



**STREET LIGHT
IMPROVEMENT DISTRICT
(SLID)
APPLICATION PACKET**

Surprise Development Center
16000 N Civic Center Plaza Surprise AZ 85374
623.222.3000 Fax 623.222.3002 TTY 623.222.1002

STREET LIGHT IMPROVEMENT DISTRICTS FORMED PURSUANT TO A.R.S. § 48-616

Prior to the approval of a Final Plat or Site Plan, a petition to initiate the formation of a Street Light Improvement District (SLID) for the operating costs associated with the street lights contained within the plat is required. The developer/applicant will contract with their own counsel to compile, review, and submit the petition for the SLID to the city for council approval.

COSTS:

All capital costs for installation of the lights shall be borne by developer/applicant.

All costs associated with plan review and permitting are the responsibility of the developer/applicant.

All legal fees associated with preparation of the SLID petition are the responsibility of the developer/applicant.

Any deficiencies in operating costs and the purchase of electricity billed by APS after the SLID is approved will be paid for by the developer/applicant until such time as the district is self-funding through the assessment and collection of taxes.

It may take up to three years until taxes from a district make it self-supporting. The City has records of assessments on existing districts available for comparison, to give the developer an idea of what costs it may be required to bear. Questions regarding assessments may be addressed to the City Finance Department.

PROCEDURES FOR FORMATION:

1. The developer will be required to submit two (2) sets of streetlight plans along with the legal description of the SLID district, and a map of the SLID district in CAD format to the Development Center for review by Engineering Development Services (EDS) prior to civil approval of the project.

Required disk format / record electronic files: CAD files (.dwg) shall be provided in the latest commercially available release of AutoCAD. Drawings are to be purged of all extraneous information, shall be "bound" to insert all reference files, shall be accompanied by any non-native fonts, and shall be free of complex file pathing which complicates file openings when transferred from the CDROM. Binding of reference files shall be done using AutoCAD's Xref "Insert" option so as to avoid layer and block name corruption. PC compatible CD in Datum NAD 83 (2002 Adjustment) Arizona State Plane Coordinate Systems, Central Zone and in decimal units.

The subject parcel shall reference a minimum of two physical monuments and; the monuments shall be (a) section corner(s) and /or quarter corner(s) as surveyed under the Maricopa County Geodetic Densification and Cadastral Survey (GDACS) project and/or monuments recognized by the National Geodetic Survey (NGS) as B order or better. See Maricopa Website for details at www.mcdot.maricopa.gov/survey/home.htm

2. Once the street light plans are approved by the EDS staff, the applicant will be required to submit an additional set of approved street light plans to the Development Center.
3. The approved street light plans from step 2 are forwarded by Development Services staff to EDS for their approval letter for design, layout and facilities, which will be forwarded to the applicant. Documentation and information for the petition and remaining items will be sent to the applicant from the Legal Department.
4. The applicant will submit to APS the approved plans and the city's approval letter, to obtain electric rates, installation agreement, and trenching plans. Contact APS Outdoor Lighting Department at (602) 371-6453 for further discussion. APS creates the trenching plans. On behalf of the applicant, APS will submit a copy of the installation agreement and trenching plans to the Development Center under a separate submittal for review and approval by EDS.
5. Petition: A.R.S. § 48-615(A), and § 48-617(A), and (B). It is the applicant's responsibility to secure a petition for the formation of a street light improvement district. As part of the process, the applicant must have and provide copies of the following:
 - a. APS rates
 - b. Signed petitions with legal description and map
 - c. Current Title Report

The city will provide sample petitions, however, for legal assistance, the applicant will need to obtain their own counsel.

6. Within 10 days of City Council approval, the city will record the SLID document with the county and provide a recorded copy to the City Clerk, County Assessor, and APS. (Note: Applicant will be responsible for any recording fees.)
7. EDS will contact the developer and issue permits for construction.
8. After completion of construction, EDS will issue a letter authorizing APS to energize the streetlights.



PERMIT/PLAN REVIEW APPLICATION

Applicant to Complete Numbered Fields Only

OWNER INFORMATION			PROJECT INFORMATION		
1.Name:			6.Development Name:		11.Lot/Space:
2.Address:			7.Subdivision Name:		12.MCR:
3.City/State/Zip:			8.Assessor's Parcel Number (APN):		13.Acreage:
4.Phone:		Alternate:	9.Valuation of Project:		14.Related Case(s):
5.Email:			10.Project Address and Zip:		
DESCRIPTION OF PROJECT					
15.					
UTILITY PROVIDERS					
16.Electric Co:		17.Gas Co:		18.Water Co:	19.Sewer Co:
ENGINEERING PLAN REVIEW			COMMERCIAL PERMIT		
Grading	<input type="checkbox"/>		Business Name:		
Water	<input type="checkbox"/>		New Building	<input type="checkbox"/>	
Sewer	<input type="checkbox"/>		Tenant Improvement	<input type="checkbox"/>	
Paving	<input type="checkbox"/>		Factory Built Building	<input type="checkbox"/>	
Concrete	<input type="checkbox"/>		Landscape	<input type="checkbox"/>	
SWPPP	<input type="checkbox"/>		Pool/Spa	<input type="checkbox"/>	
SWPPP Manual	<input type="checkbox"/>		Surface Area		
Improvement	<input type="checkbox"/>		Other:	<input type="checkbox"/>	
Street Lights	<input type="checkbox"/>				
Traffic Signals	<input type="checkbox"/>		RESIDENTIAL PERMIT		
Signage and Striping	<input type="checkbox"/>		Single Family Residence	<input type="checkbox"/>	
Drainage Report	<input type="checkbox"/>		Accessory Building	<input type="checkbox"/>	
Water Model Report	<input type="checkbox"/>		Alteration/Addition	<input type="checkbox"/>	
Dry Utility	<input type="checkbox"/>		Pool/Spa	<input type="checkbox"/>	
FIRE PERMIT			Surface Area		
LP Gas	<input type="checkbox"/>		Manufactured/Factory Built Building	<input type="checkbox"/>	
TUP	<input type="checkbox"/>		Landscape	<input type="checkbox"/>	
Other:			Other	<input type="checkbox"/>	
UTILITY PERMIT			OTHER		
Electric	<input type="checkbox"/>		Signs	<input type="checkbox"/>	
Plumbing	<input type="checkbox"/>		Type:	Height:	Linear Feet:
Mechanical	<input type="checkbox"/>		Fences	<input type="checkbox"/>	
Other:			Type:	Height:	Linear Feet:
The owner or authorized agent for the owner of the subject lot or parcel guarantees the information and plans provided are correct to the best of my knowledge including recorded lot dimensions and structure locations.					
20.			21.		
OWNER/AGENT PRINTED NAME			OWNER/AGENT SIGNATURE		DATE
DATE					

SURPRISE COMMUNITY DEVELOPMENT

16000 N. Civic Center Plaza, Surprise, Arizona 85374 623.222.3000 Fax 623.222.3002 TTY 623.222.1002



CONTRACTOR/CONTACT SUPPLEMENTAL FORM

LICENSED CONTRACTOR VERIFICATION

Verify that you are a licensed contractor under ARS Title 32, Chapter 10, by providing the information below.

I am currently using a licensed contractor:

Name: _____ City Business License No. _____
 License No. ROC: _____ License Class: _____

I am exempt from Arizona contractors' license laws on the basis of the license exemptions contained in A.R.S. § 32-1121A., namely:

- A.R.S. § 32-1121A.5 – I am the owner/builder of the property and the property will not be sold or rented for at least one year after completion of this project.
- A.R.S. § 32-1121A.6 – I am the owner/developer of this property and I will contract with a licensed general contractor to provide all construction services. All contractor's names and license numbers will be included in all sales documents.
- Other _____
 (please specify)

I understand that the exemption provided by A.R.S. § 32-1121A.14 (the Handyman Exemption) does not apply to any construction project which requires a building permit and/or the total cost of materials and labor are \$1000 or more.

I will be using the following licensed contractors on this project: **City of Surprise**

<u>Contractor/Company name</u>	<u>License Number</u>	<u>ROC</u>	<u>Class</u>	<u>Business License No.</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Owner/Agent Printed Name: _____ **Owner/Agent Signature:** _____

Falsification of information on this document for the purpose of evading State licensing laws is a Class II misdemeanor pursuant to A.R.S. § 13-2704.

PRIMARY CONTACT INFORMATION (Required)*	
Business Name	
Address	
Contact Person 1/Title	Contact Person 2/Title
Phone Number	Phone Number
Fax Number	Fax Number
Email	Email

Effective 1/1/07, only the primary contact above will be notified of submittal status or permit approval.