for logging in.
 - ii. Scan all your documents and e-mail them to our Support Group at LUPZSupportGroup@gric.nsn.us and copy the Ordinance Team at OrdinanceTeam@gric.nsn.us to initiate the submittal process.
6. When creating my list of sign locations, how specific must I be?
 - a. Answer: the location must be as specific as possible. For example, just the intersection of Seed Farm Road and Bluebird Road is insufficient; the specific corner, corners or all corners must be clearly stated. If the intended location is on a home site then the specific address for that home site must be provided on a permission slip with the home owners' name in legible form and signed by the home owner and included with the application packet.
7. Does the Sign & Billboard Ordinance and corresponding administrative procedures apply to Allotted Land?
 - a. Answer: Yes; in 20.401 of the Gila River Indian Community's Law and Order Code (Title 20, Chapter 4 is the Sign & Billboard Ordinance) it is stated "The purpose of this chapter is to promote and protect the health, welfare and safety of the public by regulating signs

Frequently asked questions about the political sign permit process

and billboards situated on Community land. Community land includes both Community land and allotted land.”

8. Do I need a permit to distribute 8” x 11” handbills?
 - a. Answer: No; this is not regulated by the ordinance; however, if a handbill is posted anywhere it is no longer a handbill but then considered a sign and must be on the list of approved locations.
9. Do I need a permit for bumper stickers?
 - a. Answer: No; the normal dimensions for a bumper sticker are three inches by 12 inches and the placement of a political bumper sticker on a personally-owned vehicle with those dimensions or less is not regulated; however, any stickers beyond those dimensions or posted elsewhere are considered signs and must be accounted for in the permitting process.
10. Must I have a permit for a political sign if I drive around or have a supporter drive around with a political sign for my campaign upon a vehicle or on a towed trailer?
 - a. Yes, any sign of any size supporting a campaign for political office will need an approved Political Sign Permit or a Sign or Billboard Permit if the size exceeds 16 square feet.
11. Must I have a permit for a political sign placed in a Community Residents window in support of my campaign?
 - a. Yes, any sign of any size in support of a campaign for political office will need an approved Political Sign Permit and included on the approved list of signs as approved by the Natural Resources Standing Committee.
12. If I want to erect a political sign in support of my candidacy at my residence/home site do I need to include a permission slip with my application packet?
 - a. No, it can be assumed you have given yourself permission to do so. However, the address of your residency/home site must be included on your list of political sign locations.

Gila River Indian Community

Department of Land Use Planning & Zoning

Main Location:
291 W. Casa Blanca Rd.
Post Office Box E
Sacaton, Arizona 85147
Phone: (520) 562-6003



Realty Services Location:
64 East Pima Street, Sacaton
Phone: (520) 562-5060
Fax: 520-562-5064

Political Sign Permit Application Guidelines

FY 2026 1st Quarter

Section 1: Introduction

1. A Gila River Indian Community (GRIC) Sign Permit is required for **ALL** Political Signs. All requests for Political Sign Permits are **reviewed** and **a decision rendered** by the Natural Resource Standing Committee (NRSC) **when submitted by the appropriate deadline as listed**. The GRIC Sign & Billboard Ordinance (2006) applies to all Community Lands which include both Tribal and Allotted Lands.
2. The GRIC Department of Land Use Planning & Zoning (LUPZ) – Ordinance Team is available to assist and answer questions pertaining to the GRIC Sign & Billboard Ordinance and these administrative processes and can be contacted at the following locations;

Ordinance Team
Department of Land Use Planning and Zoning
291 W. Casa Blanca Rd, Bldg. 2 (Physical Address)
P.O. Box E (Mailing Address)
Sacaton, Arizona 85147
E-Mail: LUPZSupportGroup@gric.nsn.us
Please copy: OrdinanceTeam@gric.nsn.us
Office: 520-562-6003

Section 2: Fee Process

- 1 There are fees associated with a request for a Gila River Indian Community (GRIC or Community) Political Sign Permit prior to applying for a political sign permit and erecting political signs on the Community.
- 2 A refundable fee of **\$50.00** for a GRIC Political Sign permit **is due with the application packet** to initiate processing and the required administrative reviews.
- 3 **It is the applicant's responsibility to obtain a copy of the cashier's receipt for the applicable fee for inclusion in the initial submittal packet before submitting it to LUPZ.**
- 4 All Political Sign Permit fees are to be paid to the Gila River Indian Community's Cashier's Office located at the Gila River Indian Community Governance Center (Governance Center) at 525 W Gu U Ki Road, Sacaton, Arizona; call 520-562-9621 for information on how payments may be accomplished. Applicants should have a copy of their sign permit application packet to assist cashier staff with the payment process and are to obtain a copy of the cashier's receipt for inclusion in the political sign permit application to LUPZ.
- 5 All Political Sign permit fees are **refundable** contingent upon removal of the signs after the election as outlined in the Fee Refund Process in Section 7 of these administrative processes.

Section 3: Application Process

1. The applicant is to submit a complete LUPZ Request Form along with appropriate attachments which will serve as the initial request to proceed with established receiving, review and approval processes.
2. The Political Sign Permit applicant is to prepare an introduction (narrative) letter, including as much information as possible (who you are, what type of sign is to be installed, why do you need these signs, where will the signs be placed {specific location of each sign}, when will the signs be installed and removed and how will they be installed) to be included with an appropriately-filled out LUPZ Request Form.
3. All applicants will be required to include the name, address, and telephone number of the person(s) who will be responsible for the proper erection and timely removal of the signs.
4. Submit all information to the Department of Land Use Planning and Zoning at the addresses provided. The Submittal Packet shall include an LUPZ Request Form, receipt for fees paid; a narrative letter with required information, a list of sign locations, an illustration or graphics of the intended sign, permission slips/letters signed by the owner/assignee at the address(es) where you intend to place your political signs.
5. Currently, the options to submit an application are to either call 520-562-6003 and ask for an Ordinance Team Member for assistance or e-mail your questions to the the LUPZ Support Group at LUPZSupportGroup@gric.nsn.us and copy the Ordinance Team at OrdinanceTeam@gric.nsn.us and the first available Team Member will reply and assist you as soon as possible.
6. Once your documents have been completed, scan your documents, make your payment to the Gila River Indian Community's Cashier's Office by calling 520-562-9621 for your payment options, include a copy of the receipt of payment for the political sign permit fee with your application packet and e-mail it to the LUPZ Support Group and copy Ordinance Team at the addresses on Page 1.
7. Political signs may be erected on a lot or property with permission from the legal property owner or assignee, so long as each sign does not exceed 16 square feet; a letter of authorization that includes the physical address signed by the property owner or assignee permitting political signs to be erected on the affected property must be included with the application packet. For every sign whose total dimensions per sign face exceed 16 square feet, the regular sign permit process must be used.
8. Please refer to the 2025 NRSC Meeting Schedule in this application packet and the list below for the meeting dates of the Natural Resources Standing Committee for the current calendar year. Also, please refer to the Sign & Billboard Permit Request Timeline for information on the application process and thereby providing insight into the recommended dates for initial submittal of applications to LUPZ.
9. Applications should be submitted to LUPZ at least 15 working days prior to the dates in bold text to allow sufficient time to complete required administrative reviews and approvals;
 - a. **October 7th** Natural Resource Standing Committee meeting
 - b. **October 28th** Natural Resource Standing Committee meeting
 - c. **November 11th** Natural Resource Standing Committee meeting
 - d. **November 25th** Natural Resource Standing Committee meeting
 - e. **December 9th** Natural Resources Standing Committee meeting
 - f. **December 30th** Natural Resources Standing Committee meeting

Please see pages 3 thru 6 for examples of a narrative and supporting documents

Date

Ordinance Team
Department of Land Use Planning and Zoning
P.O. Box E (mailing address)
291 W. Casa Blanca Rd – Building #2 (physical address)
Sacaton, AZ 85147

Dear Ordinance Team,

My name is NAME, I am a Community Member (or other appropriate status) applying for a GRIC Political Sign Permit to erect political signs to support my candidacy in the upcoming DATE Elections for the office of TITLE OF OFFICE (if running for a Council Seat, please indicate the appropriate District).

The referenced signs will be placed at all the locations on the list which accompanies this letter. The signs will be erected following approval of my application for a GRIC Political Sign Permit by the Natural Resources Standing Committee and certification of my candidacy by the Community Council for all approved locations only. The approved signs will be installed by using (method – i.e. T-posts, 4X4 wood posts, etc.) and will be removed (this includes actual sign & posts) before the end of the ten (10) day grace period following the associated election process as allowed by the GRIC Sign & Billboard Ordinance. I (or identified person or persons) will be responsible for the erection and removal of all approved signs. Furthermore, I understand that failure to remove my political signs before the end of the applicable deadline or grace period I may be liable for any fines, fees or costs for removal as allowed per Title 20, Chapter 4 of the Gila River Indian Community's Law and Order Code. My (His/Her/Their) contact information is as follows;

- Name:
- Contact Phone Number:

A list of proposed sign locations, a sign rendering, a copy of the receipt for payment of the refundable \$50.00 political sign permit fee and letters of authorization from each lot or landowner if applicable are included in my application packet.

Thank you for your assistance with my application; if you have any questions or concerns regarding this application or the signs after installation please contact me.

Sincerely,

Candidate's Name
Address
City, Arizona Zip Code
Phone Number
E-mail Address

Date

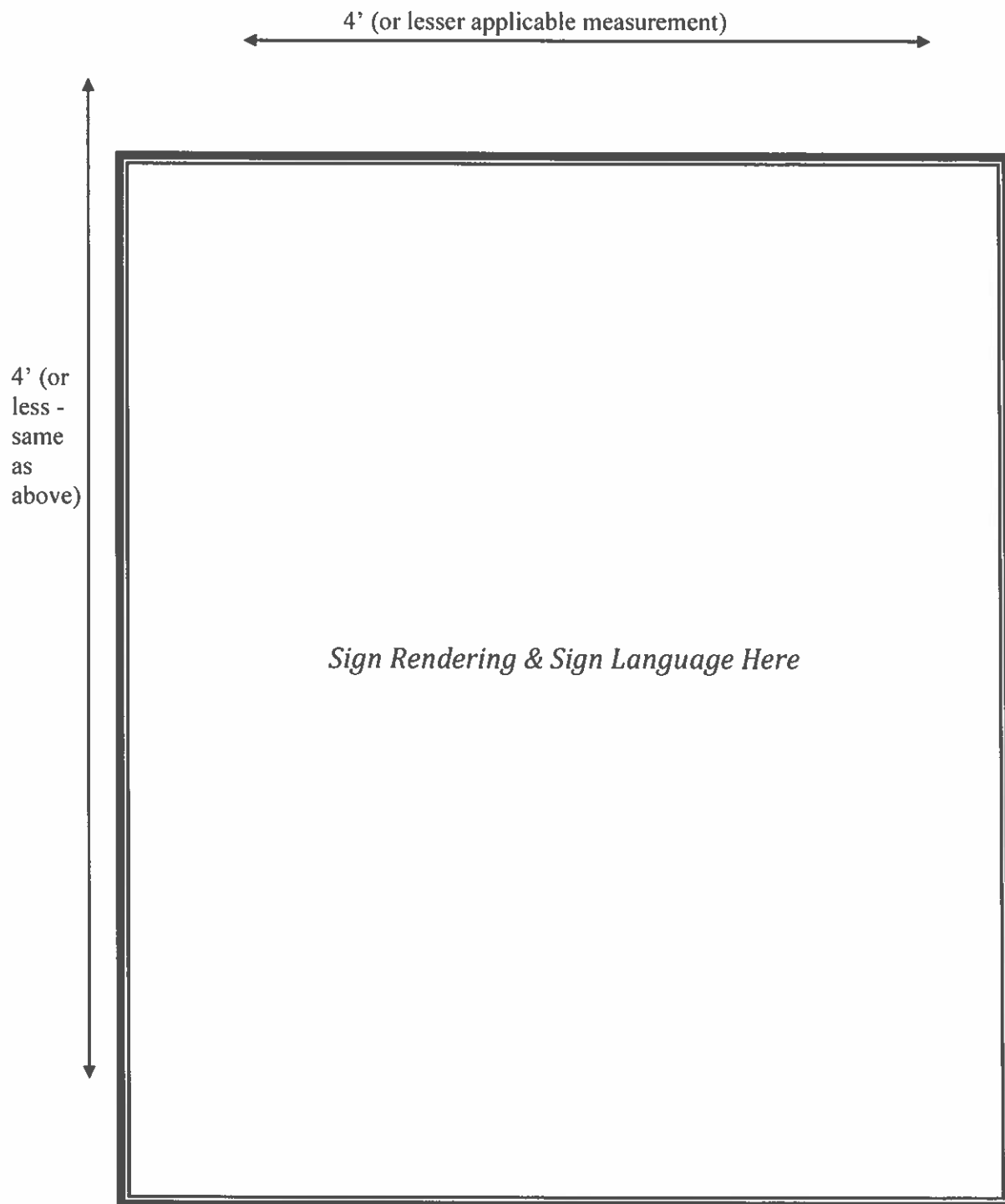
List of Political Sign Locations

Name: _____

Date: _____

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____
16. _____
17. _____
18. _____
19. _____
20. _____
21. _____
22. _____
23. _____
24. _____
25. _____
26. _____
27. _____
28. _____

You may include maps with locations indicated if you so desire



Gila River Indian Community

Office of the Treasurer

Receipt for Payment – Political Sign Permit Fee

Section 4: Administrative Review & Approval Process

1. The LUPZ Request Form and attachments shall be forwarded to LUPZ Support for administrative logging-in of the submittal. A file will be established, appropriate memos and permit forms generated and a submittal packet forwarded to LUPZ Director Kimberly Cooper for review and concurrence.
2. The submittal packet will then be processed for completion of required administrative reviews and approvals by the Office of the Community Manager (OCM) and the Executive Office with final preparation for submittal to the Community Council Secretary's Office (CCSO) by the next submittal deadline for placement on the following agenda for the Natural Resources Standing Committee Meeting.
3. **It is very important that all applications for a Political Sign Permit must be submitted to the LUPZ Support Group at least 15 working days prior to the dates emboldened in Section 3.9 on Page 2 to allow time for required administrative reviews and approvals. Please refer to the 2025 NRSC Meeting Schedule and the Sign & Billboard Request Timeline provided to assist with the timing of your request.**

Section 5: Natural Resources Standing Committee Meetings

1. Meetings are typically held on the second and fourth Tuesday of each month; please refer to the 2025 Natural Resources Standing Committee Schedule for regularly-scheduled meeting dates. The schedule is subject to change so it is recommended to contact the Community Council Secretary's Office at 520-562-9720 for any possible re-scheduling of meeting dates and times.
2. Candidates interested in participating in the meeting at which their application will be entertained to support their request must convey that in the narrative included with the candidate's application packet. The Administrative Assistant for the Natural Resources Standing Committee will send out any notices/invites to requesting parties.
3. The NRSC will discuss all applications and render a decision on behalf of the Community.
4. If the Political Sign Permit is approved, the applicant and the Ordinance Team Member will coordinate a means of delivery of the original document.

Section 6: Additions to List of Locations

1. **All requests for additions to already-approved lists for sign locations must be submitted to LUPZ at least 6 working days prior to the dates emboldened on Section 3.8 on Page 2 to allow time for required administrative processing, reviews and approvals. Please refer to the 2025 NRSC Meeting Schedule & Political Sign Permit Request Timeline provided to assist with the timing of your request.**

Section 7: Refund of Reimbursable Fee

1. Political Sign Permit fees are reimbursable by requesting a Fee Reimbursement Form, filling it out and submitting it to LUPZ at the end of the election process for which you are a candidate and upon removal of all signs. All political signs, including all posts shall be removed within ten days after the election process for which the candidate remains eligible for. Political Signs and posts remaining after this ten day period, will cause the candidate to not be eligible for reimbursement of deposited fees and may incur such fees and costs as allowed by Title 20, Chapter 4 of the Law and Order Code.

2. **Final processing of requests for refund of fees will not occur until after the expiration of the ten-day grace period referenced above has occurred.**

Section 8: Failure to Remove Political Signs

1. **Per 20.407 of the Gila River Indian Community's Sign & Billboard Ordinance, please note the following language pertaining to the failure to remove Political Signs. "Any sign, including political or any other temporary sign or billboard which advertises a use no longer in existence shall be removed by the permit holder within 30 days of written notification by LUPZ. Failure by the permit holder to comply with such notice within the time specified may result in removal of the sign or billboard by LUPZ. In such an occurrence, LUPZ shall fine the permit holder no less than \$200.00 per sign or billboard and the actual cost of removal of each sign or billboard."**

Section 9: Restrictions on Placement and Presentation of Political Signs

1. Signs cannot be erected on a public right-of-way, public utility poles, public buildings, or parks and trees, nor be placed in any manner that will cause a traffic hazard or unsafe conditions for motorists or pedestrians unless otherwise authorized by the Natural Resources Standing Committee.
2. Community Bulletin Boards are considered a Community Structure and therefore political postings are prohibited from being placed upon them.
3. **The use of the Community Seal or any facsimile thereof on the face of any sign is strictly prohibited without the expressed written consent of the Gila River Indian Community Council.**

Section 10: Denial of Request

1. A Request for a Political Sign Permit will be evaluated and at any time during the process, the request can be denied. Possible reasons for denial may include failure to pass required reviews and approvals, failure to meet required deadlines, failure to provide required information, or making of false or misleading statements or providing false or misleading information to secure a permit; this list is not all-inclusive for there may be other circumstances determined by the committee that merit the denying of an application.
2. If denial of the request does occur, the applicant will be notified in writing.

Section 11: Termination of an Approved Political Sign Permit

1. Any Political Sign Permit which has been issued can be terminated or revoked without prior notice due to unforeseen emergencies and/or disasters, or for any infractions to the terms contained in the Political Sign Permit.
2. The applicant will be notified in writing if an approved Political Sign Permit is terminated or revoked and must remove all signs and posts within ten days from the date on the certified letter containing the notice the permit has been revoked to be eligible for reimbursement of the refundable \$50.00 fee paid. Failure to do so will also compel the Department of Land Use Planning and Zoning to initiate steps according to 20.407 of the Gila River Indian Community's Sign and Billboard Ordinance as outlined in Section 8 of these guidelines.



GILA RIVER INDIAN COMMUNITY

PO BOX 2138 / 525 W. GU U KI ROAD
SACATON, ARIZONA 85147

NATURAL RESOURCES STANDING COMMITTEE

2025 MEETING SCHEDULE

**Tuesdays, 9:00 am, Conference Room A, Community Council Secretary's Office,
Governance Center, Sacaton, Arizona**

January 07, 2025
January 28, 2025
February 11, 2025
February 25, 2025
March 11, 2025
March 25, 2025
April 08, 2025
April 29, 2025
May 13, 2025
May 27, 2025
June 10, 2025
June 24, 2025

July 08, 2025
July 29, 2025
August 12, 2025
August 26, 2025
September 09, 2025
September 23, 2025
October 07, 2025
October 28, 2025
November 11, 2025
November 25, 2025
December 09, 2025
December 30, 2025

COMMITTEE MEMBERS:

Ann Lucas, Chairwoman
Franklin Pablo, Sr., Vice-Chairman
Charles Goldtooth, Member
Brian Davis, Sr., Member
Joseph Manuel, Jr., Member

Standing Committee Assistant:

Katrina Santos, (520) 562-9724

All documentation (*Reports, Resolutions, Ordinances, PowerPoints, Videos, etc*) submitted for Standing Committee review **MUST** be submitted to the Standing Committee Assistant **NO LATER THAN 12:00 NOON THE THURSDAY PRIOR TO THE STANDING COMMITTEE MEETING DATE**. Presenters are responsible for providing **ONE (1) ELECTRONIC COPY** of all material for Standing Committee review/consideration.

LATE MATERIAL WILL NOT GO OUT IN STANDING COMMITTEE PACKETS. THE STANDING COMMITTEE ASSISTANT IS NOT RESPONSIBLE FOR CALLING AND REMINDING DEPARTMENT/PROGRAMS, ENTITIES, OR INDIVIDUALS TO SUBMIT MATERIALS NOR IS SHE RESPONSIBLE FOR MAKING COPIES OF MATERIAL FOR THE STANDING COMMITTEE PACKETS. ABSOLUTELY NO POWERPOINTS OR VIDEOS WILL BE ACCEPTED THE DAY OF THE STANDING COMMITTEE MEETING.

****MEETING DATES AND LOCATIONS ARE SUBJECT TO CHANGE****

Natural Resource Standing Committee Request Timeline

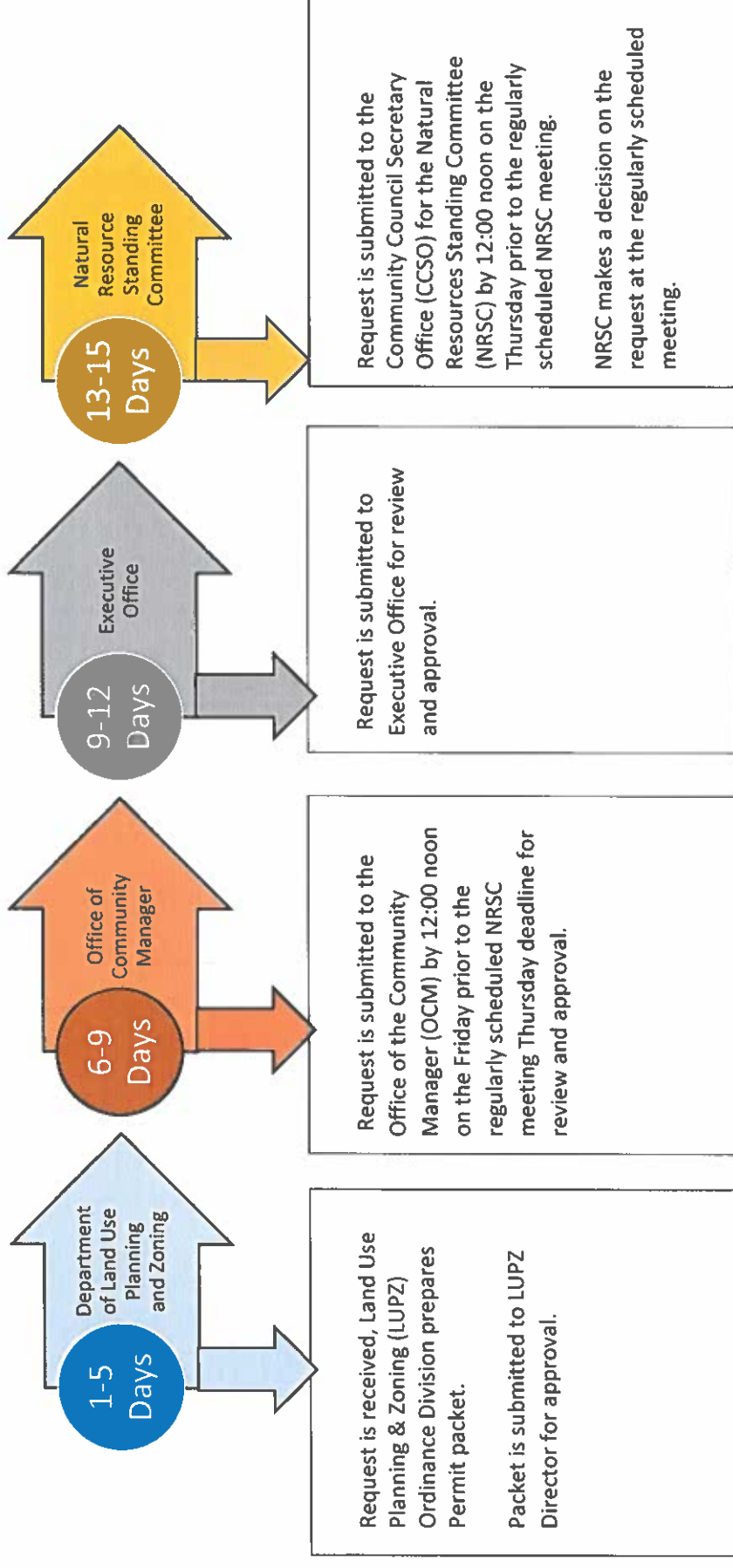


Chart reflects **working days**. Please submit your request a **minimum** of 15 working days prior to the next scheduled NRSC meeting.

**Due to the COVID-19 Pandemic an operational plan has been instituted whereby limited staff is available on a daily basis; therefore, Timeframe may increase due to unforeseen circumstances. Please submit your request as early as possible to ensure placement on NRSC agenda.*

This is to certify that the undersigned is the owner of land described in the attached plat and he has caused the same to be surveyed, subdivided and platted as shown by the Plat for uses and purposes as indicated therein, and does hereby acknowledge and adopt the same under the style and title thereon indicated.

CHAPTER 4. SIGNS AND BILLBOARDS

20.401. Purpose and Intent.

The purpose of this chapter is to promote and protect the health, welfare and safety of the public by regulating signs and billboards situated on Community land. Community land includes both Community and allotted land. This chapter is intended to:

- A. Protect property values;
- B. Promote safe and appealing signs and billboards while contributing to a vibrant economic and business climate; and
- C. Protect and preserve the scenic and natural beauty of the Community.

This chapter was crafted to permit the display of signs and billboards, under specified conditions, within the Community in a manner that supports the intent of the chapter, without being arbitrary or restrictive.

20.402. Definitions.

Banner: A temporary sign, constructed of vinyl, paper, or cloth, usually affixed to a structure, directing attention to that structure.

Billboard: A sign which directs attention to a business, commodity, service or entertainment which is conducted sold or offered elsewhere than upon the premises where such sign is located or which it is affixed.

Freestanding Sign: Any sign independently mounted or mounted on a building and extending more than one foot from the surface of the wall such sign is mounted on. A single freestanding sign may have separate component signs mounted from a common supporting structure. Temporary or mobile signs shall not be considered freestanding signs.

Land Use Planning and Zoning Department (LUPZ): The Community entity charged with administering the provisions of this chapter.

Major Thoroughfare: A road, highway or freeway that accommodates at least two lanes of vehicular traffic.

Planning and Zoning Commission: The Planning and Zoning Commission of the Gila River Indian Community.

Sign: A name, identification, description, display or illustration which is affixed to or painted or represented directly or indirectly upon a building, structure or piece of land and which directs attention to an object, product, place, activity, person, institution, organization or business.

20.403. Application for Permit; Fees.

Prior to the erection of any sign or billboard, an application for a permit and a nonrefundable permit application fee shall be submitted to the LUPZ. The permit application fee is nonrefundable and shall be equal to the amount of \$1.00 per square foot per sign or billboard face. All applications for a sign or billboard permit shall be subject to all the requirements of this chapter. Each application shall include the following:

1. A map drawn to scale showing the exact location of the proposed sign or billboard;
2. An illustration of the proposed sign or billboard, including dimensions and a rendering of the sign or billboard face(s).

Upon receipt of a complete application and upon receipt of fee(s), and no later than ten calendar days, LUPZ shall arrange for the application to be placed on Natural Resources Standing Committee's (NRSC) agenda for consideration.

Prior to the next NRSC meeting, LUPZ shall provide the NRSC and the applicant a written recommendation regarding the acceptance or denial of each sign or billboard application. In its written recommendation, LUPZ shall consider the contents of the application, applicable Community law, and other pertinent factors, including, but not limited to, zoning, leases, easements, rights-of-way, etc.

At a regularly scheduled meeting and within 45 days of receipt of the application and LUPZ' written recommendation, the NRSC may either grant or deny an application. NRSC's decision shall be in writing, and must clearly state the reason(s) for its decision. The NRSC may request additional information from the applicant or LUPZ before it renders a decision, but in no circumstance shall NRSC not render a decision on an application within 180 days.

20.404. Renewal.

All sign or billboard permit holders shall renew their sign or billboard permit(s) on an annual basis, due on or before the date the initial sign or billboard permit was granted. At the time of annual renewal, each sign or billboard permit holder shall pay an Annual Billboard Permit Fee equal to the amount of \$2.00 per square foot per sign or billboard face. The Annual Billboard Permit Fee shall be assessed for each sign or billboard.

20.405. Inspection.

All signs and billboards shall be periodically inspected by LUPZ. Upon discovery of any deficiency(ies), LUPZ shall promptly inform the permit holder in writing of such deficiency(ies). Upon receipt of notice, a permit holder shall have no more than 14 calendar days to remedy

said deficiency(ies) and/or contest LUPZ's finding(s) in writing. Failure of a permit holder to take affirmative action within 14 calendar days shall subject the permit holders to any or all of the following penalties:

1. Revocation of permit;
2. Removal of the offending sign or billboard;
3. A fine of not less than \$500.00, depending on the severity of the offense; and
4. Other appropriate remedies.

20.406. Variances.

Application for a variance from any of the sign or billboard requirements shall be made to LUPZ in the form of a written application, clearly stating the nature of the request, and explaining the need for a variance.

Each application for a variance shall include a non-refundable filing fee equal to the amount of \$5.00 per square foot per sign or billboard face. This variance application fee is distinct and separate from the billboard permit application fee.

No later than ten calendar days after receipt of application, LUPZ shall prepare a written recommendation with regard to the request for a variance and forward their recommendation, along with the application for the variance, to the Planning and Zoning Commission.

The Planning and Zoning Commission shall conduct a public hearing upon the application for variance not more than 45 days after receipt of the application. The public hearing shall be held in the District of the Community within which the sign or billboard is proposed. The requirements for notice of the public hearing shall follow the procedures for public hearing outlined in the Community's Interim Zoning Ordinance.

At the public hearing, the applicant(s) shall present a written document that addresses all of the following:

- a. Whether there are special circumstances or conditions that warrant consideration and that are applicable to the proposed sign or billboard that do not exist in other situations.
- b. Whether strict application of the chapter would constitute an unnecessary hardship on the Applicant.
- c. Whether the granting of a variance materially affects the health, welfare and safety of persons residing or employed in the immediate area.
- d. Whether the granting of a variance would be materially detrimental to the public welfare or injurious to property or other improvements in the area.

In the event the Planning and Zoning Commission finds that substantial conformity to the sign or billboard requirements are met and that detriment to the area would not result in the granting of the variance request, then it shall approve the variance request. Based upon the

application and the factors listed above at Subsections a. through d., the Planning and Zoning Commission shall issue their decision in writing to the applicant and to LUPZ. All decisions of the Planning and Zoning Commission are final.

20.407. Removal.

Any sign, including political or any other temporary sign, or billboard which advertises a use no longer in existence shall be removed by the permit holder within 30 days of written notification by LUPZ. Failure by the permit holder to comply with such notice within the time specified may result in removal of the sign or billboard by LUPZ. In such occurrence, LUPZ shall fine the permit holder no less than \$200.00 per sign or billboard and the actual cost of removal of the sign or billboard.

20.408. Sign Requirements.

1. Commercial signs shall not exceed 100 feet in height.
2. Signs may be illuminated by fixed lights, either internal or external provided that the lighting is controlled to preclude glare, or the beaming of light onto a street or residential building.
3. Signs shall be securely anchored according to accepted commercial standards, so as not to endanger public safety.
4. All signs shall be maintained in a safe, presentable and structurally solid condition and shall meet the standards of the Community's Building Safety Department.

20.409. Billboard Requirements; Gila River Displays.

1. Per Resolution GR-13-95, the Community Council established Gila River Displays (GRD), a Community owned entity operated under the auspices of Gila River Business Enterprises. GRD is engaged in the business of design, construction and assembling of billboards within the Community. Consistent with the Community's goal of promoting Community-owned businesses and providing employment opportunities for Community members, GRD shall be entitled to a First Right of Refusal for the design, construction and assembly of all billboards to be placed in the Community subsequent to enactment of this chapter.
2. Billboards shall be permitted only in an area within 100 feet of the right-of-way line of any major thoroughfares.
3. Billboards shall be erected no less than 500 feet of the entrance and exit ramps of controlled access highways.
4. Billboards shall contain a maximum of two sides per billboard.
5. Billboards shall contain a maximum of 650 square feet per side.
6. Billboards shall not exceed 40 feet in height as measured from the average elevation of the grade of the land in an approximate 300 foot radius from the location of the billboard.

7. A billboard shall be located no less than 1,000 feet from another billboard. Billboards shall not overhang a public or private right-of-way.

8. Billboards may be illuminated by fixed lights, either internal or external, provided that the lighting is controlled to preclude glare, or the beaming of light onto a street or residential building.

9. Billboards shall use either vinyl wrap or a material of equivalent durability to display the billboard copy.

10. Billboards shall meet the standards of the Community's Building Safety Department.

20.410. Temporary Signs.

A. **Political Signs.** Upon receipt of an application for a permit and refundable \$50.00 deposit, any individual, group or organization may erect political signs. Political signs shall not exceed 16 square feet in surface area. Political signs shall be removed no later than ten days after the election. Upon removal of the political signs, LUPZ shall return the applicant's deposit. A permit holder's failure to remove political signs shall result in forfeiture of the \$50.00 deposit and removal of the political signs by LUPZ.

B. **Other.** Temporary signs for events of general public interest, garage sales, food sales, open houses and other similar events shall not require a permit. All temporary signs shall be removed no later than 24 hours after the event.

20.411. General Prohibitions.

1. Flashing, moving or blinking signs or flashing, moving or blinking sign or billboard lights are prohibited and shall not be permitted under any circumstances with the following exception: signs that alternately display only the current time and temperature.

2. No sign shall be permitted which in any way obstructs a clear view of any street intersection, traffic control signal or device, driveway or walkway.

3. No sign either attached to a building or independently mounted shall exceed above the roofline of any building which exceeds 20 feet in height.

4. No sign shall be located in a street right-of-way or on other public property unless permission to do so has been granted by the Community Council or it is specifically permitted under this chapter.

5. No sign shall be attached to a utility pole, a tree, a standpipe, gutter drain or fire escape.

20.412. General Exemptions.

This chapter does not apply to the following:

1. Official governmental or traffic signs, including, but not limited to railroad crossing signs, signs indicating danger, speed limit, road conditions, etc.

2. Signs, flags or monuments identifying governmental or public uses such as police and fire stations, governmental offices or garage facilities, hospitals, parks, schools and other similar uses.
3. Signs which are located completely within an enclosed building and which is not visible from outside of the building.
4. Tablets, grave markers, headstones, statuary or remembrances of persons or events.
5. Works of fine art when not displayed in conjunction with a commercial enterprise.
6. Temporary decorations or displays celebrating the occasion of a traditionally accepted cultural, patriotic or religious holiday (provided such items are removed within 15 days of such occasion).
7. Signs on a truck, bus, trailer or other motor vehicle while operated in the normal course of business.
8. Religious symbols, monuments, icons and name identification signs displayed by a church, temple, chapel or mosque or private school, provided such displays are located on the property of the religious group.

LAND USE

TITLE 20 LEGISLATIVE HISTORY

Ordinances and resolutions appearing in boldface are, in whole or part, currently effective.

1983 Compilation

Ordinance GR-04-82 adopted Interim Zoning Ordinance (revised March 1982)*

Resolution GR-144-82 amended portions of the Interim Zoning Ordinance (adopted October 6, 1982)

Resolution GR-92-83 enacted Homesite Ordinance 25(B) (adopted June 1, 1983)

Resolution GR-96-88 enacted Homesite Ordinance 25(C) (adopted July 20, 1988) Ordinance GR-01-90 enacted the Residency Ordinance (adopted February 21, 1990)

Ordinance GR-05-94 enacted Chapter 1, Homesite Ordinance (adopted November 23, 1994)

Ordinance GR-20-95 enacted Chapter 1, Homesite Ordinance 25(D) (adopted March 1, 1995)†

Note—Resolution GR-126-99 enacted current Chapter 2, Subdivision Ordinance (September 15, 1999)

Note—Ordinance GR-03-06 enacted current Sign and Billboard Ordinance (adopted May 3, 2006)‡

***Note**—Ordinance GR-04-82, Interim Zoning Ordinance, was noted as published separately in the 1983 Compilation.

†**Note**—Ordinance GR-20-95, Homesite Ordinance, Resolution GR-126-99, Subdivision Ordinance and Ordinance GR-03-06, Sign and Billboard Ordinance, were originally located at Title 21.

‡**Note**—Ordinance GR-03-06 purports to rescind Ordinances GR-01-80 and GR-05-82, which predates the 1983 Compilation. Ordinance GR-05-82 was explicitly rescinded by Resolution GR-131-83, the 1983 Compilation.