



# Construction & Development Guide

Adopted 8/15/2017

LONE BUTTE DEVELOPMENT LIMITED LIABILITY COMPANY  
a Tribal Entity of the Gila River Indian Community  
1235 S. Akimel Lane · Box 5000 ·  
Chandler, AZ 85226  
(520) 796-1033  
[lonebuttedevelopment.com](http://lonebuttedevelopment.com)





## TABLE OF CONTENTS

### Table of Contents

<b>OBJECTIVES.....</b>	<b>3</b>
<b>TENANT RESPONSIBILITIES .....</b>	<b>5</b>
1. Site Appearance .....	5
A. Gila River Fire Department Requirements & Safety Plans .....	6
B. Easements.....	6
C. Union Pacific Railroad Easements.....	7
D. Gila River Fire Department Requirements & Safety Plans .....	7
<b>TYPES OF USE.....</b>	<b>8</b>
2.0 Permitted Uses.....	8
2.1 Prohibited Uses .....	9
2.2 Business Classifications .....	9
2.3 Maximum Building Size & Density .....	9
<b>ARCHITECTURAL STANDARDS &amp; CONSTRUCTION CODES .....</b>	<b>10</b>
3.0 Architectural Standards .....	10
3.1 Construction Codes .....	11
3.2 Color Coordination .....	11
3.3 Construction Materials.....	11
3.4 Setbacks .....	11
3.5 Loading Areas.....	12
3.6 Storage Areas .....	13
3.7 Recycling & Refuse Collection.....	13
<b>PARKING.....</b>	<b>14</b>
4.1 Fencing Parking Areas .....	14
4.2 Surfacing.....	15
4.3 Parking Standards .....	15



<b>UTILITIES .....</b>	<b>17</b>
5.1 Water and Sewer Connections.....	17
5.2 Lighting.....	17
<b>LANDSCAPING .....</b>	<b>18</b>
6.1 Landscaping and General Guidelines.....	18
<b>SIGNAGE.....</b>	<b>21</b>
7.1 General Guidelines.....	21
7.2 Permanent and Monument Identification.....	22
7.3 Lone Butte Directory Signage.....	23
7.4 Temporary Signage .....	24
7.5 Pylon Sign .....	25
<b>STORMWATER MANAGEMENT POLICIES.....</b>	<b>26</b>
8.1 Stormwater Management Policies.....	27
8.2 Planning.....	27
8.3 Drainage Patterns and Outfall.....	27
8.4 Hydrology and Hydraulics .....	28
8.5 Stormwater Quality.....	29
8.6 Floodplain Management .....	29
8.7 Erosion Hazard Management.....	30
8.8 Street Drainage .....	30
A. 10-Year Design Storm .....	30
B. 100-Year Design Storm .....	31
8.9 Conveyance Facilities .....	31
8.10 Storage Facilities .....	31
8.11 Stormwater Dissipation.....	31
8.12 Erosion and Sediment Control during Construction .....	32
8.13 Corrected "As-Built" Drawings.....	32
8.14 Capital Improvement and Redevelopment Projects.....	32
8.15 Drainage Reports .....	33
A. Project Datum.....	33





*Lone Butte  
Development Guidelines*

B. Conceptual Drainage Report.....	33
C. Final Drainage Report .....	34
8.16 Low Impact Development (LID) and Green Infrastructure (GI) .....	36
A. LID/GI and Conventional Stormwater Management Policies Combined .....	37
B. LID/GI Design .....	38
C. LID/GI Operation and Maintenance .....	39
D. Design Review and Construction of LID/GI Features .....	39
E. LID/GI Practice Conclusion .....	40
8.17 References.....	40
8.18 Appendices.....	42
A. Gila River Business License .....	
B. Lone Butte Sample Emergency Plan .....	
C. Gila River Building and Safety Applications .....	
D. Land Use Planning and Zoning Sign Ordinances .....	
E. Gila River Native Plants Ordinance .....	
F. Lone Butte Sign Agreements.....	
G. Lone Butte Water Schedule.....	
H. Utility Contact Sheet.....	

*Disclaimer:*

*This employee manual may change from time to time. Lone Butte Development L.L.C reserves the right to amend, alter, rescind, delete or add to the provisions of these guidelines it deems appropriate.*







## Objectives

To ensure compatible development and flexible design, all improvements must adhere to the general Development Guidelines of the Lone Butte Development L.L.C. These guidelines will address permitted uses, density, architectural standards, parking, landscaping, and all other phases of development. Final approval of all site plans shall be required from the Lone Butte Development L.L.C.

The Lone Butte Park is a Municipality that owns and maintains its own streets and is also the water provider. Emergency services as well as all utility providers are Lone Butte Tenants. Lone Butte can also provide development assistance on a case by case basis with regard to plan review which is ultimately channeled through the Gila River Building and Safety Department and outside plan reviewers for the issuance of building permits and fees.

It must be also understood that current and future tenants shall comply with the General Land-Use Plan and its provisions and conditions thereto. The Lone Butte Development L.L.C and all of its Tenants shall adhere to the laws and codes as presented in the Archeological Licenses, Zoning Ordinances, Sign Ordinances, International Codes for building, plumbing, fire, electrical and mechanical. Separate Gila River Indian Community Ordinances may be in place to protect the health and safety of the Gila River Indian Community.



# 1. Site Appearance

1. The tenant must maintain the premises, buildings, improvements and appurtenances in a safe, clean, wholesome condition, and comply with all government, health, police, fire and environmental requirements.
2. Front yards of the premise shall be landscaped and side yards screened and/or landscaped to present a pleasant appearance. Tenant will maintain landscaping and screening and remove any rubbish which may accumulate on premises.
3. A 6" - 12" fence may be constructed around the perimeter of the property. Fencing materials may be: A) Vinyl covered chain link (black, decorative metal, wrought iron or aluminum), B) Decorative metal or wrought iron (black), or C) Wood slat (earth tone).
4. Streets adjoining shall be kept free of gravel, rocks, and debris.
5. Landscaping shall be maintained in a weed-free condition. *(see lease)*
6. Tenant shall install designated directional signage for entry and exit of the premises.
7. Tenant shall install visible address on the front of their property as required by Gila River Land Use Planning & Zoning. *(See Appendix D)*
8. Tenant shall maintain and repair the entry area adjacent to installed turn in and turn out.
9. Tenant shall not make any excavations for deposit of trash upon the premises.

10. Tenant shall not allow the accumulation of water, on site retention, any liquids or waste in any pond, lagoon, etc. upon the premises other than designated storm water on-site retention. *(Refer to Section 8.0)*

**A. Tenant shall comply with GRFD requirements and maintain building evacuation plans, site fire lanes, etc.**

1. Tenant shall provide the Lone Butte Development L.L.C its Emergency (Evacuation) Plan within one-year of entering a lease with Lone Butte or as requested. Revisions to the plan will also need to be provided to Lone Butte. *(See Appendix B)*
2. Tenant shall maintain HazMat placards within view of the roadways and in accordance with GRIC adopted Fire Codes.
3. Tenant shall comply with Gila River Occupational Safety & Health Administration requirements.
4. Tenant shall provide the Lone Butte Development L.L.C its Emergency (Evacuation) Plan within one-year of entering a lease with Lone Butte or as requested. Revisions to the plan will also need to be made available to Lone Butte.

**B. Easements**

1. Utilities shall have right of ingress and egress to their designated easements for the purpose of construction, inspection, maintaining and removing its facilities.
2. Tenant shall not utilize any portion of the easement on the El Paso Natural Gas Company right-of-way without written consent of the Lone Butte Development L.L.C and the El Paso Natural Gas Company.

### **C. Union Pacific Railroad Easements**

1. No gas meter, riser, downspout, or roof overhang shall project onto or over any part of a rail easement.
2. No filled material of any kind shall be placed or permitted to slide over building line onto adjoining rail easement.
3. A slope not steeper than 1.5 horizontal to 1 vertical shall be maintained along any rail easement unless retained by a building or retaining wall.
4. Insurance shall be maintained if utilizing the railroad.

### **D. Hazardous Waste**

1. All tenants will comply with all Tribal and/or Federal Regulations. Copies of all reporting forms and manifest required by the GRIC Department of Environmental Quality (DEQ), U. S. Environmental Protection Agency (US/EPA), Office of Safety and Health Administration (OSHA), GRIC Fire Department and the U.S. Public Health Services will be kept on file and be made available to the Park Representative and appropriate Tribal Officials.
2. A Haz-Mat emergency plan should be submitted to Gila River Fire Department and to the Park Management. The plan will be kept on file in the park office
3. A list of Hazardous Material and its quantity on hand must be always current and kept on file and approved by Lessor and Master Lessor (Schedule 4 of Tenant Lease). Any changes to operations, processes relating to chemicals or hazardous material will require an updated questionnaire to be provided to Lone Butte and the Gila River DEQ.



## **2. Permitted Uses**

Building sites in the Lone Butte Development Park may be used for such purposes acceptable to Lone Butte Development L.L.C. All uses shall meet the requirements and appropriate ordinances of the Gila River Indian Community and accepted by these and other regulatory agencies. The premises shall not be used or occupied by any business which constitutes a nuisance beyond the premises or endangers surrounding areas. Nuisances considered noxious and offensive are listed below.

All tenants must comply with the Gila River Department of Environmental Quality, ("DEQ") standards relating to noise, odor, dust, heat and glare that may be detectable beyond leased premises or the park. Additional permitting may be required by the DEQ.

### **A. Noxious and Offensive Emissions**

1. Noise
2. Soot
3. Dust
4. Fumes
5. Odorous Matter
6. Glare
7. Other gases or air contaminants

## **2.1 Prohibited Uses**

### **A. List of Uses Prohibited**

1. Firms that manufacture, handle or store Explosives.
2. Firms that manufacture, handle, or store radioactive
3. Waste Oil/Solvent processors or recyclers.
4. Hazardous waste processing facilities.

5. Toxic and/or Poisonous gas manufacturing or distribution.
6. Waste tire processors or tire storage facilities.
7. Metal plating industries.
8. Retail taverns or bars
9. Gentlemen's clubs, adult bookstores or theatres
10. Portable chemical toilet vendors.
11. Landfills - Waste Transfer Station

## **2.2 Business Classifications**

All approved development shall meet the minimum standards of the Gila River Indian Community Building and Safety Department (see building and safety building requirements).

## **2.3 Maximum Building Size and/Density**

Density refers to the total development of a site in terms of gross building areas, number of buildings per lot and number of tenants per building.

### **A. Light Industry**

1. Site Coverage: Maximum building coverage shall not exceed more than 50 percent of the commercially leased site. Parking facilities shall not be calculated as building area, but shall be used only for parking of company vehicles, employees' vehicles and visitors' vehicles.
2. Buildings per lot: Additional buildings may be constructed with the approval and consent of Lone Butte Development L.L.C. depending on leased premises size.



3. Number of tenants per building: No building may be occupied by more than one (1) tenant or business simultaneously without written approval of the Lone Butte Development L.L.C.

These guidelines shall be followed in order to gain approval of any development by the Lone Butte Development L.L.C.



## **3. Architectural Standards & Construction Codes**

International Building Codes (consult with Gila River Building Safety for the current year) as adopted by the Gila River Indian Community shall be the standard followed for all construction within the boundaries of the Development. In addition, International Fire Codes and NFPA are utilized (consult with the Gila River Fire Department for current year and editions).

*The International Building Code (IBC), 2006 edition*

*International Fire Code (IFC) 2003 edition*

*International Mechanical Code (IMC) 2006 edition*

*International Plumbing Code (IPC), 2006 edition*

*International Energy Conservation Code (IEEC), 2006 edition*

*National Electric Code 2005 edition with NFPA 70 (2011 edition)*

*2010 ADA Standards and/or ICC A117.1 2003*

Plans to be submitted to Lone Butte, and all other regulatory departments including, GRIC Building & Safety, GRIC Fire Department, Gila River Utility Authority, Gila River Telecommunications simultaneously. In addition, Gila River Business Licensing (See Appendix A) should be or have been obtained by this time.

### **3.1 Construction Codes**

International Building Codes (consult with Gila River Building Safety for the current year) as adopted by the Gila River Indian Community shall be the standard followed for all construction within the boundaries of the Development. In addition, International Fire Codes and NFPA are utilized (consult with the Gila River Fire Department for current year and editions) (See Appendix C).

## **3.2 Color Coordination**

All exterior colors, materials, and finishes of buildings must be of coordinated earth tones to achieve design conformity.

## **3.3 Materials**

- A. The fronts of all buildings or structures fronting a street and ten (10) feet back on the side wall shall be of masonry product or equivalent. Each wall facing a street shall be considered a building front
- B. Side and rear wall of buildings or structures may be of color coordinated masonry, steel, wood, stucco or acceptable equivalent.

## **3.4 Setbacks**

In order to provide adequate air and light between buildings; no building or improvement shall be located on any lot nearer to the front, rear, and side lot lines than the minimum setbacks enumerated below. All setbacks will be measured from property lines or easements.

- A. Front yard setback: Front yard setback shall be thirty (30) feet with the following exceptions:
  - 1. Entrance walks
  - 2. Entrance driveways providing access to the front of a building shall not exceed thirty (30) feet in width.
  - 3. Entrance driveways providing access to the side yard shall not exceed thirty (30) feet in width.
  - 4. Parking areas shall be located not nearer than ten (10) feet from the front property line.
  - 5. All front yard setback areas shall contain landscape.

- B. Side yard setback: Side yard setback shall be twenty (20) feet, except to provide access to railroad spur.
- C. Rear yard setback: Rear yard setback shall be twenty-five (25) feet, except to provide access to railroad spur.

### **3.5 Loading Areas**

Truck loading or loading areas shall be designed or screened not to be visible from adjacent streets or detract from the premises. Proper space shall be provided for trucks to maneuver within premises.

- A. Loading areas will be designated that traffic congestion is avoided and the highest degree of safety is maintained.
- B. All truck loading or loading docks shall be located at the rear or side of a building. No loading dock shall face a front street, unless modification is approved by the Lone Butte Development L.L.C.
- C. The minimum side loading area shall be sixty-five (65) feet from the side property line to the edge of the loading dock, or one hundred ten (110) feet from the street centerline, whichever is greater.
- D. All loading areas must be screened from view of adjacent streets by an opaque fence, block wall, mature landscaping or any combination thereof.

### **3.6 Storage Areas**

Storage yards for equipment and/or materials shall not be permitted unless such storage is an integral part of business operation, visually screened, located in the rear of the building, and received written approval from the Lone Butte

Development L.L.C. Display areas involving product sales, i.e., automotive, truck, mobile home, etc. shall require Lone Butte approval.

- A. All outdoor storage shall be visually screened from access streets, freeways, and adjacent property. Screening shall be a minimum of six (6) vertical feet consisting of an opaque fence, masonry wall, or a combination thereof, acceptable to Lone Butte Development L.L.C.
- B. Storage areas shall be limited to the rear of the building unless acceptable modification is approved by the Lone Butte Development L.L.C.
- C. Storage of any material along sides of building shall be strictly prohibited.

### **3.7 Recycling and Refuse Collection**

All outdoor refuse facilities shall be visually screened using fencing or landscaping to limit view from the public right-of-way and shall not be placed between the parking lot/building and the street.

## **4. Parking**

- A. Parking requirements require the same attention as other aspects of development controls. Appropriate screening of parking must include landscaping, low walls, earth berm, or depressed surface elevation. The design relationships to adjoining parcels should warrant additional attention.
- B. Parking shall be designated and constructed within each leased premises and lease. The General Manager will have the authority to temporarily waive parking requirements when there is no space available on site to provide additional parking. If parking continuously exceeds space available, additional parking space will require an additional lease.
- C. Off public street, front yard or side street yard parking by a tenant/employee is prohibited unless specified by permission of the Lone Butte General Manager.
- D. Inoperable vehicles (including unregistered or outdated vehicle registration) must be parked, maintained or stored in a parking lot.
- E. No truck parking will be allowed on vacant land within the park, on streets or in areas that restrict fire and/or emergency vehicle access to any property.
- F. When parking is at the front of a building, parking space must be landscaped composing of groundcover, trees or shrubs that will provide at least 80 percent opacity, no more than 3 feet in height.

### **4.1 Fencing Parking Areas**

- A. Fencing around the perimeter of the leased premises will be indicated in the lease and will be subject to be insurable.

- B. All parking facilities shall be visually screened from access streets, freeways, and adjacent property by an opaque fence, block wall, mature landscaping, or any combination thereof, acceptable to the Lone Butte Development L.L.C.
- C. Tenant will repair any damage to the Premises that may be caused by the installation of or alterations to the fence.

## **4.2 Surfacing**

- A. All parking areas shall be surfaced with six (6) inch compacted gravel with two (2) inch hot asphalt topping, its equivalent, or better.
- B. All driveways and parking areas for trucks or equipment shall be surfaced with six (6) inch compacted gravel with two (2) inches hot asphalt topping or eight (8) inches concrete, its equivalent or better.
- C. All driveways and parking areas are to be maintained dust free and kept clear of debris and weeds.

## **4.3 Parking Standards**

- A. Tenants are required to submit parking design, detailing present and anticipated future requirements, to the Lone Butte Development L.L.C for approval.
- B. Proposed Space Requirements
  - 1. Office: Four (4) spaces for each one thousand (1,000) square feet of total office space.



2. Service Industries: Two (2) parking spaces for each three (3) employees, but not less than two (2) Spaces for each one thousand (1,000) square feet of gross floor area.
  3. Manufacturing, Light commercial, or : Two (2) parking spaces for each three (3) employees, but not less than one (1) space for each one thousand (1,000) square feet of gross floor area.
  4. Warehousing:
    - a. Two parking spaces for each three (3) employees; but not less than:
    - b. One (1) space for each one thousand (1,000) square feet of gross floor area for the first twenty thousand (20,000) square feet.
    - c. One (1) space for each two thousand square feet for the second twenty thousand (20,000) square feet.
    - d. One (1) space for each four thousand (4,000) square feet of gross floor area for areas in excess of the initial forty thousand (40,000) square feet of gross floor area.
- C. The number of employees on the largest shift shall be used to determine parking requirements if there is more than one (1) shift.



## **5. Utilities**

Tenants shall be responsible for establishing and setting up service and accounts for all utilities (e.g. water, sewer, gas, electricity, telephone, etc.). Tenant shall pay all charges for utility services supplied to the premises and all charges for taxes, assessments, licenses, and fees applicable to the Premises. All major utilities including electricity, telephone/communication providers are conveniently located within the Lone Butte Development Park. *(See Contact Sheet - Appendix H) \*Please note this Appendix will change as needed*

### **5.1 Water and Sewer Connections**

- A. Lone Butte owns and operates its own water system. Tenants are charged a monthly water meter and usage fee. Costs related to construction, connection or maintenance/repair is the responsibility of the tenant.
- B. Sewer fees are based off of water usage and is billed through the City of Chandler. (see attached sample schedule Appendix G)
- C. Temporary water meters can be issued to contractors/ for construction use and will require a deposit.

### **5.2 Lighting**

- A. Solar Lighting shall be provided along some public streets and other areas for safety purposes, by Lone Butte. Tenant installed lights are not to interfere with traffic safety.
- B. All other lighting used to illuminate buildings, side walks, landscape, parking lots or landscape shall be evaluated during the plan review process.
- C. Site lighting that could be confused with warning, emergency or traffic signals is not allowed.



## **6. Landscaping**

Landscaping is an important component of Lone Butte park design which softens the park appearance by breaking up the continuous expanse of pavement and buildings. Landscaping materials assist in abating erosion and reducing glare and dust. Properly coordinated landscaping, walls and screening devices effectively contribute to the logical development and coordinated appearance of the park. Landscaping materials should be those that are low maintenance and do not require significant irrigation. Screened granite used for shrub areas or small plants shall used especially used adjacent to the public right-of-way.

### **6.1 Landscaping General Guidelines**

- A. Each tenant will be required to submit detailed landscaping and irrigation plans, prepared by a professional, to the Lone Butte Development L.L.C.
- B. All landscaping requirements shall be completed within thirty (30) days of occupancy.
- C. All landscaping shall complement the native desert environment in color, texture and vegetation. (See Appendix E)
- D. Landscaping should be protected from vehicular and pedestrian encroachment. A minimum of two-thirds of the square foot area within a setback area shall be in turf or two (2) inches of decomposed granite and landscaped with trees and shrubs.
- E. Tenant shall be responsible for lease property clean up, general repair and maintenance of fixtures, fencing, equipment and the sort.

- F. Irrigation systems are to be below ground and be fully automated systems in compliance with codes.
- G. Tenants must maintain their landscape keeping trees and shrubs trimmed and a weed-free landscape as indicated in the lease.
- H. A notice to correct landscaping will be issued to a tenant for non compliance of Landscaping Guidelines and will be given two weeks to correct until a second notice issued. Failure to comply with the second notice within one week will result in Lone Butte's option to correct landscape at the tenants expense including interest of 18% per annum from the date of demand until repaid.

*\*see approved landscape list (Appendix D)*

## **7. Signage**

Lone Butte Development recognizes the importance of communication through signage while promoting an attractive and aesthetic standards for the park itself. In most signage requests can be approved and coordinated by the Lone Butte Development L.L.C. In some cases Lone Butte may work and coordinate with the Gila River Department of Land Use Planning and Zoning for intricate signage. However, all signage must comply with the Lone Butte Development Guidelines and the Gila River Indian Community Ordinances.

### **7.1 General Guidelines**

Although the most effective way to control signage is to standardize its design, the Lone Butte Development L.L.C recognizes the need for corporate identity and the resulting need for graphic variety. Lone Butte will typically provide the sign for the directional and pylon sign(s). However, interested parties on placing a sign will provide the cost for their name placement, installation and other expenses incurred by the modification of the sign. (See Lone Butte Sign Agreement - Appendix F)

- A. Signs shall comply with all policies and guidelines of the Lone Butte Development L.L.C and the ordinances of the Gila River Indian Community.
- B. All Signage will coordinate with the building design, color and desert environment of the Lone Butte Development L.L.C.
- C. Signs on the exterior of any building may be lit, but may not rotate, gyrate, blink or move in any animated fashion.

- D. All signage design must be submitted as providing (2) hard copies and (1) electronic copy to Lone Butte Development L.L.C of drawings/renderings for approval prior to installation.
- E. All signage shall be maintained in a neat and orderly fashion. Failure to comply will result in the removal of subject sign by the Lone Butte Development L.L.C.
- F. Any signage erected without approval is prohibited and will be removed at the Tenant or contractor expense. Tenants interested in signage shall complete an application form and submit to the Lone Butte Development L.L.C.
- G. Signage within the park will be designated to Lone Butte Tenants, their approved events and attractions and approved contractors.

## **7.2 Permanent and Monument Identification**

### **Signs**

All potential monument signs are subject to Lone Butte approval. Fees and charges to construct signage will be the responsibility of each tenant. Signs that require engineering, electricity or exceed the height of 100 ft will need additional Gila River Indian Community approvals; through the Department of Land Use Planning and Zoning, Gila River Building and Safety and Gila River Utility Authority for electrical needs.

- A. Every tenant must be identified with an exterior sign. Buildings with multiple tenants should be identified by the same sign, unless each tenant has separate entrances.
- B. All identified ground signs, including monument shall not be installed in the first (10) feet from the property line of any street setback areas.



- C. Allocation of signage space is typically given to larger tenants or "anchor" tenants. Tenants are responsible for the production, design and installation of their signage. Tenant must obtain landlord approval prior to installing signage, which may include approval from the Gila River Indian Community.
- D. Signage shall not exceed 4 feet above grade vertical height or fifteen (15) feet in length and not exceeding 81 square feet.
- E. All buildings shall have address numbers placed at the front of the building with a 12 inch maximum letter height.

### **7.3 Lone Butte Directory Signage**

The purpose of signs shall be limited to directing visitors and customers of tenants to their destination.

- A. Directories shall only list tenant names within the neighboring street. The location of the sign will be approved by Lone Butte. Directional signs and their plates will be maintained by Lone Butte and will be relocated as needed.
- B. One directory sign is permitted for each tenant. Tenants may have the option to request an additional sign panel for another directory sign in the park at an initial charge by landlord for each plate, printing and installation. Annually, Lone Butte will bill an annual maintenance fee per sign/panel on the rent invoice, automatically. The term of the agreement will be specified on the Sign Application and Agreement. If the term has not been renewed, Lone Butte will remove the sign immediately following agreement expiration. (Appendix F)
- C. Purchases of signs will be through a Lone Butte approved vendor and will be designed for uniformity. All signage must be approved by Lone Butte.

- D. Tenants panel (label/sign) is provided by landlord at tenants cost (cost included in the initial fee) in standard format of black letters on white background and shall contain the name and direction of the applicant. The label is restricted to tenant name only, no logos will be used, unless approved by Lone Butte. Lone Butte has the right to remove any sign due to lack of payment, cease of business, etc.
- E. Tenant Name Changes or Logo Changes  
Changes, including name changes or additions to any of a tenant name on Lone Butte signage will require a new sign application and will be approved and coordinated by Lone Butte. Tenants will be responsible for the initial charge for the new sign panel and all charges related to signage, including charges to print company name.
- E. Sign will be for tenants located within the Lone Butte Park only, on a first come available basis. \*if there are no available spaces on a directional sign, tenants may be placed on a waiting list for the next available space. In the event Lone Butte adds, additional directory signage, Tenants will be strategically placed to meet direction needs.

## **7.4 Temporary Signage**

- A. All temporary signs will be subject to Lone Butte approval. Lone Butte does not allow temporary signage to exceed thirty-two in square feet to be placed in the park, longer than a 120 day period, during which permanent signage shall be in the process of finalization and installation.
- B. Temporary signage shall be located at a minimum of 25 feet from the public right-of-way.
- C. Temporary building roof signs, banners, etc. will require prior approval by Lone Butte.

- D. Construction signs identifying the architect, builder, financier, etc shall not exceed thirty two (32) square feet. Such sign may exist from the time of the lease of site until construction is completed. All such signs shall be removed immediately after issuance of a Certificate of Occupancy.
- E. Future tenant identification signage listing the name of the tenant and identification of the complex shall be permitted until the structure is occupied. Said sign shall not exceed an area of thirty two (32) square feet.

## **7.5 Pylon Sign**

All interested parties will be subject to the electronic sign agreement and fees.



## **8. Applicable Stormwater Management Policies**

Existing drainage design practices throughout Maricopa County, both in and out of municipal jurisdictions, operate from a hierarchy of drainage design standards that have been developed to foster uniformity of analytical and technical guidance for drainage design throughout the Maricopa County region. Municipalities traditionally rely on the most current version of the Maricopa County Drainage Design Manual (DDM), which consists of three volumes: Volume I - Hydrology, Volume II - Hydraulics, and Volume III - Erosion Control. Relatively large municipalities have established their own drainage design standards to require even more rigorous protection against adverse drainage impacts. Both review of, and experience with, the various municipal drainage design standards indicate general consistency throughout the Maricopa County region.

The City of Chandler (Chandler), which is immediately adjacent to the Lone Butte Development L.L.C.'s jurisdictional boundaries, is a large, well-established municipality that has created their own drainage guidelines and criteria. Like other larger municipalities, Chandler offers a thorough approach to managing stormwater for new and infill development projects. Based on literature review findings and the proximity of this municipality, HELM recommends that the City of Chandler Drainage Policies and Standards Technical Design Manual #3 (TDM#3), dated January 2016, serve as a foundation for appropriate, conventionally oriented, drainage design standards applicable for development within the jurisdiction of the Lone Butte Development L.L.C. This recommendation maintains continuity between jurisdictions, helping to ensure consistency in stormwater management practices within the region. Chandler's TDM#3 policies are in accordance with Chandler's City Code and requirements imposed by Arizona statute regarding flooding. TDM#3 policies have been established to mitigate adverse impacts resulting from onsite and offsite runoff.

Based on the review of stormwater management policies (see Section 4) performed under Task 4, HELM recommends that the policies discussed in the subsequent sections be adopted by the Lone Butte Development L.L.C.

## **8.1 Stormwater Management Policies**

The following is the recommended order of hierarchy for stormwater management policy for development within the jurisdiction of the Lone Butte Development L.L.C:

1. Stormwater Management Policies put forth and/or adopted by the Lone Butte Development L.L.C and/or Gila River Indian Community.
2. City of Chandler Drainage Policies and Standards Technical Design Manual #3.
3. Flood Control District of Maricopa County Drainage Policies and Standards for Maricopa County, Arizona.

In reference to the above hierarchy of policies, a higher ordered policy may refer to lower ordered policy based on an adoption of stormwater management practices.

## **8.2 Planning**

Projects shall conform to goals identified in previous regional studies, which include Stormwater Master Plans.

## **8.3 Drainage Patterns and Outfall**

Historic drainage patterns shall be perpetuated.

Ultimate outfall elevation and location shall be determined by considering the surface impediments for complete drainage of flooding. Within the drainage study area, the drainage engineer shall identify each drainage

basin's point and elevation of outfall. Additionally, downstream of the project, the engineer shall identify locations and controlling elevations limiting free-flow towards historic regional waterways. These controlling elevations may be grade breaks in the gutter downstream, as well as roadway centerline crown elevations.

The engineer shall demonstrate that there is at minimum 14 inches of elevation freeboard from the outfall to each finish floor elevation.

Positive drainage shall be provided for individual lots in the development site  
– land shall be graded for a minimum one-half percent slope.

## **8.4 Hydrology and Hydraulics**

For drainage and floodplain management purposes, the following is the preferred order of hierarchy for obtaining peak discharges, flow velocities, flow depths, and runoff volumes:

1. Lone Butte Development L.L.C and/or Gila River Indian Community flood studies, area drainage master plans, etc.
2. Drainage plans and design reports from adjacent properties. This information should be used with caution and verified with both modeling and field observation.
3. Guidelines and criteria set forth in the City of Chandler Drainage Policies and Standards Technical Design Manual #3.
4. Flood Control District of Maricopa County Drainage Design Manuals (DDM), Volume 1 - Hydrology and Volume II - Hydraulics.

## **8.5 Stormwater Quality**

Projects shall conform to requirements of the Lone Butte Development L.L.C and applicable Environmental Protection Agency (EPA) Permits as administered for tribal lands.

Refer to the Low Impact Development and Green Infrastructure section of this memorandum.

## **8.6 Floodplain Management**

Off-site flows entering the development as a result of the 100-year storm shall be accounted for in the conceptual storm water collection and retention plan, but are not required to be included in the retention volume requirements. The point of entry and exit for off-site flows from the 100-year storm shall not be altered by the site development from the existing condition. In the case where off-site flows are directed to a retention basin, or the basin watershed is located within the 100-year flood plain, the basin water depth shall not exceed four (4) feet for the 100-year storm.

Stormwater plans for subdivisions that are located in whole or in part within a Federal Emergency Management Agency (FEMA) 100-year flood zone shall be submitted to the Gila River Indian Community Land Use and Planning and Zoning (LUPZ) Department for approval prior to approval by the Lone Butte Development L.L.C.

Building final floor elevations are required to be a minimum of 12-inches above the 100-year flood level. In no case, shall any finished floor elevation be less than 14 inches above the flood plain low outfall elevation. In areas where the 100-year flood level does not exist and the discharge is greater than 500 cubic feet per second (cfs), the 100-year flood level shall be established using approved guidelines and criteria.



## **8.7 Erosion Hazard Management**

Erosion and scour at structures and pipe inlets and outlets shall be considered and mitigated.

Refer to the Low Impact Development and Green Infrastructure Section of this memorandum and the City of Chandler Manual on Stormwater Quality Protection for additional requirements. The Manual on Stormwater Quality Protection describes the required elements for submitting an Erosion and Sediment Control Plan.

## **8.8 Street Drainage**

Street Design shall not increase runoff onto adjacent properties. Runoff in streets shall be limited to the 10- and 100-year design storm characteristics discussed below by the installation of inlets, underground storm drain conduits, and/or retention and/or detention facilities.

### **A. 10-Year Design Storm**

Depth of flow and spread on the pavement shall be calculated at the gutter flowline upstream of a local inlet depression. Depth of flow and sump depth at inlets shall not exceed the curb height (7" maximum allowable curb height only with approval).

Spread shall be limited in the street section by the following classifications:

- Arterial and Collectors with Medians: median and adjacent lane each direction shall not be submerged - any runoff collected along median curb from the 10-year design storm shall be intercepted before spilling across roadway lanes.
- Other Collectors: single lane in center shall not be submerged.

**B. 100-Year Design Storm**

Depth of flow shall not exceed curb height plus 6 inches. Flow area shall be computationally limited to right-of-way. Flow magnitude/discharge shall be limited to 100 cfs and flow velocity shall be limited to 10 feet-per-second.

## **8.9 Conveyance Facilities**

Open channels are discouraged and require a review engineer's approval. They may be considered if the depth of flow is less than three feet and the flow velocity is less than 2.5 feet per second. They shall have significant landscaping with side slopes 4H:1V or flatter.

## **8.10 Storage Facilities**

The rainfall from a 100-year frequency, 2-hour duration storm that falls on a parcel, including adjacent half-streets shall be intercepted and stored within that parcel and outside of the Lone Butte Development L.L.C right-of-way. To conform to this requirement, 2.20 inches shall be the precipitation used.

Storage facilities shall be sized to retain 110 percent of the design volume due to potential for siltation and variations in construction.

A Landscape Plan must be approved by the Lone Butte Development L.L.C as part of the conceptual plan development. Property frontage utilized for retention shall be limited to 50 percent of the area.

## **8.11 Stormwater Dissipation**

All drainage systems shall empty within 36 hours. The 100-year design runoff accumulated within permanent lake systems shall be dissipated within 36 hours.

## **8.12 Erosion and Sediment Control during Construction**

All drainage components shall be protected from erosion and sediment contamination during construction. Refer to Section 3 of this memorandum and to the Erosion and Sediment Control Plan requirements contained in the City of Chandler Manual on Stormwater Quality Protection.

## **8.13 Corrected 'As-Built' Drawings**

It is of utmost importance that the public have a record of the constructed project. Projects will not be accepted for completion without certified notations on the approved plans corrected as-built.

## **8.14 Capital Improvement and Redevelopment Projects**

As a matter of owner interest, the Lone Butte Development L.L.C.'s review engineer may elect to waive certain requirements contained within this memorandum. Such waivers must be obtained in writing by the design engineer prior to project approval. It may not be possible for the Lone Butte Development L.L.C. project to mitigate all existing drainage problems upstream or within the project due to project scoping and funding.

When a Lone Butte Development L.L.C. project affects existing retention facilities, the design shall account for such changes as increased runoff, decreased retention volume available, and differing layout for each development as originally permitted, and provide mitigating accommodations for such changes in the site drainage. The Lone Butte Development L.L.C. shall not have a duty to quantify the site drainage conditions such as total site required and provided volumes. Existing retention volume shall be quantified and reserved for the use by the site. Any deficit to existing retention volume and additional runoff volume caused by changes to the site shall be accommodated by the design. The site shall

continue to be burdened with its existing duty of retaining the runoff from its frontage rights-of-way. The record of requirements shall comprise copies of the approved plans, drainage report, and constructed as-builts.

For capital improvement projects, the selected consultant shall perform a preliminary study of the drainage area that affects the project and identify the scope of work necessary to design facilities to attenuate the adverse drainage impacts. The consultant shall additionally provide in his scope of services an allowance for sufficient infiltration testing to assure that constructed retention basins will drain within 36 hours.

## **8.15 Drainage Reports**

### **A. Project Datum**

Project datum shall be approved by the Lone Butte Development L.L.C prior to commencement of study and/or design project.

### **B. Conceptual Drainage Report**

The Lone Butte Development L.L.C shall require for review and approval that a Conceptual Stormwater Collection and Retention Plan be submitted with a Preliminary Plat or Site Development Plan, and approved prior to the approval of such plat or plan. The Conceptual Stormwater Collection and Retention Plan shall include, but not be limited to, the following:

- A narrative with applicable maps that describe the location and condition of the property on which the project is located (on-site conditions); and the upstream (off-site) watersheds as well as any downstream constraints that affect the property.
- A topographic map that utilizes a 1- or 2-foot contour interval for proposed site development. The topographic map must also show the location of the property with respect to the street system and other features such as existing and proposed storm water retention basins, canals, etc.

- Datum to which all site and facility elevations are referenced and equate to the nearest benchmark.
- Watershed boundaries, both on-site and off-site, shall be delineated on a drainage map. Indicate any existing drainage or irrigation structures such as waste or delivery ditches, natural drainage channels, etc., and the proposed development's impact on existing features.
- Indicate the routing of off-site flows through or around the proposed development.
- Method of collection of stormwater (surface and/or subsurface).
- Preliminary retention basin plan including size, depth, and possible methods of draining the retention basin. Location of inflow and outflow points. Calculations showing retention required and provided. Provide a summary table, itemizing individual drainage area values for required storage and provided storage. Demonstrate that the gross project acreage has been considered. Depth, side slopes and volume of retention basins. The effect of a basin overflow due to back-to-back storms or a storm greater than the design storm.
- High-water elevation, pipe inverts and site outfall.
- Method of disposal of water within thirty-six (36) hours. Results of percolation testing.
- Identify long-term maintenance responsible party.
- Indicate the drainage pattern of all streets within and adjacent to the proposed development on the drainage map.
- Areas within delineated 100-year floodplains. Areas of newly delineated 100-year floodplain. If applicable, discuss FEMA Flood Insurance Rate Zone(s).
- Any other data required to form a complete plan.

### **C. Final Drainage Report**

Paving, grading and site construction plans submitted for approval shall be accompanied with a Final Drainage Report that includes the requirements

outlined in Section 2.16.2 and additional, relevant stormwater facility design information, which may include, but not be limited to the following:

- Cover sheet: submittal number, name, and address of project, parcel, or development for which the report is submitted. Include name, address, and phone number of engineer and property owner.
- Provide elevation and indicate location of low outfall elevation for the development, sub area or site improvement.
- Relevant hydrologic and hydraulic calculations, which may include, but not be limited to the following: street and pipe capacity for the 10-year and 100-year storm; time-of concentration at key locations; storm drain piping and catch basin capacities; culvert hydraulics, including tailwater and backwater elevations; applicable water surface elevations; channel hydraulics; and erosion/scour estimates; and hydraulics related to proposed stormwater facilities.
- Indicate finished floor elevations of all structures.
- Indicate method of disposing of retained storm water within 36 hours, and provide double-ring percolation test results and calculations and project geotechnical report.
- Indicate points of concentration and intake point for catch basins, scuppers, channels, and street intersections.
- Drainage report based upon computerized hydraulic models shall have all values and variables identified in the report. Software manuals and documentation shall be made available upon request by the Lone Butte Development L.L.C.
- Long-term maintenance responsibility: Specify the name, address, and phone number(s) of the person(s), firm(s), or agency responsible for ownership, operation, liability, and maintenance of drainage improvements. List other documents where these responsibilities are documented (i.e., CCRs, final plats, etc.).

## **8.16 Low Impact Development (LID) and Green Infrastructure (GI)**

As stated above, the recommended stormwater management policies put forth in this section maintain continuity between jurisdictions, helping to ensure consistency in stormwater management practices within the region. However, despite these recommended credible and functional resources, low impact development (LID) and green infrastructure (GI) amendments to these drainage guidelines and criteria offers the following:

- An opportunity to align with the Community’ s fundamental belief that water is not a nuisance, but a resource that should be used wisely.
- Implementation of drainage features that serve multiple functions, such as: stormwater management, stormwater quality, water reuse, and water conservation.
- A long-term cost savings in maintenance and capital improvement budgets.
- An opportunity to showcase innovative, functional, cost-effective land development practices that achieve a “bundling of benefits” to neighboring jurisdictions and municipalities.

Stormwater runoff from commercial and industrial land-use is a major cause of drainage issues and water pollution in developed areas – primarily due to a significant reduction in permeable area (open space) and the minimal absorption capacity of the ground (soil) within any available open space. Typically, in highly developed areas, stormwater is treated as a nuisance and conveying it to a downstream point as quickly as possible is the goal; thus, stormwater is usually collected and drains through gutters, storm sewers, and other engineered collection systems and is eventually discharged into a nearby water body (such as the Gila River). This stormwater runoff carries trash, bacteria, heavy metals, nutrients, and other pollutants from the developed landscape. Higher flows resulting from heavy rains may also cause

erosion and flooding in urban streams, damaging habitat, property, and infrastructure.

When rain falls in natural, undeveloped areas, the water is absorbed and filtered by soil and plants. Stormwater runoff is cleaner and less of a problem. GI uses vegetation, soils, and other elements and practices to restore some of the natural processes required to manage water and create healthier urban environments. At the city- or county-scale, GI is a patchwork of natural areas that provides flood protection, cleaner water, and habitat restoration. At a project-site-scale, GI consists of stormwater management systems that mimic nature by soaking up and storing water.

GI is a cost-effective, resilient approach to managing adverse stormwater impacts that provides many community benefits. While single-purpose gray stormwater infrastructure — conventional piped drainage and water treatment systems — is designed to move urban stormwater away from the built environment, GI reduces and treats stormwater at its source while delivering environmental, social, and economic benefits.

LID is an approach to land development (or re-development) that works with nature to manage stormwater as close to its source as possible. LID employs principles such as preserving and recreating natural landscape features, minimizing effective imperviousness to create functional and appealing site drainage that treat stormwater as a resource rather than a nuisance. There are many practices that have been used to adhere to these principles, such as bioretention facilities, rain gardens, vegetated rooftops, rain barrels and permeable pavements. By implementing LID principles and practices, water can be managed in a way that reduces the impact of built areas and promotes the natural movement of water within an ecosystem or watershed. Applied on a broad scale, LID can maintain or restore a watershed's hydrologic and ecological functions.

#### **A. LID/GI and Conventional Stormwater Management Policies Combined**

At both the site- and regional-scale, LID/GI practices aim to preserve, restore and create green space using soils, vegetation, and rainwater harvesting techniques. Unfortunately, most local land development engineers are either





hesitate or ill-equipped to provide LID design services. Also, conventional drainage design standards, such as those largely developed by the City of Chandler, do not at this time encourage LID/GI practices. As such, promoting LID/GI practices would require that the Lone Butte Development L.L.C take an approach to stormwater management with the support of engineering consultants familiar with certain GI best management practices (BMPs) that work in the arid Southwest. Fortunately, there are other local and state governments in both arid and non-arid climates that have set precedents for implementing LID/GI principles and practices. As a result, there are numerous “standard” LID/GI vendor design programs, LID/GI reference manuals from other local and national municipalities, and LID/GI design professionals capable of implementing LID/GI principles and practices for the Lone Butte Development L.L.C.

## **B. LID/GI Design**

Transitioning from conventional land development principles and practices to LID principles and practices is not difficult. The soil testing and geotechnical exploration required for conventional development of grey infrastructure improvements, such as retention basins, underground storage chambers, and drywells, are the same for green infrastructure BMPs. The challenge for civil engineers unaccustomed LID/GI is in both the analysis and design methods.

Implementing LID/GI principles and practices requires a holistic systems approach during both the analysis and design process. Detailed planning with the client and other design professionals, such as, architects, planners, landscape architects and other engineers is a necessity that is not rigorously implemented during conventional land development efforts. Drainage modeling also plays an important factor. Detailed information of existing drainage conditions is critical in understanding land-use, topography, soil types, and drainage patterns for making informed LID/GI design decisions.

Where possible, proposed condition hydrographs should match existing condition hydrographs to preserve and perpetuate the historic drainage patterns both onsite and downstream of the site. The engineer shall identify



locations and controlling elevations limiting free-flow towards the historic regional waterway – the Gila River. To achieve this goal, a coordinated LID/GI design effort would be required to reduce or eliminate grey infrastructure where possible.

**C. LID/GI Operation and Maintenance**

Operation and maintenance of both LID/GI improvements and conventional grey infrastructure are practically the same. In both cases, operation and maintenance plans should be developed and promulgated for use by the owner's maintenance staff where inspection, operation, maintenance and repair of drainage facilities are implemented and records are kept to prove that maintenance had been performed.

Both LID/GI infrastructure improvements and grey infrastructure improvements are impacted by dust or sedimentation in a similar fashion, where any loss of efficiency due to screen clogging and accumulation of silt will need to be remedied. Maintenance of LID/GI infrastructure improvements are often easier than maintenance of grey infrastructure improvements. LID/GI BMPs and grey infrastructure improvements that perform the same function, like permeable block paver systems and basin and drywells, respectively, require different maintenance approaches. Permeable block pavers for example require the use of a vacuum compared to a basin and drywells that require the undesirable task of jetting with water and compressed air.

**D. Design Review and Construction of LID/GI Features**

The need for plan review that would meet these proposed LID/GI drainage policies and standards would need the assistance of a competent LID/GI design engineer that had the context of the Lone Butte Development L.L.C and the Community in mind, which would include an understanding of how to incorporate the City of Chandler and Maricopa County design standards.

#### **E. LID/GI Practice Conclusion**

Implementing both the recommended, conventional stormwater management policies (Section 2) and the LID/GI principles and practices discussed above (Section 3) will enable the Lone Butte Development L.L.C to fulfill that unique objective of wise use of natural resources that is directly aligned with the Community's environmental values. This context of land development drainage design standards is easily achievable with the availability of information that other local governments, vendors, and design professionals have developed for LID/GI.

As an added benefit, it is understood that Maricopa County is beginning to look towards developing and incorporating LID/GI drainage guidelines and criteria for this region. As such, the Lone Butte Development L.L.C could offer encouragement and inspiration to accelerate efforts into this type of drainage design.

### **8.17 References**

1. Drainage Policy and Standards Manual for Maricopa County Drainage Design Manual (DDM):
  - Volume I - Hydrology: <http://www.fcd.maricopa.gov/Pub/manuals/hydrology.aspx>
  - Volume II - Hydraulics: <http://www.fcd.maricopa.gov/Pub/manuals/hydraulics.aspx>
  - Volume III - Erosion Control:  
<http://www.fcd.maricopa.gov/Pub/manuals/erosionControl.aspx>
- Drainage Policies and Standards for the City of Chandler: Technical Design Manual #3
2. City of Phoenix Stormwater Policies and Standards
3. City of Scottsdale Drainage Standards & Policies Manual
4. City of Scottsdale Stormwater and Floodplain Management Ordinance, SRC Chapter 37
5. Town of Queen Creek Subdivision Ordinance
6. Town of Queen Creek Zoning Ordinance

7. Low Impact Development and Green Infrastructure Guidance Manual for the City of Tucson
8. San Francisco Stormwater Design Guidelines
9. Contra Costa C.3 Stormwater Guidebook
10. North Carolina Division of Water Quality: Stormwater Best Management Practices Manual
11. HEC 12: <http://www.fhwa.dot.gov/engineering/hydraulics/pubs/hec/hec12.pdf>
12. NOAA Atlas 14 Precipitation Frequency Data Server:
13. [http://hdsc.nws.noaa.gov/hdsc/pfds/pfds\\_map\\_cont.html?bkmrk=az](http://hdsc.nws.noaa.gov/hdsc/pfds/pfds_map_cont.html?bkmrk=az)
14. Gila River Indian Community Resolution GR-18-97

## **Lease Procedure**

The lease procedure basically demonstrates the manner in which the Lone Butte Development L.L.C Management deals with potential and existing business prospects relative to leases, subleases, amendment to leases, assignment of leases, landlord consents, transfers, etc., that are considered from time to time.

The Lone Butte Development Management assumes the administrative responsibility of providing a general orientation of the Park in conjunction with furnishing materials (guidelines, sample lease, property information, questionnaires, etc). Information will be requested by the Lone Butte Development Management for review in regards to financials, background information, etc.).

After managements examination of materials requested and completion of lease negotiations; management will finalize lease and submit to prospective tenant for signature. Lone Butte requires three (3) copies of the lease signed by the Tenant.

The lease is then forwarded to the Gila River Indian Community Law Office for review and approval, which is then forwarded to the Economic Development Standing Committee of the Gila River Indian Community Council for review and final approval. The lease is then forwarded to Gila River Indian Community Governor for signature.

Once the project is approved, Lone Butte Management will then inform the prospective tenant to begin the steps of coordinating with the appropriate tribal departments and/or offices that have a direct relationship to the GRIC development process.

The approved lease, signed by the Gila River Indian Community Governor, is then sent to the Bureau of Indian Affairs for recordation.

At any point in the process, Lone Butte Development L.L.C or the Gila River Indian Community has the right to terminate the lease if tenant is in default of their lease.

FOR FURTHER INFORMATION CONTACT:

Lone Butte Development L.L.C

1235 South Akimel Lane

Chandler, Arizona 85226

(520) 796-1033

[Lonebuttedevelopment.com](http://Lonebuttedevelopment.com)

# APPENDIX A

## Gila River Business License Application









# GILA RIVER INDIAN COMMUNITY

## BUSINESS LICENSE APPLICATION



\*\*\*\*\* Please Print \*\*\*\*\*

### I. Type of Application

- ☐ New  
☐ Change  
☐ Renewal, license# \_\_\_\_\_  
☐ Update, license# \_\_\_\_\_

### Type of License

- ☐ Annual License - Non-Member (\$150.00 fee)  
☐ Annual License – GRIC Enrolled Member (\$5.00 fee)  
GRIC Member Number: \_\_\_\_\_  
☐ Special Event (\$30.00 fee)  
Dates of event: \_\_\_\_\_ to \_\_\_\_\_

### II. Type of Ownership

- ☐ Individual  
☐ Partnership      General ☐ Limited ☐  
☐ Limited Liability Partnership  
☐ Limited Liability Company  
State of Registration \_\_\_\_\_ Date \_\_\_\_\_

- ☐ Association  
☐ Not for Profit Organization  
(Attach IRS Letter of Determination)

Corporation      C Corp ☐ Sub S ☐  
State of Incorporation \_\_\_\_\_ Date \_\_\_\_\_

### III. Business Information

- 1) Legal Business Name \_\_\_\_\_ 2) Employer ID Number (EIN) or SSN (Individual) \_\_\_\_\_  
3) Business or DBA Name \_\_\_\_\_ 4) Contact Name \_\_\_\_\_  
5) Business Address \_\_\_\_\_ 6) Business Phone Number \_\_\_\_\_  
7) Mailing Address (If different than Business Address) \_\_\_\_\_ 8) In Care of or Attn to \_\_\_\_\_  
State \_\_\_\_\_ Zip Code \_\_\_\_\_ 9) Business Phone Number \_\_\_\_\_  
10) Is Your Business Located on the Gila River Indian Community Reservation? ☐ Yes ☐ No  
11) Detailed description of your business activity \_\_\_\_\_  
12) Location of business activity on the Gila River Indian Community (GRIC) \_\_\_\_\_  
13) Date business started on GRIC \_\_\_\_\_ 14) Date sales began on GRIC \_\_\_\_\_ 15) Estimated Gross Sales \_\_\_\_\_  
16) Filing Method ☐ Cash ☐ Accrual

### IV. Identification of Owner (and spouse if married) Partners, Corporate Officers, Members and/or Managing Members or Officials (if more space in needed, attach a separate sheet)

Name (Last, First M.I.)	Soc. Sec. No.	Title	% Owned	Residence Address	Phone Number

Did you have a previous Gila River Indian Community Business License? ☐ Yes ☐ No If yes, license # \_\_\_\_\_

**V. Location of Tax Records (by whom and where your records are kept)**

Name of company and person to contact

Phone Number

Address (City, State and Zip code) \_\_\_\_\_

**VI. Business Purchase Information**

Did you buy an existing business? ☐ Yes ☐ No

If yes, did that business conduct business on the Gila River Indian Community?

☐ Yes ☐ No

Did the business have a license issued by the Gila River Indian Community?

☐ Yes ☐ No

Previous Business Name (if different) & Owner's Name

Previous Owner's address

Previous Owner's Phone Number

Gila River Indian Community License Number

**VII. General Information (bank, credit, trade) - Individuals may use personal references**

References:

Name (Last, First, MI)

Address

Phone Number

Relationship

**VIII. Consent to Liability (initials required): \_\_\_\_\_**

You will receive a copy of Title 13 with your license. This is an acknowledgement that you are responsible for reading Title 13, and consent to liability for and payment of all taxes imposed by it, and as it may be amended by GRIC Community Council in the future.

**IX. Signature(s) by Individuals Legally Responsible for the Business**

This application must be signed by a sole owner, two partners, two corporate officers, members and/or managing members, the trustee, receiver or personal representative of an estate.

**Under penalty of perjury I (we) declare that the information on this document is true and correct. Giving false information could result in disapproval and/or revocation of my business license.**

Type or print name

Title

Signature

Date

Type or print name

Title

Signature

Date



**INSTRUCTION FOR BUSINESS LICENSE APPLICATION**  
**You must complete each of the following sections or your application will be returned.**

---

**GENERAL INFORMATION**

Anyone engaged in business activity on the Gila River Indian Community must apply for, and be issued a business license.

Annual Business Licenses shall be issued for a period of one year from the date of approval.

Special Events Business Licenses shall be issued for a period of 5 days. **Only one special event business license will be issued within a 12 month period.**

**Applicants in the construction contracting business may be required to provide a copy of the Contractor's License and Certificate of Liability (naming GRIC as additional insured).**

If any other ordinance or law of the Gila River Indian Community requires the business obtain a license or permit for **regulatory purposes**, no business license will be issued until the regulatory license or permit is obtained.

Any person or business operating within the boundaries of the Gila River Indian Community shall comply with all laws and regulations of the Gila River Indian Community

A separate license is required for each physical location or business office.

Business licenses may be revoked after notice and hearing for any of the following: (this is not meant to be an all inclusive list)

- Fraud or misrepresentation
- Violation of the Title 13 Ordinance or any other Community law or ordinance
- Conviction of a crime
- Conducting business in an unlawful manner.
- Unfair business practices

Business License payment can be made **ONLY** by cash, check, cashier's check or money order.

Business License Applications and payment are to be sent to:

**Gila River Indian Community  
Office of the Treasurer  
P.O. Box 2160  
Sacaton, AZ 85147**

**APPLICATION INSTRUCTIONS**

**I. TYPE OF APPLICATION AND TYPE OF LICENSE. (Select from the following)**

**Type of Application**

**New:** A new business with no previous owners.

**Change:** The purchase of an existing business or changing a business entity. (sole owner to corporation, etc.)

**Renewal:** To renew an existing annual license.

**Update:** To update an existing permanent license.

**Type of License – Check applicable.**

If required enter GRIC Member Number or Special Event Dates

**II. TYPE OF OWNERSHIP**

Check applicable.

**III. BUSINESS INFORMATION**

**1. Legal Business Name:**

Individual - Name of owner

Partnership – General Partner /Owner

LLC – Managing Member per State Regulation

Corporation - Name as listed in Articles of Incorporation.

2. Enter the entities Federal Employer Identification Number (EIN) or owner's Social Security Number.
3. Enter the name under which the entity is doing business (DBA). For example "XYZ Foods".
4. Enter the name of a contact person at the business.
5. Enter the street address of the primary location of the business.
6. Enter a business contact phone number.
7. If different than the Business Address, enter the mailing address where all correspondence is to be sent including the monthly tax return. You may use your home, corporate, or accounting firm's address.
8. If you wish correspondence sent to a name other than the Legal Business Name, enter the name or the department or accounting firm in the "In care of" section.
9. Enter a business phone number.
10. If your business is located on the Gila River Indian Community, check applicable box.
11. Describe the major business activity: principal product you manufacture, commodity sold, or services performed. A detailed description of

the business is very important because it determines your taxability.

12. Enter the location where you will be conducting business on the Gila River Indian Community. Contractors and retailers who are mobile may enter "Reservation Wide".
13. Enter the date business started on the Gila River Indian Community.
14. If applicable enter the date sales on the Gila River Indian Community began.
15. Enter the estimated gross sales which will be transacted during the term of the license.
16. Enter your filing method.

**Cash** method requires the payment of tax based on payments received during the month covered by the tax return.

**Accrual** method requires the payment of tax based on transactions billed during the month covered by the tax return.

**IV. IDENTIFICATION OF OWNER(S) OR CORPORATE OFFICERS**

Enter as many applicable; attach a separate sheet if additional space is required.

If this business previously held a GRIC business license so indicate and enter the license number.

**V. LOCATION OF TAX RECORDS**

Complete as indicated.

**VI. BUSINESS PURCHASE INFORMATION**

Complete this section if you acquired an existing business. Please note, all or part of a business may be acquired or succeeded to "in any manner" which includes, but is not limited to, acquisition by purchase, lease, repossession, bankruptcy proceedings, default or through the transfer to a third party.

**VII. REFERENCES**

Please enter bank, credit or trade references. If none, individuals may enter personal references.

**VIII. CONSENT TO LIABILITY**

You will receive a copy of Title 13 with your license. You acknowledge that you are responsible for reading Title 13 and consent to liability for and payment of all applicable taxes.

**IX. SIGNATURES**

The application must be signed only by individuals legally responsible for the business, not agents or representatives.



# APPENDIX B

## Emergency Sample Plan





This template is provided as a guide that can be customized for individuality

## **Emergency Action Plan (*Template*)**

# EMERGENCY PLAN

Facility/Company Name: \_\_\_\_\_

Lone Butte Facility Address: \_\_\_\_\_

Initial Preparation Date: \_\_\_\_\_

Last Revision Date: \_\_\_\_\_



## EMERGENCY PERSONNEL NAMES AND PHONE NUMBERS

DESIGNATED RESPONSIBLE OFFICIAL (Highest Ranking Manager at

Facility Location:

Primary Contact Name: \_\_\_\_\_ Phone: (\_\_\_\_\_)

EMERGENCY COORDINATOR:

Name: \_\_\_\_\_ Phone: (\_\_\_\_\_)

AREA/FLOOR MONITORS (If applicable):

Area/Floor: \_\_\_\_\_ Name: \_\_\_\_\_ Phone: (\_\_\_\_\_)

Area/Floor: \_\_\_\_\_ Name: \_\_\_\_\_ Phone: (\_\_\_\_\_)

ASSISTANTS TO PHYSICALLY CHALLENGED (If applicable):

Name: \_\_\_\_\_ Phone: (\_\_\_\_\_)

Name: \_\_\_\_\_ Phone: (\_\_\_\_\_)

*\*This page can be subject to change & inserted as necessary*

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## **EVACUATION ROUTES**

- Evacuation route maps have been posted in each work area. The following information is marked on evacuation maps:
  1. Emergency exits
  2. Primary and secondary evacuation routes
  3. Locations of fire extinguishers
  4. Fire alarm pull stations' location
    - a. Assembly points
- Site personnel should know at least two evacuation routes.

## EMERGENCY PHONE NUMBERS

*\*\*when calling 911 from a cellular phone, make sure the caller states, the emergency is within the Gila River Indian Community to be connected with Gila River Dispatch*

FIRE DEPARTMENT: \_\_\_\_\_

PARAMEDICS: \_\_\_\_\_

AMBULANCE: \_\_\_\_\_

POLICE: \_\_\_\_\_

FEDERAL PROTECTIVE SERVICE: \_\_\_\_\_

SECURITY (If applicable): \_\_\_\_\_

BUILDING MANAGER (If applicable): \_\_\_\_\_

## UTILITY COMPANY EMERGENCY CONTACTS

(Specify name of the company, phone number and point of contact)

**ELECTRIC:** \_\_\_\_\_

**WATER:** \_\_\_\_\_

**GAS (if applicable):** \_\_\_\_\_

**TELEPHONE COMPANY:** \_\_\_\_\_

*\*This page can be subject to change & inserted as necessary*

Date\_\_\_\_/\_\_\_\_/\_\_\_\_

## EMERGENCY REPORTING AND EVACUATION PROCEDURES

Types of emergencies to be reported by site personnel are:

- MEDICAL
- FIRE
- SEVERE WEATHER
- BOMB THREAT
- CHEMICAL SPILL
- STRUCTURE CLIMBING/DESCENDING
- EXTENDED POWER LOSS
- OTHER (specify) \_\_\_\_\_  
(e.g., terrorist attack/hostage taking)

## MEDICAL EMERGENCY

*\*\*when calling 911 from a cellular phone, make sure the caller states, the emergency is within the Gila River Indian Community to be connected with Gila River Dispatch*

- Call medical emergency phone number (check applicable):

- D Paramedics
- D Ambulance
- D Fire Department
- D Other

Provide the following information:

- a. Nature of medical emergency,
  - b. Location of the emergency (address, building, room number),  
and
  - c. Your name and phone number from which you are calling.
- Do not move victim unless absolutely necessary.
  - Call the following personnel trained in CPR and First Aid to provide the required assistance prior to the arrival of the professional medical help:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

- If personnel trained in First Aid are not available, as a minimum, attempt to provide the following assistance:
  1. Stop the bleeding with firm pressure on the wounds (note: avoid contact with blood or other bodily fluids).
  2. Clear the air passages using the Heimlich Maneuver in case of choking.
- In case of rendering assistance to personnel exposed to hazardous materials, consult the Material Safety Data Sheet (MSDS) and wear the appropriate personal protective equipment. Attempt first aid ONLY if trained and qualified.

*\*This page can be subject to change & inserted as necessary*

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## FIRE EMERGENCY

*When fire is discovered:*

- Activate the nearest fire alarm (if installed)
- Notify the local Fire Department by calling\_\_\_\_\_.
- If the fire alarm is not available, notify the site personnel about the fire emergency by the following means (check applicable):

D    Voice Communication	D    Radio D    Other (specify)
D    Phone Paging	

*Fight the fire ONLY if:*

- The Fire Department has been notified.
- The fire is small and is not spreading to other areas.
- Escaping the area is possible by backing up to the nearest exit.
- The fire extinguisher is in working condition and personnel are trained to use it.

*Upon being notified about the fire emergency, occupants must:*

- Leave the building using the designated escape routes.
- Assemble in the designated area (specify location):
- Remain outside until the competent authority (Designated Official or designee) announces that it is safe to reenter.

*Designated Official, Emergency Coordinator or supervisors must (underline one):*

- Disconnect utilities and equipment unless doing so jeopardizes his/her safety.
- Coordinate an orderly evacuation of personnel.
- Perform an accurate head count of personnel reported to the designated area.
- Determine a rescue method to locate missing personnel.
- Provide the Fire Department personnel with the necessary information about the facility.
- Perform assessment and coordinate weather forecast office emergency closing procedures

*Area/Floor Monitors must:*

- Ensure that all employees have evacuated the area/floor.
- Report any problems to the Emergency Coordinator at the assembly area.

*Assistants to Physically Challenged should:*

- Assist all physically challenged employees in emergency evacuation.

*\*This page can be subject to change & inserted as necessary*

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## **EXTENDED POWER LOSS**

In the event of extended power loss to a facility certain precautionary measures should be taken depending on the geographical location and environment of the facility:

- Unnecessary electrical equipment and appliances should be turned off in the event that power restoration would surge causing damage to electronics and effecting sensitive equipment.
- Facilities with freezing temperatures should turn off and drain the following lines in the event of a long term power loss.
  - Fire sprinkler system
  - Standpipes
  - Potable water lines
  - Toilets
- Add propylene-glycol to drains to prevent traps from freezing
- Equipment that contain fluids that may freeze due to long term exposure to freezing temperatures should be moved to heated areas, drained of liquids, or provided with auxiliary heat sources.

### Upon Restoration of heat and power:

- Electronic equipment should be brought up to ambient temperatures before energizing to prevent condensate from forming on circuitry.
- Fire and potable water piping should be checked for leaks from freeze damage after the heat has been restored to the facility and water turned back on.



## CHEMICAL SPILL

The following are the locations of:

Spill Containment and Security Equipment: \_\_\_\_\_

Personal Protective Equipment (PPE):

MSDS: \_\_\_\_\_

*When a Large Chemical Spill has occurred:*

- Immediately notify the designated official and Emergency Coordinator.
- Contain the spill with available equipment (e.g., pads, booms, absorbent powder, etc.).
- Secure the area and alert other site personnel.
- Do not attempt to clean the spill unless trained to do so.
- Attend to injured personnel and call the medical emergency number, if required.
- Call a local spill cleanup company or the Fire Department (if arrangement has been made) to perform a large chemical (e.g., mercury) spill cleanup.

Name of Spill Cleanup Company: \_\_\_\_\_

Phone Number: \_\_\_\_\_

- Evacuate building as necessary

*When a Small Chemical Spill has occurred:*

- Notify the Emergency Coordinator and/or supervisor (select one).
- If toxic fumes are present, secure the area (with caution tapes or cones) to prevent other personnel from entering.
- Deal with the spill in accordance with the instructions described in the MSDS.
- Small spills must be handled in a safe manner, while wearing the proper PPE.
- Review the general spill cleanup procedures.

*\*This page can be subject to change & inserted as necessary*

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## STRUCTURE CLIMBING/DESCENDING EMERGENCIES

List structures maintained by site personnel (tower, river gauge, etc.):

No.	Structure Type	Location (address, if applicable)	Emergency Response Organization* (if available within 30-minute response time)

Emergency Response Organization(s):

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

(Attach Emergency Response Agreement if available)

- \* - N/A. If no Emergency Response Organization available within 30-minute response time additional personnel trained in rescue operations and equipped with rescue kit must accompany the climber(s).

*\*This page can be subject to change & inserted as necessary*

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

# TELEPHONE BOMB THREAT CHECKLIST

INSTRUCTIONS: BE CALM, BE COURTEOUS. LISTEN. DO NOT INTERRUPT THE CALLER.

YOUR NAME: \_\_\_\_\_ TIME: \_\_\_\_\_ DATE: \_\_\_\_\_  
 CALLER'S IDENTITY SEX: Male \_\_\_\_\_ Female \_\_\_\_\_ Adult \_\_\_\_\_ Juvenile \_\_\_\_\_ APPROXIMATE AGE: \_\_\_\_\_  
 ORIGIN OF CALL: Local \_\_\_\_\_ Long Distance \_\_\_\_\_ Telephone Booth \_\_\_\_\_

## VOICE CHARACTERISTICS

\_\_\_ Loud                      \_\_\_ Soft  
 \_\_\_ High Pitch            \_\_\_ Deep  
 \_\_\_ Raspy                 \_\_\_ Pleasant  
 \_\_\_ Intoxicated           \_\_\_ Other

## ACCENT

\_\_\_ Local                    \_\_\_ Not Local  
 \_\_\_ Foreign                \_\_\_ Region  
 \_\_\_ Race

## SPEECH

\_\_\_ Fast                    \_\_\_ Slow  
 \_\_\_ Distinct              \_\_\_ Distorted  
 \_\_\_ Stutter                \_\_\_ Nasal  
 \_\_\_ Slurred                \_\_\_ Other

## MANNER

\_\_\_ Calm                    \_\_\_ Angry  
 \_\_\_ Rational               \_\_\_ Irrational  
 \_\_\_ Coherent              \_\_\_ Incoherent  
 \_\_\_ Deliberate            \_\_\_ Emotional  
 \_\_\_ Righteous             \_\_\_ Laughing

## LANGUAGE

\_\_\_ Excellent              \_\_\_ Good  
 \_\_\_ Fair                    \_\_\_ Poor  
 \_\_\_ Foul                    \_\_\_ Other

## BACKGROUND NOISES

\_\_\_ Factory                \_\_\_ Trains  
 \_\_\_ Machines              \_\_\_ Animals  
 \_\_\_ Music                  \_\_\_ Quiet  
 \_\_\_ Office                  \_\_\_ Voices  
 \_\_\_ Machines              \_\_\_ Airplanes  
 \_\_\_ Street                  \_\_\_ Party  
 \_\_\_ Traffic                  \_\_\_ Atmosphere

## BOMB FACTS

PRETEND DIFFICULTY HEARING - KEEP CALLER TALKING - IF CALLER SEEMS AGREEABLE TO FURTHER CONVERSATION, ASK QUESTIONS LIKE:

When will it go off? Certain Hour \_\_\_\_\_ Time Remaining \_\_\_\_\_

Where is it located? Building \_\_\_\_\_ Area \_\_\_\_\_

What kind of bomb? \_\_\_\_\_

What kind of package? \_\_\_\_\_

How do you know so much about the bomb? \_\_\_\_\_

What is your name and address? \_\_\_\_\_

If building is occupied, inform caller that detonation could cause injury or death.

Activate malicious call trace: Hang up phone and do not answer another line. Choose same line and dial \*57 (if your phone system has this capability). Listen for the confirmation announcement and hang up.

Call Security at \_\_\_\_\_ and relay information about call.

Did the caller appear familiar with plant or building (by his/her description of the bomb location)?  
 Write out the message in its entirety and any other comments on a separate sheet of paper and attach to this checklist.  
 Notify your supervisor immediately.

## SEVERE WEATHER AND NATURAL DISASTERS

### ***Dust Storms***

Thunderstorms frequently produce strong downward rushes of air called microbursts that spread out along the ground and spread dense blowing dust called “haboobs.”

Haboobs (also called dust storms) are unexpected, unpredictable and can sweep across Arizona's desert landscape at any time. You can endure these brief but powerful windstorms if you know how to react.

#### **BE Prepared**

Straight line winds in a thunderstorm can lift huge clouds of dust and reduce visibilities to near zero in seconds, which can quickly result in deadly, multi-vehicle accidents on roadways.

#### **TAKE Action**

Dust storms usually last a few minutes, and up to an hour at most. Stay where you are until the dust storm passes.

- Avoid driving into or through a dust storm. If you encounter a dust storm:
  - Immediately check traffic around your vehicle (front, back and to the side) and begin slowing down.
  - Do not wait until poor visibility makes it difficult to safely pull off the roadway -- do it as soon as possible. Completely exit the highway if you can.

Do not stop in a travel lane or in the emergency lane. Look for a safe place to pull completely off the paved portion of the roadway.

**PULL OFF! LIGHTS OFF! FOOT OFF!**

- If you encounter a dust storm while driving, pull off the road immediately.

Turn off your headlights and taillights, put your vehicle in "PARK," and take your foot off the brake (so your brake lights are not illuminated.) Other motorists may tend to follow taillights in an attempt to get through the dust storm, and may strike your vehicle from behind.

Stay in the vehicle with your seatbelts buckled and wait for the storm to pass.

Drivers of high-profile vehicles should be especially aware of changing weather conditions and travel at reduced speeds.

#### **BE Informed**

Know the emergency plans for your area.

- Familiarize yourself with these terms to help identify a dust storm hazard.

**Dust Storm Watch**—Tells you when and where dust storms are likely to occur. Watch the sky and stay tuned to NOAA Weather Radio, commercial radio or television for information.

**Dust Storm Warning**—Issued when visibility is 1/2 mile or less due to blowing dust or sand, and wind speeds of 30 miles an hour or more.

- Research additional information on dust storms, beginning with the following resources.

***Tornado:***

- When a warning is issued by sirens or other means, seek inside shelter. Consider the following:
  - Small interior rooms on the lowest floor and without windows,
  - Hallways on the lowest floor away from doors and windows, and
  - Rooms constructed with reinforced concrete, brick, or block with no windows.
- Stay away from outside walls and windows.
- Use arms to protect head and neck.
- Remain sheltered until the tornado threat is announced to be over.

***Earthquake:***

- Stay calm and await instructions from the Emergency Coordinator or the designated official.
- Keep away from overhead fixtures, windows, filing cabinets, and electrical power.
- Assist people with disabilities in finding a safeplace.
- Evacuate as instructed by the Emergency Coordinator and/or the designated official.

***Flood:***

*If indoors:*

- Be ready to evacuate as directed by the Emergency Coordinator and/or the designated official.
- Follow the recommended primary or secondary evacuation routes.

*If outdoors:*

- Climb to high ground and stay there.
- Avoid walking or driving through flood water.
- If car stalls, abandon it immediately and climb to a higher ground.

***Hurricane:***

- The nature of a hurricane provides for more warning than other natural and weather disasters. A hurricane watch is issued when a hurricane becomes a threat to a coastal area. A hurricane warning is issued when hurricane winds of 74 mph or higher, or a combination of dangerously high water and rough seas, are expected in the area within 24 hours.

*Once a hurricane watch has been issued:*

- Stay calm and await instructions from the Emergency Coordinator or the designated official.
- Moor any boats securely, or move to a safe place if time allows.
- Continue to monitor local TV and radio stations for instructions.
- Move early out of low-lying areas or from the coast, at the request of

officials.

- If you are on high ground, away from the coast and plan to stay, secure the building, moving all loose items indoors and boarding up windows and openings.
- Collect drinking water in appropriate containers.

*Once a hurricane warning has been issued:*

- Be ready to evacuate as directed by the Emergency Coordinator and/or the designated official.
- Leave areas that might be affected by storm tide or stream flooding.

*During a hurricane:*

- Remain indoors and consider the following:
  - Small interior rooms on the lowest floor and without windows,
  - Hallways on the lowest floor away from doors and windows, and
  - Rooms constructed with reinforced concrete, brick, or block with no windows.

***Extreme Cold Conditions:***

*If indoors:*

- Stay calm and await instructions from the Emergency Coordinator or the designated official.
- Stay indoors!
- If there is no heat:
  - Close off unneeded rooms or areas.
  - Stuff towels or rags in cracks under doors.
  - Cover windows at night.
- Eat and drink. Food provides the body with energy and heat. Fluids prevent dehydration.
- Wear layers of loose-fitting, light-weight, warm clothing, if available.

*If outdoors:*

- Find a dry shelter. Cover all exposed parts of the body.
- If shelter is not available:
  - Prepare a lean-to, wind break, or snow cave for protection from the wind.
  - Build a fire for heat and to attract attention. Place rocks around the fire to absorb and reflect heat.
  - Do not eat snow. It will lower your body temperature. Melt it first.

*If stranded in a car or truck:*

- Stay in the vehicle!
- Run the motor about ten minutes each hour. Open the windows a little for fresh air to avoid carbon monoxide poisoning. Make sure the exhaust pipe is not blocked.
- Make yourself visible to rescuers.
  - Turn on the dome light at night when running the engine.
  - Tie a colored cloth to your antenna or door.
  - Raise the hood after the snow stops falling.
- Exercise to keep blood circulating and to keep warm.

## CRITICAL OPERATIONS

During some emergency situations, it will be necessary for some specially assigned personnel to remain at the work areas to perform critical operations.

Assignments:

Work Area	Name	Job Title	Description of Assignment

- Personnel involved in critical operations may remain on the site upon the permission of the site designated official or Emergency Coordinator.
- In case emergency situation will not permit any of the personnel to remain at the facility, the designated official or other assigned personnel shall notify the appropriate \_\_\_\_\_ offices to initiate backups. This information can be obtained from the Emergency Evacuation Procedures included in the \_\_\_\_\_ Manual.

The following offices should be contacted:

Name/Location: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_

Name/Location: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_

Name/Location: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_

*\*This page can be subject to change & inserted as necessary*

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## TRAINING

The following personnel have been trained to ensure a safe and orderly emergency evacuation of other employees:

Facility:

Name	Title	Responsibility	Date

*\*This page can be subject to change & inserted as necessary*

Date \_\_\_\_/\_\_\_\_/\_\_\_\_



# APPENDIX C

## GRIC Building & Safety Permitting







# BUILDING SAFETY DIVISION

291 W. Casa Blanca Rd  
P.O. Box 97~Sacaton~Arizona~85147  
PH: (520) 562-6039

---

## Permit

Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure, or to erect, install, enlarge, alter repair, remove, convert, or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by these codes, or to cause any such work to be done shall first make application for permit.

### Emergency repairs:

1. Where equipment replacements and repairs must be performed in an emergency situation, a permit application shall be submitted within the next working business day.

Exemption from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. Permits shall not be required for the following:

### Building:

1. One story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 120 square feet.
2. Fences not over 6 feet high.
3. Oil derricks.
4. Retaining walls not over 4 feet in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge.
5. Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons and the ratio of height to diameter or width does not exceed 2 to 1.
6. Sidewalks and driveways.
7. Painting, papering, tiling, carpeting, cabinets. Counter tops and similar finish work.
8. Temporary motion picture, television and theater stage sets and scenery.
9. Prefabricated pools that are less than 24 inches in depth and does not exceed 5,000 gallons and are installed entirely above ground.
10. Shade cloth structures constructed for nursery or agricultural purposes, not including service systems.
11. Swings and other playground equipment.
12. Window awnings supported by an exterior wall which do not project more than 54 inches from the exterior wall and do not require additional support.



## BUILDING SAFETY DIVISION

291 W. Casa Blanca Rd  
P.O. Box 97~Sacaton~Arizona~85147  
PH: (520) 562-6039

---

13. Non-fixed and moveable fixtures, cases, racks, counters and partitions not over 5 feet 9 inches in height.

### Electrical:

1. A permit shall not be required for minor repair work, including the replacement of lamps or the connection of approved portable electrical to approve permanently installed receptacles.
2. The provisions of this code shall not apply to electrical equipment used for radio and television transmissions, but do apply to equipment and wiring for a power supply and the installation of towers and antennas.
3. A permit shall not be required for the installation of any temporary system required for the testing or servicing of electrical equipment or apparatus.

### Gas:

1. Portable heating, cooking or clothes drying appliances.
2. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
3. Portable-fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

### Mechanical:

1. Portable heating appliances.
2. Portable ventilation appliances.
3. Portable cooling units.
4. Steam, hot or chilled water piping within any heating or cooling equipment regulated by this code.
5. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
6. Portable evaporative coolers.
7. Self contained refrigerant systems containing 10 pounds or less of refrigerant or that are actuated by motors of 1 horsepower or less.



## BUILDING SAFETY DIVISION

291 W. Casa Blanca Rd  
P.O. Box 97~Sacaton~Arizona~85147  
PH: (520) 562-6039

---

---

### Plumbing:

1. The stopping of leaks in drains, water, soil, waste or vent pipe; provided, however, that if any concealed trap, drainpipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a permit shall be obtained and inspections made.
2. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

### Repairs:

1. A permit is not required for ordinary repairs to structures, replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles. Such repairs shall not include the cutting away of any wall, partition or portion thereof, the removal or cutting of any structural beam or load-bearing support, or the removal or change of any required means of egress, or the rearrangement of parts of a structure affecting the egress requirements; nor shall ordinary repairs include addition to, alteration of, replacement or relocation of any water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electric wiring or mechanical or other work affecting public health or general safety.

## Renovations

All work in existing buildings shall be classified into the categories of repair, renovation, alteration and reconstruction. Specific requirements are established for each category of work. The purpose of these provisions is to encourage the continued use or reuse of legally existing buildings and structures.

When a building permit is requested the Building Safety department will meet with the permit applicant to discuss plans for any proposed work under these provisions prior to the application for permit. The purpose of this preliminary meeting is for the Building Safety department to gain an understanding of the applicant's intentions for the proposed work, and to determine, together with the applicant, the specific applicability of these provisions.



## BUILDING SAFETY DIVISION

291 W. Casa Blanca Rd  
P.O. Box 97~Sacaton~Arizona~85147  
PH: (520) 562-6039

---

**Repairs:** The patching, restoration and/or minor replacement of materials, elements, components, equipment and/or fixtures for the purpose of maintaining those materials, elements, components, equipment and/or fixtures in good or sound condition.

**Renovations:** The change, strengthening or addition of load-bearing elements; and/or the refinishing, replacement, bracing, strengthening, upgrading or extensive repair of existing materials, elements, components, equipment and/or fixtures. Renovation involves no reconfiguration of spaces.

**Alterations:** The reconfiguration of any space, the addition or elimination of any door or window, the reconfiguration or extension of any system, or the installation of any additional equipment.

**Reconstruction:** The reconfiguration of a space that affects an exit, a renovation and/or alteration when the work area is not permitted to be occupied because existing means of egress and fire protection system, or other equivalent, are not in place or continually maintained. When the total area of all the work areas included in an alteration exceeds 50 percent of the area of the dwelling unit, the work shall be considered reconstruction and shall comply with the provisions for reconstruction.

**Smoke detectors:** Regardless of the category of work, smoke detectors shall be provided where required by IRC section R313.2.1

**Replacement windows:** Regardless of the category of work, when an existing window, including sash and glazed portion is replaced, the replacement window shall comply with the requirements of IRC chapter 11.

**Commercial buildings:** Additions or alterations to any existing building or structure shall comply with the requirements of the 2006 IBC for new construction. Additions or alterations shall not be made to an existing building or structure that will cause the existing building or structure to be in violation of any provisions of the International Building Code. An existing building plus additions shall comply with the height and area provisions of 2006 IBC chapter 5.

Regardless of the category of work being performed, the work shall not cause the structure to become unsafe or adversely affect the performance of the building; shall not cause an existing mechanical, plumbing or electrical system to become unsafe, hazardous, insanitary or overloaded; and unless expressly permitted the these provisions, shall not make the building any less conforming to this code or to any previously approved alternative arrangements than it was before the work was undertaken.



## BUILDING SAFETY DIVISION

291 W. Casa Blanca Rd  
P.O. Box 97~Sacaton~Arizona~85147  
PH: (520) 562-6039/FAX: (520) 562-6089

---

### Outdoor/Special events

#### Temporary structures

- Temporary permits for temporary structures and uses shall be limited as to time of service but shall not be permitted for more than 180 days. Extensions may be granted for a demonstrated cause.
- Temporary structures and uses shall conform to the structural strength, fire safety, means of egress, accessibility, light, ventilation and sanitary requirements of the 2006 International Building Code as necessary to ensure public health, safety and general welfare.
- Temporary structures that cover an area in excess of 120 square feet, including connecting areas or spaces with a common means of egress or entrance which are used or intended to be used for the gathering together of 10 or more persons shall require a permit.
- A permit is required when a temporary structure exceeds 8 feet in height.
- Custom designed and site built structures are determined on a case by case basis. Approved engineering drawings may be required.
- Permit application and construction documents shall be submitted for each temporary structure. Construction documents shall include a site plan indicating location and information delineating the means of egress and occupant load.

#### Stages and platforms

- Stages and platforms that have a raised area greater than 30 inches above finished grade and have a floor area of more than 120 square feet require a permit.
- Permit application and construction documents shall be submitted for each temporary structure. Construction documents shall include engineering and or manufacturers installation instructions specific to stage being built. A site plan indicating location and information delineating the means of egress and occupant load.
- Stage and platform construction shall comply with the 2006 International building code, performance and public areas shall comply with American National Institution 2003 and 2006 International Building Code.



## **BUILDING SAFETY DIVISION**

291 W. Casa Blanca Rd  
P.O. Box 97~Sacaton~Arizona~85147  
PH: (520) 562-6039/FAX: (520) 562-6089

---

### **Bleachers**

- Bleachers, grand stands and folding and telescoping seating shall comply with 2006 IBC and American National Institution 2003.
- Permit application and construction documents shall be submitted for bleachers. Construction documents shall include engineering and or manufacturers installation instructions specific to bleachers. A site plan indicating location and information delineating the means of egress and occupant load.

### **Electrical**

- A permit is required for generators, panels and temporary wiring.

### **Accessibility**

- Sites, buildings, structures, facilities elements and spaces, temporary or permanent, shall be accessible to persons with physical disabilities.





# BUILDING SAFETY DEPARTMENT

## BUILDING PERMIT APPLICATION

291 W. Casa Blanca Rd  
P.O. Box 97 ~ Sacaton ~ Arizona ~ 85147  
PH: (520) 562-6039

APPLICANT INFORMATION				
Applicant (s) Representative ( <i>main contact</i> ):				
Email Address:				
Address:		Phone:		
City:	State:	ZIP Code:	Date:	
OWNER INFORMATION				
Owner/Tenant:				
Address:		Phone:		
City:	State:	ZIP Code:		
Owner/Tenant Rep:		Rep Phone:		
GENERAL CONTRACTOR				
Contractor Name:				
Address:		Phone:		
City:	State:	ZIP Code:		
Contractor Rep:		Rep Phone:		
State of AZ Contractor License Number (s) & Type:				
Gila River Indian Community Business License Number:				
Contractor Signature ( <i>verifying license numbers are valid</i> ):				
PROJECT INFORMATION				
Project Name:				
Project Address:				
City:	State:	ZIP Code:	District:	
GRIC Land Use Planning & Zoning- Certificate of Compliance ( <i>if applicable</i> )				
LUPZ Certificate of Compliance attached Yes <input type="checkbox"/> No <input type="checkbox"/>				
LUPZ Memo of waiver attached ( <i>certificate not applicable</i> ) Yes <input type="checkbox"/> No <input type="checkbox"/>				
Description of work to be performed:				
Construction Area S.F.:	Pool S.F. ( <i>pool permit</i> ):	Type of Const. ( <i>e.g. I, II, III, IV, V</i> ):	Occupancy Class:	# of Stories:
Permit Type:				
Building <input type="checkbox"/> Plumbing <input type="checkbox"/> Mechanical <input type="checkbox"/> Electrical <input type="checkbox"/> Combination <input type="checkbox"/> Pool/Spa <input type="checkbox"/> Sign <input type="checkbox"/> Demolition <input type="checkbox"/>				
Project Valuation ( <i>per 2006 IBC 108.3</i> )				
I HEREBY DECLARE THE VALUE OF THIS PROJECT TO BE \$				
Printed Name:		Printed Signature:		
Owner <input type="checkbox"/> Architect <input type="checkbox"/> Engineer <input type="checkbox"/> Contractor <input type="checkbox"/>				
BUILDING SAFETY OFFICE USE ONLY		PROJECT #	PERMIT #	
Building Permit Fee:	Plan Review Fee:	Total:	No Fee Collected <input type="checkbox"/>	
1st Level Review ( <i>Print</i> ):		(Signature)		
2nd Level Review ( <i>Print</i> ):		(Signature)		
Permit issued by:		Date:		



# BUILDING SAFETY DEPARTMENT

## BUILDING PERMIT APPLICATION

291 W. Casa Blanca Rd  
P.O. Box 97 ~ Sacaton ~ Arizona ~ 85147  
PH: (520) 562-6039

PERMIT SUBMITTAL PROCESS
Identify and describe the work to be covered by the permit
Describe the land on which the proposed work is to be done by legal description, street address or similar description that will readily identify and definitely locate the proposed building work
Indicate the use and occupancy for which the proposed work is intended
Be accompanied by approved construction documents and other information as required (plans, info if in flood hazard area, site plan, etc.) by third party plan review (self certify not accepted). Changes made to plans during construction shall be resubmitted to third party reviewer for approval as an amended set of construction documents and an approved set showing changes shall be delivered to our office.
Demolition: contact Occupational Safety and Health @ 520-562-9547 before applying for a permit. Disconnect all utilities prior to demolition of affected areas. No plans required for complete demolition.
State the valuation of proposed work, it must be signed by applicant (s) authorized agent
Give such other data and information as required by the Building Official
The Contractor listed on the application must have a Gila River Indian Community business license. This can be purchased at the Cashier's Office located in the Governance Center at 525 W. Gu U Ki Rd., Sacaton, AZ 85147
Land Use Planning & Zoning (LUPZ) Certificate of Compliance or letter of waiver must accompany the permit request
INSPECTION REQUEST PROCESS
Email requests to: <a href="mailto:PERMITDESK@GRIC.NSN.US">PERMITDESK@GRIC.NSN.US</a> Call in requests to: (520) 562-6039
Please include the following information in the email request: <ul style="list-style-type: none"><li>• Contractor</li><li>• Project Owner</li><li>• Address of Project</li><li>• Contact Number</li><li>• Type of Inspection</li><li>• Gate Code or Combination (<i>if applicable</i>)</li><li>• Project Number (<i>found on permit</i>)</li><li>• Permit Number (<i>found on permit</i>)</li><li>• Any special instructions for the Inspector</li></ul> <p><i>Please specify on inspection time for AM/PM</i></p>

# APPENDIX D

## Land Use Planning & Zoning Requirements







# GILA RIVER INDIAN COMMUNITY

## GILA RIVER INDIAN COMMUNITY

### ORDINANCE GR-03-06

#### **AN ORDINANCE ENACTING A NEW SIGN AND BILLBOARD ORDINANCE FOR THE GILA RIVER INDIAN COMMUNITY**

**WHEREAS,** the Department of Land Use Planning and Zoning ("Department") is charged with the planning, zoning, surveying and management of signs and billboards for all lands of the Gila River Indian Reservation; and

**WHEREAS,** the reasonable display of signs is necessary to conducting competitive commerce and industry as well as providing motorists and pedestrians with needed information; and

**WHEREAS,** the regulation of the type and placement of signs is necessary to protect the health, safety, welfare, and morals of the Community; and

**WHEREAS,** the previously enacted sign ordinances, GR-01-80 and GR-05-82, are no longer adequate to regulate the type and placement of signs; and

**WHEREAS,** the Department recommends that all existing sign ordinances be rescinded and a new sign and billboard ordinance be enacted; and

**WHEREAS,** in the best interests of the Community and because time is of the essence, the Community Council waives all pre-adoption notice provisions in accordance with Gila River Indian Community Law and Order Code Title 5, Chapter 7.

**NOW BE IT RESOLVED,** that the Gila River Indian Community Council hereby waives all pre-adoption notice provisions in accordance with the Gila River Indian Community Law and Order Code Title 5, Chapter 7.

**NOW BE IT FURTHER RESOLVED** that the Gila River Indian Community Council hereby rescinds ordinances GR-01-80, GR-05-82, and any other previously enacted ordinance regulating signage and billboards within the Community.

**BE IT FURTHER RESOLVED,** that the Gila River Indian Community Council hereby amends the Gila River Indian Community Law and Order Code by enacting the new Ordinance, captioned the "2006 Sign and Billboard Ordinance", attached to this document.

CERTIFICATION

Pursuant to authority contained in Article XV, Section 1, (a), (7), (9), (12), (18) (b) (8) (10) and Section 4 of the amended Constitution and Bylaws of the Gila River Indian Community, ratified by the Tribe January 22, 1960 and approved by the Secretary of the Interior on March 17, 1960, the foregoing Resolution was adopted this 3rd day of May, 2006, at a Regular Community Council Meeting held in District 3, Sacaton, AZ, at which a quorum of 11 Members were present by a vote of: 10 FOR; 1 OPPOSE; 0 ABSTAIN; 5 ABSENT; 1 VACANCY.

GILA RIVER INDIAN COMMUNITY

  
GOVERNOR

ATTEST:

  
COMMUNITY COUNCIL SECRETARY

RECEIVED  
BIA PIMA AGENCY  
2006 MAY -9 P 2:22  
SACATON, AZ

**ORDINANCE GR-03-06**  
**2006 SIGN AND BILLBOARD ORDINANCE, TITLE 21, OF**  
**THE GILA RIVER INDIAN COMMUNITY CODE**

**Purpose and Intent**

The purpose of this Ordinance 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 tribal and allotted land. This Ordinance 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 Ordinance 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 Ordinance, without being arbitrary or restrictive.

**I. 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 (1) 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 and Planning Department (LUPZ):** The Community entity charged with administering the provisions of this Ordinance.

**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.

## **II. ADMINISTRATION AND ENFORCEMENT**

### **A. Application for Permit, Fees, Decision and Appeal**

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 one dollar (\$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 Ordinance. 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 10 (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 forty five (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 one hundred and eighty (180) days).

### **B. Annual Application Renewal and Fee**

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 two dollars (\$2.00) per square foot per sign or billboard face. The Annual Billboard Permit Fee shall be assessed for each sign or billboard.



### **C. 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 fourteen (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 fourteen (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.

### **D. 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 five dollars (\$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 (10) 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 forty-five (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 hearings 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 ordinance 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 approve the variance request. Based upon the application and the factors listed above at i-iv, 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.

#### **E. 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 thirty (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

### **III. SIGN REQUIREMENTS**

1. Commercial signs shall not exceed one hundred (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.

### **IV. BILLBOARD REQUIREMENTS**

#### **A. Gila River Displays**

1. Per Resolution GR13-95, 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 Ordinance.
2. Billboards shall be permitted only in an area within one hundred (100) feet of the right-of-way line of any Major Thoroughfares.
3. Billboards shall be erected no less than five hundred (500) feet of the entrance and exit ramps of controlled access highways.

4. Billboards shall contain a maximum of two (2) sides per billboard.
5. Billboards shall contain a maximum of six hundred fifty (650) square feet per side.
6. Billboards shall not exceed forty (40) feet in height as measured from the average elevation of the grade of the land in an approximate three hundred (300) foot radius from the location of the billboard.
7. A billboard shall be located no less than one thousand (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.

## **V. 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 sixteen (16) square feet in surface area. Political signs shall be removed no later than ten (10) 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 twenty four (24) hours after the event.

## **VI. 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 twenty (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 Tribal Council or it is specifically permitted under this Article.

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

## VII. GENERAL EXCLUSIONS

This Ordinance 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 fifteen (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.

# *Gila River Indian Community*

## *Department of Land Use Planning & Zoning*

291 W. Casa Blanca Rd.  
Post Office Box E  
Sacaton, Arizona 85147



Phone: (520) 562-6003 / 6004  
Fax: (520) 562-6040

## *Sign & Billboard Permit Application Guidelines*

*FY 2015 4<sup>th</sup> Quarter*

### **Section 1: Introduction**

The Gila River Indian Community has an existing Sign & Billboard Ordinance (GR-03-06) to protect the health, welfare and safety of the public by regulating signs and billboards situated on Community Land which includes both Tribal and Allotted Lands. The Ordinance and these administrative processes were crafted to permit the display of signs and billboards, under specified conditions, within the Community in a manner that supports the intent of the Ordinance, without being arbitrary or restrictive.

In all cases dealing with the Sign & Billboard Ordinance of the Gila River Indian Community, the process starts with the Department of Land Use Planning and Zoning (LUPZ). The LUPZ – Ordinance Section is available to assist and answer any questions pertaining to the Sign & Billboard Ordinance and can be contacted at the following locations:

Michael Lomakema, Acting Director or  
Paul Shorthair, Land Use Ordinance Officer  
Department of Land Use Planning & Zoning – Ordinance  
291 W. Casa Blanca Road, Building 2  
P.O. Box E  
Sacaton, AZ 85147  
E-mail: [michael.lomakema@gric.nsn.us](mailto:michael.lomakema@gric.nsn.us) or [paul.shorthair@gric.nsn.us](mailto:paul.shorthair@gric.nsn.us)  
Office: 520-562-6003

### **Section 2: Permit Fee Process**

1. There are fees associated with a request for a GRIC Sign & Billboard Permit prior to erecting a sign or billboard on the Gila River Indian Community.
2. The non-refundable fee for a Sign & Billboard permit is one dollar (\$1) per square foot per sign or billboard face and is due with the submittal packet to initiate *processing and required administrative reviews*. 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.
3. Please refer to the Sign & Billboard Information Sheet and Ordinance GR-03-06 (Codified as Title 20, Chapter 4) for other fees that may apply.
4. All fees to be paid at the cashier's office, located at the Gila River Indian Community's Governance Center at 525 W Gu U Ki Road, Sacaton, AZ (see map included) or call 520-562-9600 for payment options.
5. All entities listed in the General Exclusions portion of GR-03-06 are exempted from the fee schedule.

### **Section 3: Application Process**

1. All forms of signs and billboards not explicitly exempted in the General Exclusions portion of the ordinance require a GRIC Sign & Billboard Permit. There may be other requirements of the application process that may apply not outlined below which are in the Ordinance. This can be explained by staff upon request during the initial inquiry and submittal process.
2. 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.
3. The applicant is also to prepare an introduction (narrative) letter, including as much information as possible (who you are, what type of sign is to be installed, where will the signs be placed {specific location of each sign}, when will the signs be installed, why do you need these signs and how will they be installed) to be included with an appropriately-filled out LUPZ Request Form.
4. *Please refer to the Sign & Billboard Information Sheet below for additional requirements that may apply*  
The applicant is to submit a complete LUPZ Request Form along with appropriate attachments which will serve as the initial request to proceed with the established review and approval process.
5. Submit all information to the Department of Land Use Planning and Zoning. The Submittal Packet shall include an **LUPZ Request Form, receipt for fees paid; a narrative letter with appropriate attachments** and an **illustration or graphics of the intended sign**. The permit request will then be processed according to established protocols.
6. The LUPZ Form, the receipt for payment of associated fees and all supporting documents may be e-mailed to [LUPZSupportGroup@gric.nsn.us](mailto:LUPZSupportGroup@gric.nsn.us), mailed to the attention of Michael Lomakema, Acting Director, Department of Land Use Planning & Zoning, P.O. Box E, Sacaton, AZ 85147 or hand-delivered to the front desk at Building 2 at 291 W. Casa Blanca Road in Sacaton, AZ.
7. Please refer to the Schedule NRSC 2015 for the meeting dates of the Natural Resources Standing Committee for the current calendar year. Also, please refer to the Sign & Billboard Permit Timeline for information on the application process and thereby providing insight into the recommended dates for initial submittal of applications to LUPZ.
8. **It is recommended that requests be submitted to LUPZ at least 8 working days prior to the dates in bold text** to accommodate required administrative reviews and approvals before the referenced deadlines;
  - a. **July 2<sup>nd</sup>** for July 7<sup>th</sup> Natural Resource Standing Committee meeting
  - b. **July 23<sup>rd</sup>** for July 28<sup>th</sup> Natural Resource Standing Committee meeting
  - c. **August 6<sup>th</sup>** for August 11<sup>th</sup> Natural Resource Standing Committee meeting
  - d. **August 20<sup>th</sup>** for August 25<sup>th</sup> Natural Resource Standing Committee meeting
  - e. **September 3<sup>rd</sup>** for September 8<sup>th</sup> Natural Resources Standing Committee meeting
  - f. **September 24<sup>th</sup>** for September 29<sup>th</sup> Natural Resources Standing Committee meeting

## Sign and Billboard Information Sheet

### Department of Land Use Planning & Zoning, Ordinance Section

P.O. Box E, Sacaton AZ, 85147

Office: (520) 562-6003 and Fax: (520) 562-6040

The following information is required by the Natural Resource Standing Committee in order to review your request for a Sign or Billboard permit in the Gila River Indian Community (GRIC).

#### Address your Letter of Request to:

**Mr. Michael Lomakema, Acting Director, Department of Land Use Planning & Zoning**  
P.O. Box E, Sacaton, Arizona 85147

#### General Information with Letter

- Scope of Work/Purpose for placement of sign within the Gila River Indian Community.
- Name/Organization, Address, Telephone Number, Fax Number, Email Address.
- Specific District(s) and Location(s) within the boundaries of the Gila River Indian Community.
- Date of entry and exit of requested area. (May require a Right of Entry permit (Fee is \$200) if installation contractor does not have an existing contractual agreement with the Gila River Indian Community, one of its entities or Community Members. If a contractual agreement is in place a Right of Entry Notification to LUPZ must be completed).
- Letter from the GRIC department, entity or Community Member and contact name working jointly on sign project if applicable.

#### Attachments with Letter

- Copy of Gila River Indian Community's Business License. (Fee is \$150 for business license.)
- A site plan drawn to scale showing the exact location of the proposed sign, banner or billboard with reference to Right of Ways and easements.
- An illustration or photo of the proposed sign or billboard, including specification, building materials, elevations, dimensions and a rendering of the sign or billboard face(s).
- Copy of Cashier Receipt for the non-refundable sign permit processing fee.

#### GRIC – Building Safety Department

- Submit structural and electrical designs to Building Safety Department for review and approval. Proof of submittal to the Building Safety Department will need to be included in submittal packet to LUPZ (some type of signed transmittal). A Building Safety Sign Permit will be released upon receipt of the Sign Permit from the Natural Resources Standing Committee.

#### Permit and Fees

Prior to the installation of any sign or billboard, a letter of request for a permit and a non-refundable permit fee shall be submitted to the LUPZ. The permit fee is non-refundable and shall be equal to the amount of one dollar (\$1.00) per square foot per sign or billboard face. All sign or billboard permits shall be subject to the requirements of the 2006 Sign and Billboard ordinance (GR-03-06) Title 21 of the Gila River Indian Community Code.

Upon receipt of an LUPZ Request Form, sign permit letter of request, receipt of fee(s), and all attachments LUPZ will initiate processing per established protocols for placement on next available Natural Resources Standing Committee's (NRSC) agenda for consideration. Please refer to the NRSC Meeting Schedule for the current year and the Sign & Billboard Request Timeline for information on when to submit a request to meet the next deadline for placement on the NRSC agenda.

#### Sign / Billboard Permit Fees

Non-refundable processing fee of \$1 per square foot per sign or billboard face



Address Line 1  
Address Line 2  
City, ST 22222

Phone:  
Fax:  
Email: xyz@example.com  
Website: http://mysite@example.com

  
Company Name

## **DATE**

Michael Lomakema - Acting Director  
Department of Land Use Planning and Zoning  
291 W. Casa Blanca Rd.  
Executive Ki' Bldg 2  
Post Office Box E  
Sacaton, AZ 85147

RE: Sign Permit

Dear Mr. Lomakema:

This letter is to request the installation of a sign / billboard on the Gila River Indian Community for the purpose of XXXXXXXXXXXXXXXXXX. The sign will be located at XXXXXXXXXXXX; please see the attached map for further information.

It is the intension of XXX Company to install the sign as part of XXXX PROJECT.

DESCRIBE AS MUCH AS POSSIBLE THE ACTIVITY, DATES, LOCATION, COMPANY WORKING FOR OR IF THERE IS A CONTRACTUAL AGREEMENT WITH A COMMUNITY ENTITY, WHO WILL BE COMING (NAME AND POSITION) AND DETAILS OF VEHICLES (MAKE, MODEL, COLOR, LIC NUMBER), ETC..

Sincerely,

Cc:

**Attachments:**

Detailed Illustration / Renderings / Photos

Detailed Plans with Dimension

Map of Location for Sign Installation  
(including site dimensions from ROW, etc)

List of Personnel

List of Vehicles and Equipment

Copy of Project Schedule

Copy of Business License

Copy of Receipt for SIGN Permit

Copy of Right of Entry Permit or Notification



## **Section 4: Administrative Review and 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 Acting Director Michael Lomakema 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 recommended all applications for a Sign & Billboard Permit be submitted to LUPZ at least 8-10 working days prior to the next CCSO deadline to allow time for required administrative reviews and approvals. Please refer to the 2015 NRSC Meeting Schedule & Sign & Billboard Request Timeline provided to assist with the timing of your request.
4. A Right-of-Entry permit is required for any company that does not have an existing contractual agreement with the Gila River Indian Community or one of its entities or Community Members. The Right-of-Entry permit is a separate process also reviewed by the Natural Resource Standing Committee and has an associated fee of \$200. Separate documentation is required to obtain the Right-of-Entry permit and is available by request thru the Department of Land Use Planning & Zoning. It is recommended that the Right of Entry process be initiated concurrently with the application for the Sign & Billboard Permit.
5. A Right-of-Entry permit is not required if a contractual agreement with one of those listed above is in place. However, a Right-of-Entry Notification must be accomplished thru LUPZ; please refer to the Right-of-Entry Permit & Notification Guidelines for assistance with completing this requirement.

### **There are no fees associated with the Right-of-Entry Notification process.**

6. If applicable, the structural and electrical integrity of the sign will also need to be approved by the GRIC Building Safety Department under a separate submittal. The contact number for the GRIC Building Safety Department is (520) 562-6039.
7. A Business license may be required and can be obtained at the GRIC Governance Center at 525 W Gu U Ki Road, Sacaton, AZ. The fee to obtain a business license is \$150.  
<http://www.gilariver.org/index.php/departments/26-operations/176-revenueinternal-audit-department>  
Business License & Taxation Ordinance Officer  
Gila River Indian Community  
Revenue/Internal Audit Department  
PO Box 326, Sacaton, AZ 85147  
(520) 562-9550(office) - (520) 562-9558(direct)  
(520) 610-0750(cell) - (520) 562-9559(fax)

## **Section 5: Natural Resources Standing Committee Meetings**

1. Meetings are typically held on the second and fourth Tuesday of each month with the submittal deadline for each regularly-scheduled meeting being at noon on the Thursday prior. Please refer to the 2015 Natural Resources Standing Committee Schedule for established meeting dates; the schedule is subject to change so it is recommended to contact the Community Council Secretary's Office for any possible re-scheduling of meeting dates and times.

2. Attendance to the NRSC meeting for Sign & Billboard Permit presentations is not required but recommended in efforts to support the application and field any questions asked by the committee. Typical attendees are;
  - a. Applicant
  - b. Land Use Ordinance Enforcement Officer
  - c. Appropriate Gila River Indian Community Departments
  - d. Concerned individuals
  - e. Committee Members and Administrative Assistant.
3. The NRSC will discuss all applications and render a decision on behalf of the Community.
4. If the Sign & Billboard Permit is approved, the applicant and Land Use Ordinance Officer will coordinate delivery of the approved document. Any deviation from the Sign & Billboard Ordinance or approved Sign & Billboard Permit will result in a Violation Notice. The Violation Notice will be issued to the applicant who initiated the request and it will be their responsibility to rectify the violation.

## **Section 6: Denial of Request**

1. A Request for a Sign & Billboard permit will be evaluated and at any time during the process, the request can be denied for any reason. Possible reasons for denial of the permit request are adverse impact to the natural, cultural or historical resources of the Gila River Indian Community, lack of concurrence from the District affected by the intended sign or billboard, negative experience on previous applications, making of false or misleading statements to secure a permit, etc.
2. If denial of the request does occur, the applicant will be notified in writing.

## **Section 7: Termination of an Approved ROE Permit**

1. Any Sign & Billboard permit which has been issued can be terminated or revoked without prior notice due to unforeseen emergencies and/or disasters, or for any infractions of the terms contained in the Sign & Billboard permit.
2. The applicant will be notified in writing if an approved Sign & Billboard permit is terminated or revoked.

## **Section 8: Variances**

1. All requests for a variance are processed thru LUPZ – Ordinance and are an entirely separate review and approval process. There may be other requirements of the variance application process that may apply which may be found in the Ordinance. This can be explained by staff upon request during the initial inquiry and submittal process.
2. There are fees associated with a request for a variance which are outlined in the appropriate portion of the GRIC Sign & Billboard Ordinance.
3. The GRIC Planning & Zoning Commission will review, discuss and render a decision on behalf of the Community on all applications for a GRIC Sign & Billboard Variance according to the time frame outlined in the Ordinance.



# Sign & Billboard Permit Request Timeline

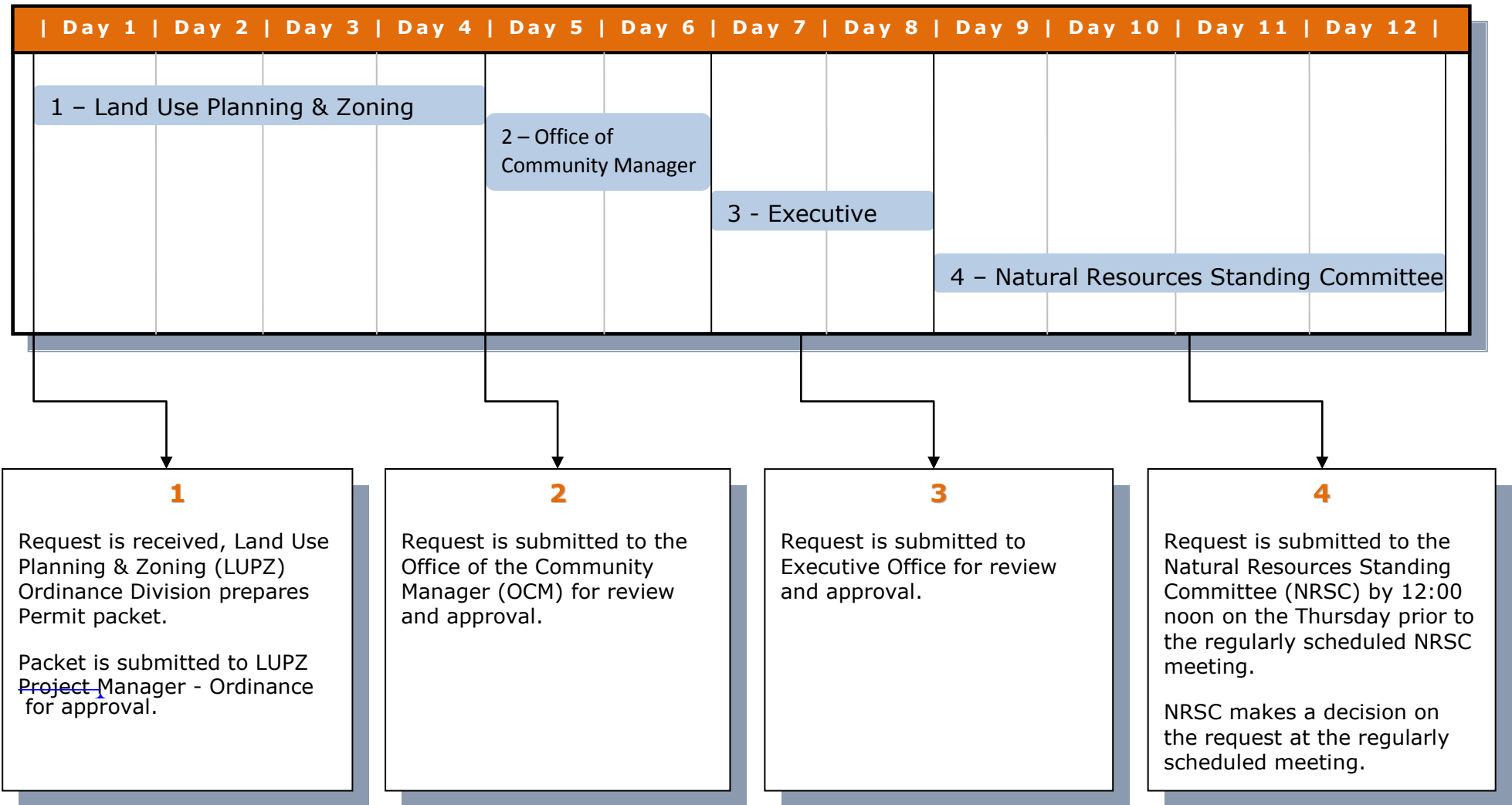


Chart reflects **working days**. Please submit your request a **minimum** of 12 working days prior to the next scheduled NRSC meeting.

*\*Timeframe may increase due to unforeseen circumstances. Please submit your request as early as possible to ensure placement on NRSC agenda.*



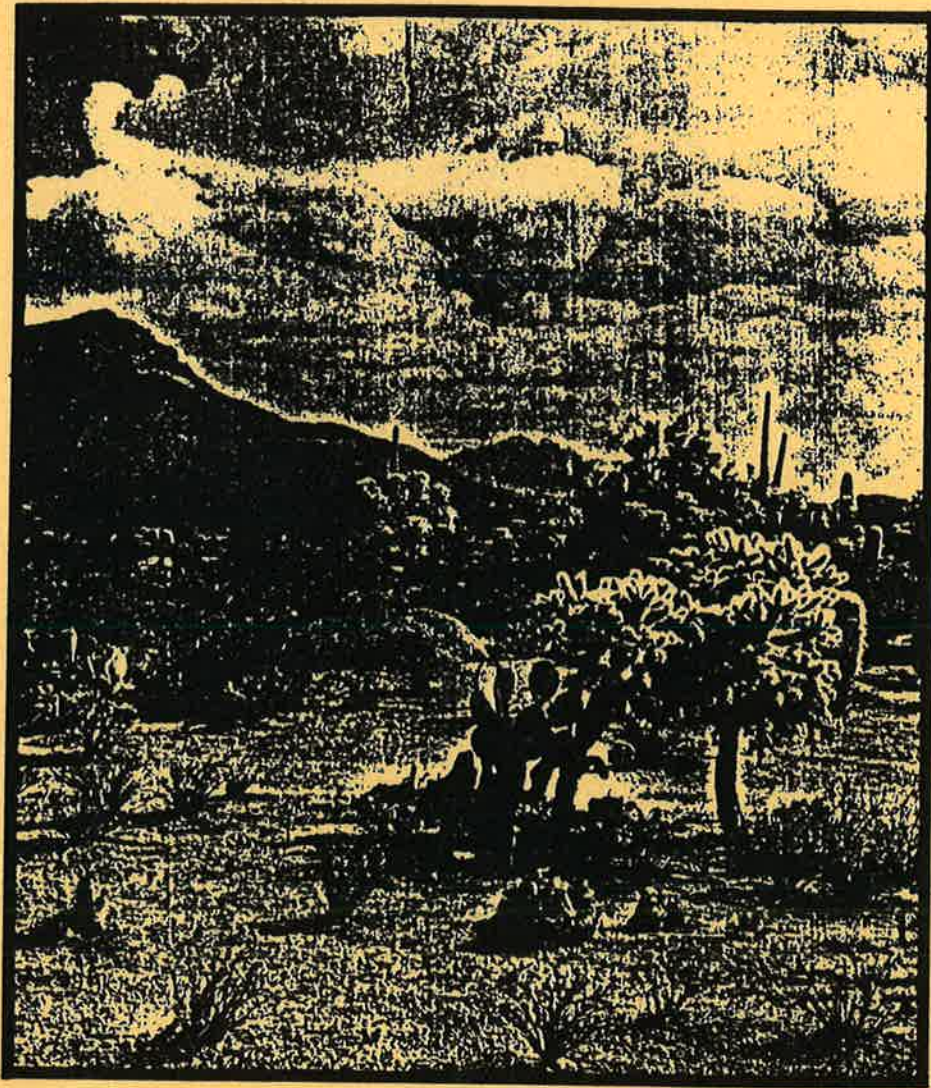
# APPENDIX E

## GRIC Native Plant Ordinance





# NATIVE PLANT ORDINANCE



LAND USE PLANNING & ZONING





**GILA RIVER INDIAN COMMUNITY  
ORDINANCE GR-03-90**

**AN ORDINANCE MODIFYING ARTICLE 1, SECTION 1, PART D, OF ORDINANCE GR-04-85 OF THE NATIVE PLANT LAW.**

**THE GILA RIVER INDIAN COMMUNITY COUNCIL HEREBY ENACTS THE FOLLOWING AMENDMENT TO THE NATIVE PLANT LAW.**

- WHEREAS,** The beauty and natural resources of this Community are of the highest value to our people; and
- WHEREAS,** The native plants growing on the Gila River Indian Reservation are a natural resource of aesthetic, ecological, educational, historical, scientific, and recreational value to the Community; and
- WHEREAS,** A serious danger now exists to these resources due to the wanton and thoughtless removal of cactus and other native plants, thereby endangering and destroying the natural flora which has been protected by the Pima and Maricopa Indians for centuries; and
- WHEREAS,** Woodcutting for domestic use and sale have also created a serious and potentially dangerous crisis by depleting presently available mesquite and other woods on the Reservation; and
- WHEREAS,** Such acts also endanger and destroy the natural habitat of wildlife, game animals, as well as wildlife itself; and
- WHEREAS,** Such acts contribute to soil erosion and flooding which destroy man-made as well as natural resources; and
- WHEREAS,** It will be difficult if not impossible to restore these natural resources once destroyed; and
- WHEREAS,** Such potential harmful consequences are detrimental to the health, peace and general welfare of the Gila River Indian Community and its members; and
- WHEREAS,** The Gila River Indian Community established a Native Plant Law to protect certain flora indigenous to the trust lands of the Reservation (GR-04-85); and
- WHEREAS,** Ordinance GR-04-85 was in need of revision to encompass woodcutting as an activity that requires stringent regulation.

**RECEIVED**

**JUN 27 1990**

**PIMA AGENCY  
SACATON**



GILA RIVER INDIAN COMMUNITY  
ORDINANCE GR-03-90  
NATIVE PLANT LAW  
PAGE 2

NOW THEREFORE BE IT RESOLVED, that the Gila River Indian Community Council hereby amends and replaces Article 1, Section 1, Part D of Ordinance GR-04-85 by enacting the attached Native Plant Law.


CERTIFICATION

Pursuant to authority contained in Article XV, Section 1, (a) (9), (1), (b), (8) and Section 4 of the amended Constitution and Bylaws of the Gila River Indian Community ratified by the Tribe, January 22, 1960, and approved by the Secretary of the Interior on March 17, 1960, the foregoing Resolution was adopted this 20th day of June, 1990, at a Regular Council Meeting held in DISTRICT #3, Sacaton, Arizona, at which a quorum of 15 members were present by a vote of 15 FOR: 0 OPPOSE: 0 ABSTAIN: 2 ABSENT: 0 VACANCY.

GILA RIVER INDIAN COMMUNITY

  
LT. GOVERNOR

ATTEST:

  
TRIBAL COUNCIL SECRETARY

RECEIVED

JUN 27 1990

PIMA AGENCY  
SACATON

GILA RIVER INDIAN COMMUNITY  
Ordinance No. 03 - 90  
Native Plant Law

TABLE OF CONTENTS

Ordinance GR- 03 - 90

Article I. Protection

- Section 1 - Protected Groups of Plants; Botanical Names to Govern;  
Power to Add or Remove Plants
- Section 2 - Delegation of Council Authority; Permits, Tags and Fees;  
Exemptions; Issuance of Permits and Tags; Collection and  
Use of Fees

Article II. Implementation

- Section 1 - Allotted Lands; Procedures for Salvage of Plants, Disposal  
of Salvaged Plants
- Section 2 - Disposal of Confiscated Plants
- Section 3 - Use of Plants by Community Members; Collecting Plants or  
Parts for Propagation; Cutting Native Plants for Fuelwood
- Section 4 - Shipment of Plants; Exhibition of Transportation Permit;  
Certificate of Inspection

Article III. Enforcement

- Section 1 - Enforcement; Arrests without Warrant; Confiscation of  
Plants
- Section 2 - Violations; Confiscation of Vehicles and Equipment

Appendix

- Tribal Wood Permit
- Application for Removal and Transport of Native Plants
- Native Plant Removal & Transport Permit
- Native Plant Tag

GILA RIVER INDIAN COMMUNITY  
Ordinance No. 03 - 90  
Native Plant Law

ARTICLE I. PROTECTION

SECTION 1 - PROTECTED GROUPS OF PLANTS; BOTANICAL NAMES TO GOVERN; POWER TO  
ADD OR REMOVE PLANTS

- A. The botanical (Latin binomial) names of the plants referred to in this article shall in all cases govern in the interpretation of this article. Protected native plants shall be any plant or part thereof, to include fruit, but not seeds, of plants in the named protected groups, which is growing wild on trust land of the Gila River Indian Reservation, to include Tribal and allotted land, without being propagated or cultivated by human beings.
- B. The following shall constitute certain named protected native plants that are prohibited from being dug up, collected and/or removed from their original growing sites, or destroyed or mutilated, except by permit approved by the Natural Resources Standing Committee of the Gila River Indian Community Tribal Council:

Bursera microphylla: elephant tree;  
Peniocereus greggii: night blooming cereus;  
Tumamoca mcdougalli: tumamoc globe berry;  
Neolloydia erectocentra var. acunensis: Acuna Valley pineapple cactus;  
Cheilanthes pringlei: pringle lip fern;  
Bacopa rotundifolia: disk water hyssop;  
Castela emoryi (Holocantha emoryi): crucifixion thorn;  
Atriplex hymenelytra: desert holly;  
Fouquieria splendens: ocotillo;  
Mammillaria thornberi: thornber fishhook cactus;  
Colubrina californica: California snakewood;  
Euphorbia trachysperma: roughseed spurge;  
Selaginella eremophilla: desert spikemoss;  
Dalea spinosa: smoke tree;  
Cereus giganteus: saguaro cactus;  
Ferrocactus acanthodes eastwoodiae: golden barrel cactus;  
Olneya tesota: ironwood tree;  
Juniperus monosperma: one seeded juniper;  
Cercidium microphyllum: little leaf paloverde;  
Cercidium floridum: blue paloverde;

- C. The following shall constitute the protected group of plants, whose member species, whether named or not, shall be prohibited from being dug up, collected and/or removed from their original growing sites except by permit:

1. All species of the following families:

Liliaceae (lilies, including yucca and sotol);  
Agavaceae (agaves);  
Orchidaceae (orchids);  
Crassulaceae (orpines);  
Cactaceae (cactus).

2. All species of the following genera:

Lobelia (lobelia);  
Aquilegia (columbine)

3. The following plant assemblages, whether or not their individual component species are in the protected group:

Rare, unique or sensitive plant assemblages of scientific value, to include relict or undisturbed natural areas, and plant assemblages which provide essential habitat for rare, threatened or endangered wildlife species.

Mesquite bosques, considered "sensitive" habitat necessary to the survival of a number of wildlife species, white winged dove among them.

4. All plants protected under the Arizona Native Plant Law are included in the protected group under this Ordinance, whether named in this Ordinance or not
5. Plant species and critical habitats protected under the Federal Endangered Species Act are protected on trust lands, and are included in the protected group under this Ordinance, whether named in this Ordinance or not.
6. Plant species and assemblages may be added to or deleted from protected status by the Tribal Council.

- D. Fuelwood cutting/gathering is a right reserved exclusively for Community members. Cutting/Gathering of fuelwood by persons other than Community members is a violation of this Native Plant Ordinance. In particular, mesquite (Prosopis spp.) is protected under Section 1.C.(4). Fuelwood cutting/gathering by persons other than Community members is also a violation of Section 2A of GR-03-81, Civil Trespass. (See GRIC Civil Code, Title 5, Chapter 1, Article 5.101-A.10 et seq.)

The sale of fuelwood to non-tribal members off the Reservation of the Gila River Indian Community is hereby prohibited; non-resident tribal members are given the privilege to obtain fuelwood for domestic purposes only, and shall be required to obtain a special permit to transport wood off the Reservation, from the Land Use Planning Program office, located at Sacaton, telephone number 562-3301. Proof of residence must be supported by both a utility bill and a current tribal identification card.

No permit is required for the sale of domestic wood to other members of the Gila River Indian Community, however, the sold wood shall not be allowed to leave the boundaries of the Gila River Indian Community. Only the non-resident tribal member shall be allowed to transport wood to his/her place of residence provided that the above special permit is obtained. Resale of domestic wood by non-resident tribal members shall be considered a violation of this Ordinance, Article III, Section 2 - Violations.

The amount of fuelwood which may be cut by non-resident tribal members as set forth in this Ordinance shall be one cord per month. One cord of wood shall measure four feet by four feet by eight feet (4' x 4' x 8'); an eight-foot bed pickup load with side boards is accepted to be approximately one cord of wood.

No amount limit shall be set for the domestic use of mesquite wood for Community members.

SECTION 2 - DELEGATION OF COUNCIL AUTHORITY; PERMITS, TAGS AND FEES;  
EXEMPTIONS; ISSUANCE OF PERMITS AND TAGS; COLLECTION AND USE OF  
FEES

- A. The Tribal Council shall delegate to the Natural Resources Standing Committee authority to approve requests for permits to collect protected native plants, or parts thereof.
1. The fee for a collection permit shall be \$500. The Natural Resources Standing Committee shall have the right to waive the fee if collection of plants is to be performed by a non-profit organization for scientific and/or educational purposes. Permit fees are non-refundable. No permits shall be issued to non-members of the Gila River Indian Community for the purpose of collecting plants for resale.
  2. Members of the Gila River Indian Community wishing to collect plant parts for their personal use and Community groups wishing to collect plants for non-commercial beautification projects are exempt from the \$500 permit fee, and are exempt from all other fees specified in this Ordinance; however, members of the Community and Community groups wishing to collect native plants protected by this Ordinance must abide by all other provisions of this Ordinance, including application to the Natural Resources Standing Committee for permission to collect.
  3. The Tribal Lease Compliance Officer shall issue collection permits and tags and shall collect fees as applicable. The permits will specify the name or business name of the permittee, the kind(s) and numbers(s) of plant(s) to be collected, will define as precisely as possible the geographic area from which they are to be removed, and will specify the term for which the permit is valid. A permit is invalid unless it bears on its face the tag identification numbers of the plant(s) to be collected legally. A permit to take, transport, or possess protected native plants is non-transferrable.

4. Plant identification tags for each plant to be removed will be issued by the Tribal Lease Compliance Officer and affixed to plants. The non-refundable fee for each tag will be \$3. Tags will identify the permittee, project (if applicable), date of issue, location of collection site, plant species to which they will be affixed, and place(s) to which the plant will be moved. Each tagged plant will be assigned an identification number. It will be the responsibility of the Tribal Lease Compliance Officer to issue, record and affix the tags to the plants to be removed from their original growing sites.

No tag is valid unless it is issued under a valid permit, and no plant may be moved from its natural growing site until the Tribal Lease Compliance Officer has affixed a tag to the plant. It is unlawful to alter or deface any permit or tag.

5. No person, except as provided in this article, shall take, transport or have in his possession any protected native plant removed from its original growing site on the Gila River Indian Reservation unless he has a valid permit on his person at the time of taking, and unless each plant in his possession has a valid collection tag affixed to it.
6. Permits and/or tags shall be made available for inspection upon request of any member of the Gila River Indian Community or any of its authorized agents, or Federal or State of Arizona peace officers or agents charged with enforcing laws and statutes protecting native flora of Arizona, as provided in cooperative agreements between local police agencies and the Gila River Indian Community.
7. After any protected native plant has been taken legally as provided by this Ordinance, it shall be unlawful to remove the affixed tag until the plant has been replanted in its permanent site.

If the permanent site is within the boundaries of the Gila River Indian Reservation, the tag shall be removed only by the Tribal Lease Compliance Officer, who shall record the permanent site of the tagged plant(s) by tag identification number(s), and will store the tags as proof of legal taking under the provisions of this Ordinance.

If the permanent site of the plant(s) is outside the boundaries of the Gila River Indian Reservation, State of Arizona or Federal agents, as appropriate, shall have authority to inspect the plants in their permanent location, and shall remove the tags and return them to the Tribal Lease Compliance Officer, who shall then issue a letter of ownership itemizing the plants in the legal possession of the ultimate owner. The fee for issuing a letter of ownership is \$10.

8. No permit or tag is transferable by the permittee or his agents, nor shall it be used by anyone except the person or institution to which permit and tags were issued, nor shall permit and tags be applicable to any more native plants than indicated by species and number on the permit.
9. Any permittee shall be responsible for the acts of any other person or persons acting under any authority expressed or implied by the permittee.
10. It is unlawful for any person or institution to misuse a permit or tag in any manner, or to falsify any paper or document issued to any person to take native plants of the protected group or to take more native plants than authorized by the permit. Misuse of a permit or tag or falsification of documents will result in forfeiture of the right to collect native plants on the Gila River Indian Reservation both for the time remaining before expiration of a permit (if any) and at any future time.
11. The portion of the permit authorizing collection of native plants shall expire when the Tribal Lease Compliance Officer completes affixing tag(s) with identification number(s) to the plant(s) to be removed from their natural growing site(s), or on the date of expiration, whichever comes first.

After the time the affixing of tags is complete, no further collection shall occur, and the Tribal Ordinance Officer shall stamp EXPIRED on that portion of the permit authorizing collection. Portions of the permit authorizing storage and transportation shall remain valid until the expiration date of the permit.

Any permit to collect plants shall become null and void when the land on which the plants are growing, as described in the permit, changes ownership, unless the new owner certifies in writing that the permittee may continue taking such plants as are specified in the permit.

12. Plants which are to be transported on the Reservation, except within the boundaries of an allotment, must be issued a permit to ship issued by the Tribal Ordinance Officer, and an accompanying certificate of inspection identifying by permit number and tag identification number the plants to be shipped. No fee will be charged Community members.

13. Native plants imported onto the Reservation which are under the protection of Federal and/or State of Arizona law must be cleared for compliance with applicable non-Tribal regulations by the Tribal Ordinance Officer before they can be planted in their permanent installation site. The Tribal Ordinance Officer shall reinspect the plants after permanent installation and shall at that time record the tag identification numbers, remove any non-Tribal tags and return them to the issuing agency, and shall issue a letter of clearance certifying that the plants itemized by species and tag identification number were permanently installed on the Gila River Indian Reservation, giving date and location. The fee for issuing a letter of clearance will be \$10.
  14. Fees are to be collected by the Tribal Lease Compliance Officer and deposited in the Tribal permits and business license account.
- B. When any power or authority is given by any provision of this Ordinance to any person or institution, it may be exercised by a deputy, inspector or agent duly authorized by such person. Persons charged with enforcing this Ordinance must be commissioned by the Tribe. Persons duly commissioned by the Tribe shall have the power to enforce any provision of this Ordinance.
- C. Application for permits, payment of fees, and compliance with inspection which may be required by the State of Arizona for collection and/or transport of native plants protected under State of Arizona statutes shall be the responsibility of the individual permittee. Compliance with applicable Gila River Indian Community regulations regarding collection of native plants protected in this Ordinance does not imply compliance with applicable State of Arizona regulations.
- Application for permits, payment of fees, and compliance with the Federal Endangered Species Act which lists protected species and critical habitats, some of which may occur on the trust lands of the Reservation, shall be the responsibility of the permittee. Compliance with applicable Gila River Indian Community regulations regarding collection of native plants protected in this Ordinance does not imply compliance with applicable Federal regulations.

## ARTICLE II. IMPLEMENTATION

### SECTION 1 - ALLOTTED LANDS; PROCEDURES FOR SALVAGE OF PLANTS, DISPOSAL OF SALVAGED PLANTS

- A. No person or institution shall dig up, destroy, mutilate, or remove plants from allotted land without obtaining written permission from the allottee and a permit authorized by the Natural Resources Standing Committee and tags issued by the Tribal Ordinance Officer.



- B. Nothing in this Ordinance pertaining to collection of plants on Tribal land shall be construed to prevent an allottee or his agent from taking the following actions on his allotment: clearing land, or clearing or removing protected native plants from a canal, lateral, ditch, survey line, building site, road or other right-of-way, unless such protected native plants are to be transported from the allotted land and/or offered for sale, or if the allotted land is to be developed for any purpose other than residential use by the allottee or agricultural use.
1. Tribal entities, lessees of Tribal land and non-Indian lessees of allotted land are specifically excluded from this exemption, and must follow the permit procedures prescribed in this Ordinance when clearing land, or clearing or removing protected native plants from a canal, lateral, ditch, survey line, building site, road, or other right-of-way.
  2. If plants are to be transported from allotted land or offered for sale, the person or institution who transports or purchases the plants from the allottee must have a valid permit and tags obtained through the procedures specified in this Ordinance. The permit fee and tag fees may be waived at the discretion of the Natural Resources Standing Committee. An allottee moving protected plants from one of his properties to another must obtain a valid permit and tags, transportation permit and certificate of inspection, but is exempt from fees for the permits, tags, and certificate of inspection provided no protected plants are to be offered for sale.
- C. Protected native plants may be moved from their natural growing sites to remove them from the path of construction projects which cannot be designed to allow them to remain in place. Protected plants may also be moved to allow necessary pre-construction activities including survey lines, access roads and other rights-of-way. Permits and tags must be obtained as prescribed by this Ordinance. Plants which must be moved out of the path of construction or construction-related activities shall be salvaged to the greatest extent feasible and relocated to other growing sites on Tribal land, or salvaged and used to revegetate disturbed areas after construction is completed, insofar as such salvage and relocation or reuse is feasible.

If salvage and relocation or reuse on Tribal land is not feasible, the Governor or Lieutenant Governor, or his designee, is authorized to arrange for disposal of protected plants by either of the following methods:

1. allow Community members or Community groups to remove such plants as they may use beneficially to beautify their homes, buildings or recreation areas, provided the plants are not to be transported from the Reservation or offered for sale;

2. allow non-profit institutions to remove plants that can be used for educational or scientific purposes, provided the plants will not be offered for sale.

If relocation to Tribal land, reuse, or beneficial use by Community members or non-profit organizations is not feasible, the Governor, Lieutenant Governor, or his designee is authorized to dispose of protected plants growing in the path of construction by accepting bids for sale of the protected plants to dealers in native plants, who shall remove only those plants specified by the Governor, Lieutenant Governor, or his designee. Plants to be salvaged or sold must be collected under the direction and supervision of the Tribal Lease Compliance Officer.

In the event of an emergency which requires removal of protected plants from their growing sites, the Governor, Lieutenant Governor, or his designee may authorize disposal of the protected plants as appropriate to the circumstances.

## SECTION 2 - DISPOSAL OF CONFISCATED PLANTS

Confiscated plants become the property of the Gila River Indian Community, and may be disposed of as appropriate to circumstances by the Governor, Lieutenant Governor or his designee.

## SECTION 3 - USE OF PLANTS BY COMMUNITY MEMBERS; COLLECTING PLANTS OR PARTS FOR PROPAGATION; CUTTING NATIVE PLANTS FOR FUELWOOD

- A. Community members may collect seeds, plant parts and fruit for personal use if such collection does not cause the death of the plant, or so severely deplete its reproductive parts that it cannot generate replacement plants necessary to the perpetuation of its species, with the exception of wood cut for fuelwood.
- B. If a Community member wishes to collect protected plant parts, seeds, or fruit for resale to non-members in any form, except woven baskets and other such traditional artifacts, such collection will require authorization by the Natural Resources Standing Committee, which shall specify areas of the Reservation to which such collection shall be confined, and shall set limits to the quantity of seeds, plant parts or fruit which can be collected.
- C. The Natural Resources Standing Committee may issue a permit to a person or scientific or educational institution to take seeds, fruit or plant parts to be used for plant propagation, provided that collection of propagation materials will not cause the death of the plant, or so severely deplete its reproductive parts that it cannot generate replacement plants necessary to the perpetuation of its species.

SECTION 4 - SHIPMENT OF PLANTS; EXHIBITION OF TRANSPORTATION PERMIT;  
CERTIFICATE OF INSPECTION

No person or common carrier shall transport a plant, or any part thereof, belonging to the protected group, nor receive or possess a protected native plant for transportation within or without the Gila River Indian Reservation unless the person offering the plant for shipment exhibits to the person or common carrier a valid written permit for the transportation of the plant or parts thereof, and has securely and properly attached thereto a valid plant tag. If the plant or plant parts are for transport to places outside the Reservation boundaries, the carrier shall be required to bear a certificate of inspection issued by the Tribal Lease Compliance Officer.

ARTICLE III. ENFORCEMENT

SECTION 1 - ENFORCEMENT; ARRESTS WITHOUT WARRANT; CONFISCATION OF PLANTS

- A. Law enforcement officers duly authorized to enforce the laws and regulations of the Community may in the enforcement of this Ordinance make arrests without warrant for a violation of this Ordinance which he may witness, and may confiscate plants or parts thereof belonging to the protected group when unlawfully taken, transported, possessed, sold, or otherwise in violation of this Ordinance, and may confiscate archaeological and other specimens or objects if unlawfully excavated or collected. Possession of such archaeological or other artifacts is a separate offense punishable under GR-01-82, Archaeological License Ordinance.
- B. Duly authorized law enforcement officers are empowered and directed to enter in or upon any premises or other place, train, vehicle, or other means of transportation within or entering the Reservation which is suspected of containing or having present therein or thereon protected native plants in violation, or suspected to be in violation, of this Ordinance.
- C. The Arizona Commission of Agriculture and Horticulture may, upon request of Community officials and upon being duly empowered, assist in enforcing any provision in this article.

SECTION 2 - VIOLATIONS; CONFISCATION OF VEHICLES AND EQUIPMENT

- A. A person subject to the criminal jurisdiction of the Community violating any provision of this Ordinance is guilty of a public offense punishable by a fine of not less than \$50.00, nor more than \$500 and/or six months imprisonment. Each violation constitutes a separate offense; each and every protected plant found in the illegal possession of a person or persons violating any provision of this Ordinance shall be counted as a separate punishable offense.

Persons who are not Community members who violate any provision of this Ordinance are also subject to prosecution under GR-03-81, Civil Trespass. Unauthorized use of Community member status to benefit non-Community members, or collusion by Community members to violate or assist in violation of any provision of this Ordinance will be punishable by a maximum fine of \$500 and/or six months imprisonment, and forfeiture of privileges to collect native plants as a Community member.

- B. Vehicles and equipment used to commit acts which violate any provision of this Ordinance are subject to confiscation, impoundment, and forfeiture pending appearance to answer a complaint or citation, and may be used to satisfy fines or penalties which may be assessed by the Community Court.
- C. Upon conviction of a violation of this article, all permits issued to the person convicted shall be revoked and the permittee shall become ineligible for future permits and prohibited from acting as an agent for any other permittee. Any member of the Community who is convicted of falsely applying for a permit to enable a non-Community person to collect plants protected in this Ordinance without paying fees applicable to non-members shall be subject to penalties as applicable, and shall forfeit the right to collect protected native plants, and shall be ineligible to apply for a permit to collect native plants. Moreover, any Community member found guilty of acting as an accomplice to any person found guilty of violating the provisions of this Ordinance shall be subject to the maximum applicable penalties, and shall forfeit the right to collect protected native plants and shall be ineligible to apply for a permit to collect protected native plants.



**TRIBAL WOOD PERMIT**  
(Non-Resident Tribal Members)

LAND USE PLANNING & ZONING  
P.O. BOX 398 SACATON, AZ 85247  
562-3301

\_\_\_\_\_  
**APPLICANT INFORMATION**

Applicant \_\_\_\_\_ GRID No. \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ Zip Code \_\_\_\_\_ Tel. \_\_\_\_\_  
Proof of Residence \_\_\_\_\_

\_\_\_\_\_  
**GENERAL INFORMATION**

One Card Per Month  
One Card = 4"x4"x8"

Permit Only Valid For One Day

District where wood will be obtained: \_\_\_\_\_

PERMIT FOR DOMESTIC USE ONLY  
NOT FOR SALE OF WOOD


\_\_\_\_\_  
**PERMIT DATA**

DATE: \_\_\_\_\_ PERMIT No. NPL- \_\_\_\_\_  
Wood must be obtained on  
this date only.


I hereby acknowledge the Native Plant Ordinance GR-00-90 and I am familiar  
with its provisions regarding fuelwood cutting.

\_\_\_\_\_  
Applicant Date

\_\_\_\_\_  
Native Plant Officer Date Issued

 GILA RIVER INDIAN COMMUNITY	<b>APPLICATION FOR REMOVAL AND TRANSPORT OF NATIVE PLANTS</b>
<b>GENERAL INFORMATION</b>	
CONTRACTING ORGANIZATION _____	
ADDRESS _____	
NAME OF INDIVIDUAL RESPONSIBLE FOR REMOVAL AND TRANSPORT _____	
COMMUNITY MEMBER YES <input type="checkbox"/> NO <input type="checkbox"/> GILA RIVER INDIAN COMMUNITY ENROLLMENT NO. _____	
<b>PURPOSE AND LOCATION OF REMOVAL</b>	
PURPOSE: COMMUNITY USE <input type="checkbox"/> RETAIL <input type="checkbox"/> LANDSCAPE CONTRACTOR <input type="checkbox"/> PERSONAL USE <input type="checkbox"/>	
FROM LOCATION: _____	
LEGAL DESCRIPTION: _____	
TRIBAL LAND <input type="checkbox"/> ALLOTTED LAND <input type="checkbox"/> DISTRICT _____	
TO LOCATION: _____	
LEGAL DESCRIPTION: _____	
TRIBAL LAND <input type="checkbox"/> ALLOTTED LAND <input type="checkbox"/> DISTRICT _____	
OFF RESERVATION LOCATION: _____	
CITY _____ COUNTY _____ STATE _____	
<b>NATIVE PLANT INFORMATION (GR-04-85)</b>	
NO. of PLANTS	NO. of PLANTS
TYPE	TYPE
TAG NUMBERS	TAG NUMBERS
1. _____ CHOLLA	6. _____ PRICKLY PEAR
2. _____ HEDGENOG	7. _____ BARREL CACTUS
3. _____ OCOTILLO	8. _____ SAGUARO CACTUS
4. _____ CENTURY PLANT	9. _____
5. _____ JOSHUA TREE	10. _____
FROM _____ TO _____	FROM _____ TO _____
FROM _____ TO _____	FROM _____ TO _____
FROM _____ TO _____	FROM _____ TO _____
FROM _____ TO _____	FROM _____ TO _____
FROM _____ TO _____	FROM _____ TO _____
FROM _____ TO _____	FROM _____ TO _____
<b>ACKNOWLEDGEMENT</b>	
I hereby acknowledge the receipt of G.R.I.C. ordinance no. 04-85 and I am familiar with all provisions of this ordinance.	
_____ Applicant	
_____ Date	
<b>FOR OFFICE USE ONLY</b>	
RECEIVED ON _____ CASE NO. _____	
NATURAL RESOURCES COMMITTEE ACTION: _____	
TAG FEE _____ REGULAR <input type="checkbox"/> SAGUARO <input type="checkbox"/> TRIBAL MEMBER WAIVER <input type="checkbox"/>	
FEE _____ RECEIVED BY _____	
Name _____ Title _____ Date _____	
APPLICANT SIGNATURE _____	
RECEIVED BY _____	
Date _____ Name _____ Title _____ Date _____	

Application For Removal and  
Transport of Native Plants

 GILA RIVER INDIAN COMMUNITY

NATIVE PLANT REMOVAL & TRANSPORT  
PERMIT

NO. \_\_\_\_\_

Issued To: \_\_\_\_\_


P.O. Box 97  
Socaton, AZ 85247  
(602) 562-3311

This permit entitles the recipient to remove and transport native plants, as specifically described below, subject to the terms and conditions of Ordinance GR-04-85 as amended, and any other applicable Tribal or Federal regulations.

FOR SAMPLE USE ONLY

Compliance Officer \_\_\_\_\_ Date \_\_\_\_\_ Chairman, Natural Resources \_\_\_\_\_ Date \_\_\_\_\_

Native Plant Removal & Transport Permit

 NATIVE PLANT TAG

FOR SAMPLE USE ONLY

PERMITTEE \_\_\_\_\_

DATE ISSUED \_\_\_\_\_

LOCATION OF COLLECTION SITE \_\_\_\_\_

PROJECT \_\_\_\_\_

NPT No. \_\_\_\_\_

IT IS UNLAWFUL to transport plant without this tag properly affixed or to remove tag from plant until planted in final location.

Native Plant Tag





# APPENDIX F

## Lone Butte Sign Agreements





**DIRECTIONAL SIGN APPLICATION & AGREEMENT**  
(For directional signs within the Lone Butte Park)

**Applicant Information**

Application Date \_\_\_\_\_

Business Name: \_\_\_\_\_

Contact Person(s): \_\_\_\_\_ Email Address: \_\_\_\_\_

Business Address: \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Primary Phone Number: \_\_\_\_\_ Alternate Phone Number: \_\_\_\_\_

Temporary \_\_\_\_\_ Banner \_\_\_\_\_ Directional Sign(s) \_\_\_\_\_ (check one)

***\*If additional signage is requested, duplicate this page***

Installation Date: \_\_\_\_\_ Term: \_\_\_\_\_

Sign Location: \_\_\_\_\_

Quantity of Signs Requested \_\_\_\_\_

**Directional Signs** are intended to provide a safe and uniform means to direct the general public from the main traffic corridors of Lone Butte to establishments within Lone Butte. See Lone Butte Development Guidelines for additional information

1. All sign plates will be 9 inches or wider than 36 inches. All signs are to be black letters on white back ground and shall only contain the name and direction of the applicant.
2. The location of directional signs and their sign plates shall be approved by Lone Butte tenants may not erect, place or install any signage without written consent of the Lone Butte Development L.L.C.
3. No establishment shall erect, place, install or maintain more than three signs within the Lone Butte Park.
4. Directional sign plates will be purchased by the tenant through a Lone Butte approved vendor but will be designed by Lone Butte for uniformity. In certain cases a tenant may propose a design of their sign plate, with approval by Lone Butte.
5. Directional signs and their sign plates will be maintained by Lone Butte and can be relocated as needed.
6. Lone Butte will bill the tenant for an initial **\$220 fee per sign** that covers the set up and installation. An annual maintenance fee of **\$150 per sign** on rent invoice. Annual maintenance fee will be billed at the beginning of the annual month of which the sign is first installed. *\*fees are subject to change*
7. Signs will be removed upon tenant request, lack of payment of annual maintenance fee, tenant cease of business or in the event Lone Butte removes the directional sign at its discretion.
8. Signs will be for Tenants located within the Lone Butte Park only, on a first come first available basis. *\*if there are no available spaces on a directional sign, tenants may be placed on a waiting list for the next available space.*
9. Change of name will require new sign application.
10. Tenants with multiple establishments that are located at the same location will only be allowed on the sign once.

I agree to comply with the terms and conditions set forth in this application. I understand that Lone Butte Development L.L.C is not responsible or liable for signs that are damaged, stolen or vandalized. Lone Butte will utilize the annual maintenance fee for any replacements that need to be made up to one time. Further damage to signs will be paid for at the cost of the tenant.

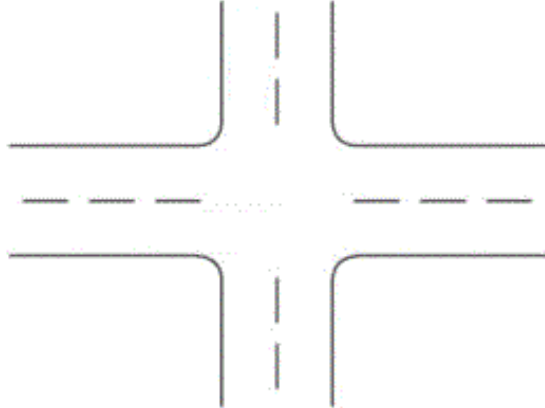
\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Page

**SIGN DETAIL AND LOCATION**

Requested sign at the Intersection located on: \_\_\_\_\_ and \_\_\_\_\_



Description and exact name of what will be on the sign panel. Limit up to 26 letters and an arrow

\_\_\_\_\_  
\_\_\_\_\_

Attach Sign Proof to this page.

-----

**For Lone Butte Use only**

Signage permission granted or denied on \_\_\_\_\_ Sign Application #: SA- \_\_\_\_\_ - \_\_\_\_\_

Term of Sign: \_\_\_\_\_

Reason for Denial \_\_\_\_\_

Installation Date: \_\_\_\_\_ Expires: \_\_\_\_\_

Total Signs: \_\_\_\_\_

\_\_\_\_\_

Total Cost \$ \_\_\_\_\_

Check No: \_\_\_\_\_

\_\_\_\_\_  
Lone Butte Signature

\_\_\_\_\_  
Date

Page \_\_\_\_\_





**LONE BUTTE DEVELOPMENT L.L.C**  
**1235 S. AKIMEL LANE**  
**CHANDLER, ARIZONA 85226**

### **ELECTRONIC SIGN AGREEMENT**

**THIS ELECTRONIC SIGN AGREEMENT** (this “Agreement”) is made as of the date last signed below (the “Commencement Date”) between, **LONE BUTTE DEVELOPMENT, L.L.C.**, a limited liability company chartered by the Gila River Indian Community (“Lone Butte”), 1235 S. Akimel Lane, Chandler, Arizona 85226, and **[insert lessee]**

1) Use of Display. Lone Butte has an existing sign located within the Lone Butte Industrial Park along Interstate 10 south of Sundust Road that has an electronic display panel that can be programmed for use by up to six parties (the “Display”). During the Term, Lone Butte shall provide to Advertiser one ten-second spot on the Display whereupon Advertiser may post digital copy that will be displayed one time per minute on a continuous 24-hour rotation. The initial digital copy and any subsequent alterations shall be submitted to Lone Butte for prior written approval, such approval not to be unreasonably withheld. Advertiser is responsible for the costs to design and program its digital copy on the Display.

2) Term. The initial term of this Agreement (the “Initial Term”) shall be for a period of **XX days**, commencing on **[insert beginning date and ending date]** with option to renew an additional four months if Advertiser is not then in default of any term or condition of this Agreement. Advertisements will cease at the end of the Initial Term if no prior written notice to renew has been received. Advertiser may terminate this Agreement by providing written notice to Lone Butte within 30 days after receiving an invoice or other written notice of Lone Butte’s then-current fee. The Initial Term and any additional terms are collectively referred to as the “Term.”

3) Fee. Advertiser shall pay a sign usage fee to Lone Butte in the amount of **\$1,500** per month (the “Fee”), for the each month of this agreement to be paid in advance beginning on the Commencement Date and continuing on the first day of each month thereafter. Any Fee not paid when due shall bear interest at 18% per annum from the date due until the date paid.

4) Interruption of Service; Default and Cure. If Advertiser’s use of the Display is interrupted as a result of acts of God, war, riots, terrorism, insurrection, fires, labor disputes, power outages, enactment of laws or ordinances, maintenance issues beyond reasonable repair, or other circumstances beyond Lone Butte’s reasonable control, then such interruptions shall not be construed as a breach or termination of this Agreement and Advertiser’s sole remedy shall be an extension of the Agreement for the same period as the interruption. Any interruption of Advertiser’s use within Lone Butte’s reasonable control shall not be construed as a breach or

LONE BUTTE DEVELOPMENT LIMITED LIABILITY COMPANY

1235 S. Akimel Lane • Box 5000 • Chandler, AZ 85226 • (520) 796-1033 • FAX (520) 796-1032  
lonebuttedevelopment.com

termination of this Agreement, but Advertiser shall be entitled to, at Advertiser's election, either an extension of the Agreement for the same period as the interruption or a pro-rata credit for Fees paid for advertising not received. If there is a permanent loss of service to the Display for whatever cause, this Agreement shall terminate and Advertiser's sole remedy shall be a refund of Fees paid for advertising not received. If Advertiser fails to perform any of its obligations under this Agreement within ten days after written notice by Lone Butte to Advertiser, Lone Butte may terminate this Agreement immediately in addition to seeking any other available remedies. If suit is brought or an attorney is retained by either party to enforce the terms of this Agreement, the prevailing party shall be entitled to reimbursement for reasonable attorneys' fees and all related costs and expenses.

5) Indemnification. Advertiser shall indemnify, defend, and hold Lone Butte, the Gila River Indian Community (the "Community"), and the United States, and their employees, officers, and agents, harmless for, from, and against liability for all claims and liability related to or arising from Advertiser's use of the Display, including reasonable attorneys' fees. This obligation shall survive the expiration or termination of this Agreement.

6) Applicable Laws. Advertiser agrees to abide by all applicable laws, regulations, and ordinances of the Community and the United States now in force and effect or that may be hereafter in force and effect. Advertiser voluntarily submits to the regulatory and adjudicatory authority of the Community.

7) Miscellaneous. Advertiser shall not assign or transfer this Agreement. Notice given by the parties pursuant to this Agreement shall be in writing to the addresses specified above.

**"[lessee]"**

[lessee],  
an xx limited liability company dba  
[lessee]

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Date: \_\_\_\_\_

**"LONE BUTTE"**

**LONE BUTTE DEVELOPMENT, L.L.C,**  
a limited liability company chartered by the  
Gila River Indian Community

By: \_\_\_\_\_  
Esther Manuel, General Manager

Date: \_\_\_\_\_



**LONE BUTTE DEVELOPMENT, L.L.C.**  
**1235 S. AKIMEL LANE**  
**CHANDLER, ARIZONA 85226**

## **SIGN AGREEMENT**

**THIS SIGN AGREEMENT** (this "Agreement") is made as of the Commencement Date (defined below) between **LONE BUTTE DEVELOPMENT, L.L.C.**, a limited liability company chartered by the Gila River Indian Community ("Lone Butte"), 1235 S. Akimel Lane, Chandler, Arizona 85226, and [insert lessee], an Arizona limited liability company dba ("insert"), [billing address].

1) Initial Term. The initial term of this Agreement (the "Initial Term") shall be for a period of **five (5)** years commencing on the date that Lone Butte approves this Agreement (the "Commencement Date") and ending **five (5)** years thereafter, unless sooner terminated pursuant to this Agreement.

2) Additional Term. If [lessee] is not then in default of any term or condition of this Agreement, this Agreement may be extended at the option of [lessee] for an additional term of five (5) years (the "Additional Term") commencing at the expiration of the Initial Term, upon the terms and conditions of this Agreement then in effect. [lessee] shall provide written notice of its intent to exercise the option not more than nine months and not less than six months prior to the expiration of the Initial Term. The Initial Term and the Additional Term shall be collectively referred to as the "Term"

3) Use of Panel. During the Term, [lessee] may utilize one cabinet panel as depicted on Exhibit A (the "Panel") on the existing display sign located within the Lone Butte Industrial Park along Interstate 10 south of Sundust Road (the "Sign"). The initial advertising content of the Panel and any subsequent alterations shall be submitted to Lone Butte for prior written approval, such approval not to be unreasonably withheld. The parties acknowledge that the Panel is Lone Butte's personal property.

4) Access. During the Term, Lone Butte grants [lessee] a limited, nonexclusive license on, over, and across the portion of property on which the Sign is located as depicted on Exhibit B (the "License Area"), such license to be used by [lessee] solely for ingress and egress to and from the Sign necessary for [lessee]'s use, repair, and maintenance of the Panel. Before entering the License Area, [lessee] will provide Lone Butte at least 24 hours' prior notice.

5) Maintenance, Repair, and Improvements. [lessee] shall take the Panel "As Is" and shall be responsible for all costs related to its use of the Panel, including but not limited to the

{00042101 4}

costs to design and install its advertising on the Panel and to repair and maintain the Panel. [lessee] shall maintain the Panel in good order and repair. Lone Butte, the Community, and the Secretary of the Interior (the "Secretary") shall have the right to inspect the Panel at any and all reasonable times. If [lessee] desires to make any improvements to the Panel, such improvements shall be submitted to Lone Butte for prior written approval, such approval not to be unreasonably withheld. Any such improvements shall be performed in a good and workmanlike manner in compliance with applicable laws and building codes, and shall become part of the Panel and surrendered to Lone Butte at the expiration or termination of this Agreement; provided that Lone Butte may, at its option, require [lessee] to remove all or any part of such improvements by providing written notice to [lessee] within ten days after termination or expiration of this Agreement and [lessee] will perform the removal within ten days after such notice. [lessee] shall be responsible for obtaining any permits required for its use of the Panel. The obligations of this paragraph shall survive the expiration or termination of this Agreement.

6) Fee. [lessee] shall pay a sign usage fee in the amount of \$800.00 per month (the "Fee"), to be paid in advance beginning on the earlier of (i) 45 days after the Commencement Date or (ii) the installation of the Panel, and continuing on the first day of each month thereafter. In addition to the Fee, [lessee] shall reimburse Lone Butte monthly for the estimated reasonable cost of electrical power for using the Panel not to exceed \$150.00 per month plus any increases in electrical rates instituted by the utility company annually.

7) Fee Adjustment. The Fee shall be adjusted annually beginning on the first anniversary of the Commencement Date to reflect increases in the Consumer Price Index.

8) Indemnification. [lessee] shall indemnify, defend, and hold Lone Butte, the Community, and the Secretary, and their employees, officers, and agents, harmless for, from, and against liability for all claims and liability related to or arising from [lessee]'s use of the Panel, including reasonable attorneys' fees. This obligation shall survive the expiration or termination of this Agreement.

9) Damage or Destruction of Sign. If during the Initial Term, the Sign is destroyed or otherwise rendered unusable, either in whole or in part, such that the Panel cannot be used, then Lone Butte shall use reasonable business efforts to repair or restore the Sign to its previous condition, during which period the Fee shall abate. If Lone Butte is unable to repair or restore the Sign within six months after the date of such event, then this Agreement will terminate as of the date of such event and Lone Butte will pay [lessee] an amount equal to \$800.00 times the number of full years then remaining in the Initial Term. If such destruction occurs during the Additional Term, then Lone Butte has the option of terminating this Agreement as of the date of such event rather than repairing or restoring the Sign to its previous condition. Other than as set forth in this Paragraph 9, no damages, compensation, or claim shall be payable by Lone Butte to [lessee] arising from or in connection with any repair or restoration of the Sign.

10) Applicable Laws. [lessee] agrees to abide by all applicable laws, regulations, and ordinances of the Gila River Indian Community (the "Community") and the United States now in force and effect or that may be hereafter in force and effect. [lessee] voluntarily submits to the regulatory and adjudicatory authority of the Community. [lessee] agrees to abide by the Park Guidelines of Lone Butte now in force and effect or that may be hereafter in force and effect.



11) Default and Cure. If [lessee] fails to perform any of its obligations under this Agreement within ten days after written notice by Lone Butte to [lessee], Lone Butte may terminate this Agreement immediately in addition to seeking any other available remedies.

12) Miscellaneous. [lessee] shall not assign or transfer this Agreement or any right or interest in the Panel without the prior written approval of Lone Butte, which approval may not be unreasonably withheld. Subject to the foregoing sentence, this Agreement shall extend to and be binding upon [lessee]'s successors and assigns. If [lessee] requests an amendment, assignment, or transfer of this Agreement, [lessee] shall reimburse Lone Butte for its out-of-pocket costs and attorneys' fees incurred by Lone Butte in reviewing any such request. Notice given by the parties pursuant to this Agreement shall be in writing to the addresses specified above.

13) Dispute Resolution. Any dispute arising out of this Agreement, not resolved by negotiation between the parties, shall be resolved through binding arbitration conducted in Maricopa County, Arizona, except in emergency situations specified below. Either party may initiate the arbitration by giving written demand for arbitration to the other party, setting forth the nature of the claim or dispute, the amount involved, if any, and the remedy sought. The arbitration shall be subject to 25 U.S.C. § 415(f) and shall be conducted in accordance with the then-current Commercial Arbitration Rules of the American Arbitration Association except as such rules may contemplate state court jurisdiction. The arbitrator shall be knowledgeable in the subject matter of the dispute and shall be selected in accordance with the rules of the American Arbitration Association from panels maintained by the Association. In deciding any matter submitted to arbitration, the laws of the Community shall apply except to the extent superseded by or inconsistent with federal law. If there is no applicable Community or federal law, the arbitrator shall be guided by the laws of the State of Arizona. The judgment of the arbitrator may be entered in the United States District Court, District of Arizona as provided by 25 U.S.C. § 415(f). The fees and other expenses of the arbitrator and the reasonable attorneys' fees and other expenses incurred by the prevailing party shall be assessed against the non-prevailing party by the arbitrator and included in any award or decision. Any recovery against Lone Butte shall be limited to the assets of Lone Butte. For the sole purposes of this Agreement, Lone Butte hereby provides a limited waiver of any sovereign immunity it may enjoy with respect to controversies, claims, and/or causes of action arising out of or relating to this Agreement for the limited purpose of arbitration and related federal court jurisdiction and an emergency remedy in Community Court, each as set forth in this Paragraph 13. Lone Butte further acknowledges and agrees, pursuant to the foregoing express limited waiver of sovereign immunity, to submit to the jurisdiction of the arbitration panels described in this Paragraph 13 (or the Community Court in an emergency situation as described in this Paragraphs 13).

In an emergency situation, a party may pursue an emergency remedy in the Community Court. For the purposes of this Paragraph 13, an "emergency situation" includes a situation in which a party reasonably believes that an emergency remedy is necessary to protect that party's material rights and "emergency relief" includes a temporary restraining order, preliminary injunction or any other provisional remedy in which time is of the essence and speedy action is necessary to protect a party's material rights. The institution and maintenance of an emergency remedy shall not constitute a waiver of the right or elimination of the requirement to submit disputes to arbitration. Even if a party invokes an emergency remedy, the parties intend that the

involvement of the Community Court will be limited to those actions necessary to address the emergency situation and that, to the extent possible, the dispute will be resolved by arbitration.

**IN WITNESS WHEREOF**, the parties hereto execute this Agreement to be effective as of the Commencement Date.

**“LONE BUTTE”**

**LONE BUTTE DEVELOPMENT, L.L.C.**,  
a limited liability company chartered  
by the Gila River Indian Community

By: \_\_\_\_\_  
Esther Manuel, Manager

Date: \_\_\_\_\_

**“[lessee]”**

[lessee],  
an xxxxx company dba  
[lessee]

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## **EXHIBIT A**

[panel]



# APPENDIX G

## Lone Butte Water Schedule





# Water Rates and Fee Schedule



The water consumption rate is \$1.47 per gallon per 1,000 gallons. Fire service connections rates are listed below in the meter installation fees for new development and improvements. If you have any questions please call our office at 520-796-1033.

Meter Size	Charges
3/4"	\$25.00
1"	\$38.00
1-1/2"	\$50.00
2"	\$60.00
3"	\$75.00
4"	\$131.00
6"	\$200.00
8"	\$300.00
10"	\$375.00
12"	\$425.00

Hydrant Meter /Backflow Fees	
Monthly Hydrant Meter Rental Fee	\$100.00
Security Deposit (refundable upon payment of outstanding invoices)	\$1,500.00
Damaged backflow preventer and hydrant meter	\$2,000.00
Damaged Fire Hydrant	\$2,500.00

All new service connections will be a one time charge with the following fees in accordance with the Lone Butte Development L.L.C. water rate schedule.

## DOMESTIC/IRRIGATION

### METER INSTALLATION FEES FOR NEW DEVELOPMENT AND IMPROVEMENTS

#### Service Line Connection Fee

Line Size	Meter Cost	Admin Fee	Water Demand Charge	Total
3/4"	\$325.00	\$25.00	\$750.00	\$1,100.00
1"	\$425.00	\$25.00	\$1,000.00	\$1,450.00
1-1/2"	\$475.00	\$25.00	\$1,250.00	\$1,750.00
2"	\$525.00	\$25.00	\$1,500.00	\$2,050.00
3"	\$625.00	\$25.00	\$2,000.00	\$2,650.00
4"	\$725.00	\$25.00	\$2,500.00	\$3,250.00
6"	\$825.00	\$25.00	\$4,500.00	\$5,350.00
8"	\$925.00	\$25.00	\$6,500.00	\$7,450.00
10"	\$1,025.00	\$25.00	\$8,500.00	\$9,550.00
12"	\$1,125.00	\$25.00	\$10,500.00	\$11,650.00

### FIRE PROTECTION WATER FEES

FIRE LINE CONNECTION	
4"	\$600.00
6"	\$700.00
8"	\$800.00
10"	\$900.00
12"	\$1,000.00

FIRE DEMAND	
4"	\$2,500.00
6"	\$3,000.00
8"	\$3,500.00
10"	\$4,000.00
12"	\$4,500.00

\*rates and fees are subject to change 7/18/2017