

## Community Development Department Pre-Construction Meeting Agenda

### I. Introductions

Please be sure to sign the meeting roster sheet to confirm your attendance at the pre-construction meeting; include your e-mail address and contact phone number on the sign-in sheet.

### II. Project Scope

- A. Inspections are scheduled online <https://aca-prod.accela.com/TOS/Default.aspx>. Inspections can be scheduled up to 6pm for a next day inspection. All required building inspections should be listed on your permit card. Please let us know if you are missing an inspection item. Special requests may be accommodated on a case-by-case basis. Contact **Andrew Parkin**, at (520)400-0639/AParkin@sahuaritaaz.gov to coordinate.
- B. All fire reviews and fire inspections go through our office. Santa Rita Fire District handles fire reviews and fire inspections. Dennis Stiegleiter can be reached at (520)419-3863/DStiegleiter@drexelfire.org. Deferred fire sprinkler/fire alarm submittals must be reviewed prior to scheduling fire inspections.
- C. The following are examples of additional inspections and reports that may not be noted on the plans but may also be required:
  1. Third party structural, concrete, steel, field welding, masonry, epoxy bolting, etc.
  2. Sealed letter from Survey Engineer of record stating building location is per approved plan. Required for structure/ building location and FFE (when building or structure is free standing)
  3. Bacteriological test report for potable plumbing after fixtures are fixed
  4. Approved third party backflow test reports required for all backflow devices
  5. Certified (Engineer of record) report and testing for all on site sewer and drain installation
  6. Torque visually verified for connection terminations in or on electrical equipment (SES, Panelboards, Disconnects, etc.)
  7. Mechanical system test and balance report
- D. Typed panel schedules, labeling of all junction boxes and HVAC with circuit number, panel location, and voltage.
- E. Any substantial changes to the approved plans must be submitted to the Planning and Building Department for approval prior to scheduling or conducting inspections for those revisions.
- F. Noise ordinance per Town Code 8.30; provide a request to perform construction work 3 business days prior to start time (includes interior and exterior work). Complete Noise Waiver Form can be found on the Town of Sahuarita website. From April 15th to October 15th inclusive, concrete may be poured each day between the hours of 5:00 a.m. and 7:00 p.m. or at such other times as authorized by permit. From October 16th to April 14th inclusive, concrete may be poured each day between the hours of 6:00 a.m. to 7:00 p.m. or at such times as authorized by permit.
- G. Prior to the final inspection, approval from Public Works Department and Planning and Zoning Division will be required. Provide at least 72 hours' notice

### III. Adopted Codes

We have adopted the following 2018 International Codes: IBC, IECC, IFC, IMC, IPC, IFGC and the 2017 NEC, ADAAG, ANSI A117.1, 2012 Sahuarita Outdoor lighting Code (MORE RESTRICTIVE ZONE). Amendments to our local codes can be found on our website.

### IV. Final Certificate of Occupancy (C of O)

A Certificate of Occupancy is issued through the Community Development Department upon the completion and approval of all final inspections by all Town departments and all outside agencies. A temporary Certificate of Occupancy may be issued before the entire work is completed so the owner can occupy the building.

See attached handout for Temporary and Final C of O requirements.

## Planning & Zoning Division Pre-Construction Information

### Planning & Zoning Division's Role:

The Planning & Zoning Division is responsible for ensuring that the project meets the Zoning Code requirements. A P&Z inspector will be assigned to the project and will give the Zoning Final Inspection at the end of the project when it is time for the Final Certificate of Occupancy.

### Final Certificate of Occupancy:

- An approved Zoning Final Inspection is required for the Certificate of Occupancy (Zoning Finals are required to be scheduled at least 72 hours in advance).
- Planning & Zoning will be checking the following during the Zoning Final:
  - The site matches the approved Development Plan or site plan.
    - Items included but are not limited to, parking lot striping, bicycle parking, trash enclosures, rooftop equipment screening, screen walls, etc.
  - Landscaping, and that it has been completely installed and meets the approved Landscape Plan.
  - Building façade, and that it matches the approved color elevations.

### Revisions during construction:

- Any revisions proposed to the approved Development Plan, Landscape Plan or color elevations should be brought to P&Z as soon as possible. A determination of whether the change is significant enough to warrant a revision to the Development Plan, Landscape Plan or building elevations will be determined. Any changes made to the approved plans made on site could lead to a delay in the Final Certificate of Occupancy.

### Points of Contact:

Email: [sahuaritaplanning@sahuaritaaz.gov](mailto:sahuaritaplanning@sahuaritaaz.gov)

Phone: 520-822-8857



## MEMORANDUM

COMMUNITY DEVELOPMENT

**To:** Public in general  
**From:** Town of Sahuarita  
**Date:** October 31, 2024  
**Re:** Special Inspections

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If you would like to use a Third Party Special Inspector that is not on our list, they would need to be added. Submit a cover letter stating your qualifications to be a special inspector. This should include professional history, Registrations/ certifications, education, and training. List all special inspection areas in which you would like to perform special inspections. List your company name and registrant. Submit a resume with Professional qualifications, including history of significant/ relevant projects. This information should be emailed to [buildapps@sahuaritaaz.gov](mailto:buildapps@sahuaritaaz.gov).

Note per 2018 IBC Chapter 17 (Special Inspection) in regards to the special inspector approved agency qualifications.

### SECTION 1703

#### APPROVALS

**1703.1 Approved agency.** An approved agency shall provide all information as necessary for the *building official* to determine that the agency meets the applicable requirements specified in Sections 1703.1.1 through 1703.1.3.

**1703.1.1 Independence.** An *approved agency* shall be objective, competent and independent from the contractor responsible for the work being inspected. The agency shall disclose to the *building official* and the *registered design professional in responsible charge* possible conflicts of interest so that objectivity can be confirmed.



# Town of Sahuarita Approved List of Registrants Responsible for Special Inspections

All employed special inspectors are required to be certified in the area of inspection in accordance with SISOP 7.01.

See below for medical gas.



<b>APPROVED REGISTRANT</b>	<b>COMPANY</b>	<b>Concrete/ shotcrete/ gunitite</b>	<b>Masonry/earthen structure</b>	<b>Wood/ Strawbale</b>	<b>Engineered Foundations</b>	<b>Expan/Epoxy/Rock Anchors</b>	<b>High-Strength Bolts</b>	<b>Welding/ Steel Frame</b>	<b>Existing Structures</b>	<b>Membrane Structures</b>	<b>Electrical/ Lighting</b>	<b>Mechanical/ Plumbing</b>	<b>Geo-Technical</b>	<b>Spray Fireproofing</b>	<b>Nuclear Density</b>
Barry, John, P.E.	Copper Creek Engineering Co.	C	C	C	C	C			C						
Borchers, Brent M., P.E.	Terracon	C	C		C	C	C	C					C		C
Broderick, Greg S., P.E.	Broderick Engineering LLC	C	C			C	C	C						C	
Dzurick, William A., P.E.	Schneider & Associates	C	C	C	C	C	C	C	C	C					
Evanoff, James W., P.E.	Pattison-Evanoff Engineering, LLC	C	C		C	C	C	C	C	C			C		C
Gervasio, Joseph A., P.E.	Gervasio & Associates, Inc.	C	C	C	C	C	C	C	C						
Harris, Randall D., P.E.	Western Technologies, Inc.	C	C	C	C	C	C	C	C				C	C	C
Hayes, David P.E.	ATL, INC.	C	C		C	C	C		C				C	C	C
Heinecke, Justin M., P.E., R.G.	Western Technologies, Inc.	C	C		C	C	C	C	C				C		C
Hernandez, Rafael. P.E.	Kleinfelder	C	C		C	C	C	C	C				C		C
Jennings, William, P.E.	Emerson Network Power										C				
Lundwall, Dan R., P.E.	Structural Concepts, Inc.	C	C	C	C	C		C							
Lysyj, Oleg, P.E.	Terracon	C	C		C	C	C	C					C		C
Nzomo, Paul K., P.E.	Coronado Eng. & Development Inc.	C	C		C	C							C		C
Mane, Sandeep A., P.E.	Abn Engineering, LLC	C	C		C	C	C	C							
Martinez, Dominique	ALTA E & I	C			C		C								C
Martinez, Rene	Talavera Engineering & Construction	C	C	C	C	C			C						
Marquez, Guillermo M., P.E.	ConformaTECH	C	C	C	C	C	C	C	C				C		C
McGetrick, Jerome E., P.E.	Jerome E. McGetrick & Associates										C				
Money, Alan E., P.E.	AmmTec Consulting, Inc.	C	C		C	C			C	C			C		
Osman. Ibrahim M. P.E.	Osman Engineering PLLC	C	C		C	C	C	C					C		
Owen, Michael C.R., P.E.	LeadStart, LLC	C	C		C	C	C	C	C				C		C
Owens, Mark, P.E.	Emerson Network Power										C				
Pattison, Ralph M., P.E.	Pattison-Evanoff Engineering, LLC	C	C		C	C	C	C	C	C			C		C

(R = Approved for Residential only C = Approved for Residential or Commercial) \*\*\*See BTR (Board of Technical Registration)

# Town of Sahuarita Approved List of Registrants Responsible for Special Inspections

All employed special inspectors are required to be certified in the area of inspection in accordance with SISOP 7.01.

See below for medical gas.



<b>APPROVED REGISTRANT</b>	<b>COMPANY</b>	<b>Concrete/ shotcrete/ gunitite</b>	<b>Masonry/earthen structure</b>	<b>Wood/ Strawbale</b>	<b>Engineered Foundations</b>	<b>Expan/Epoxy/Rock Anchors</b>	<b>High-Strength Bolts</b>	<b>Welding/ Steel Frame</b>	<b>Existing Structures</b>	<b>Membrane Structures</b>	<b>Electrical/ Lighting</b>	<b>Mechanical/ Plumbing</b>	<b>Geo-Technical</b>	<b>Spray Fireproofing</b>	<b>Nuclear Density</b>
Pawloski, Anthony R., P.E.	ProTeX	C			C	C	C	C	C	C			C		
Paul M. Kukla, P.E., S.E.	Same	C	C	C	C	C	C	C	C	C					
Pretti, Clyde L., P.E.	ConformaTECH	C	C	C	C	C	C	C					C	C	
Quinette, Jeff A., P.E.	Structural Solutions, Inc.	C	C	C	C	C	C	C	C						
Reed, Bryan, P.E.	Terracon	C	C		C	C	C	C					C		C
Schneider, Ronald H., P.E.	Schneider & Associates	C	C	C	C	C	C	C	C	C					
Scott, Paul G., P.E., S.E.	Caruso Turley, Scott Structural Engineers	C	C		C	C	C	C	C				C	C	C
Seppala, Paul, P.E.	Broderick Engineering LLC	C	C			C	C	C						C	
Stevenson, George R., P.E.	Structural Concepts, Inc.	C	C	C	C	C		C	C						
Stoker, Ryne C., P.E.	GeoTek	C	C		C	C	C	C	C				C	C	C
Talavera, Mardonio	Talavera Design & Construction	C	C	C	C	C			C						
Tembo, Jones., P.E.	LeadStart, LLC	C	C		C	C	C	C	C				C		C
Turney, Stanley , P.E.	Terracon	C	C		C	C	C	C					C	C	C
Walker, W. Kevin	Southern Arizona Testing Lab	C				C							C		C
Wells, Jason, P.E.	Speedie and Associates	C	C		C	C	C	C					C	C	C
Wendt Ryan, P.E.	Broderick Engineering LLC	C	C			C	C	C						C	
Pudwell, Timothy P.E.	Carollo Engineers, Inc.	C	C	C	C	C	C		C	C			C	C	
Keizer, Richard P.E.	RNK, Inc. Structural Engineers	C	C		C	C	C	C		C					

(R = Approved for Residential only C = Approved for Residential or Commercial) \*\*\*See BTR (Board of Technical Registration)

# Town of Sahuarita Approved List of Registrants Responsible for Special Inspections

All employed special inspectors are required to be certified in the area of inspection in accordance with SISOP 7.01.  
See below for medical gas.



APPROVED REGISTRANT	COMPANY	Concrete/ shotcrete/ gunite	Masonry/earthen structure	Wood/ Strawbale	Engineered Foundations	Expan/Epoxy/Rock Anchors	High-Strength Bolts	Welding/ Steel Frame	Existing Structures	Membrane Structures	Electrical/ Lighting	Mechanical/ Plumbing	Geo-Technical	Spray Fireproofing	Nuclear Density

# Town of Sahuarita Approved List of Medical Gas Verifiers Responsible for Special Inspections

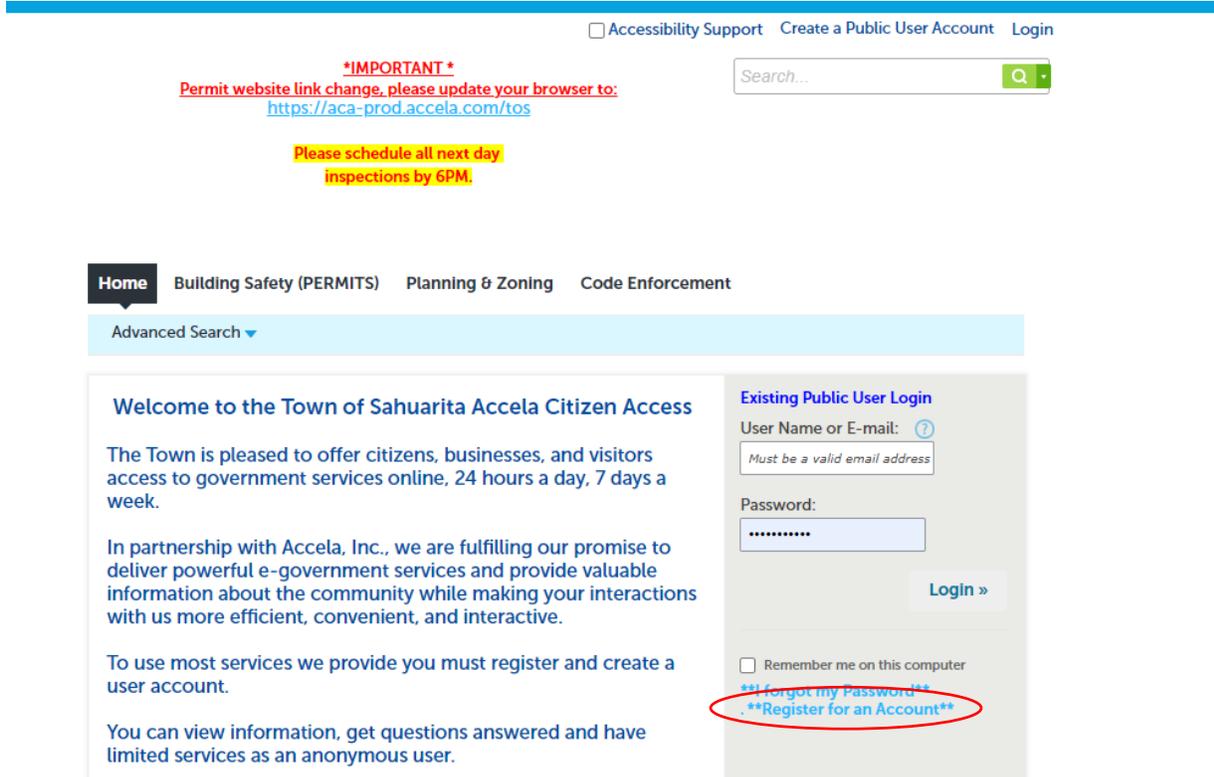
All employed special inspectors are required to be certified in the area of inspection in accordance with SISOP 6.01 Section 6.01.5.5.

Verifier	Company

(R = Approved for Residential only C = Approved for Residential or Commercial) \*\*\*See BTR (Board of Technical Registration)

## How to Create an Accela Account

1. **Open the following website:** <https://aca-prod.accela.com/TOS/Default.aspx>
2. **Click on Register Account**



The screenshot shows the top navigation bar with links for Accessibility Support, Create a Public User Account, and Login. A search bar is present with a magnifying glass icon. A red banner contains the text: **\*IMPORTANT\*** Permit website link change, please update your browser to: <https://aca-prod.accela.com/tos>. Below this, a yellow banner reads: Please schedule all next day inspections by 6PM.

The main navigation menu includes: Home, Building Safety (PERMITS), Planning & Zoning, and Code Enforcement. An Advanced Search dropdown is also visible.

The main content area is titled "Welcome to the Town of Sahuarita Accela Citizen Access". It contains the following text:  
The Town is pleased to offer citizens, businesses, and visitors access to government services online, 24 hours a day, 7 days a week.  
In partnership with Accela, Inc., we are fulfilling our promise to deliver powerful e-government services and provide valuable information about the community while making your interactions with us more efficient, convenient, and interactive.  
To use most services we provide you must register and create a user account.  
You can view information, get questions answered and have limited services as an anonymous user.

On the right side, there is a "Existing Public User Login" section with the following fields:  
User Name or E-mail: (with a help icon and the note "Must be a valid email address")  
Password: (with a masked input field)  
A "Login »" button is located below these fields.  
Below the login section, there is a checkbox for "Remember me on this computer".  
Two links are visible: **\*\*I forgot my Password\*\*** and **\*\*Register for an Account\*\***, with the latter link circled in red.

3. **Agree to terms and Continue Registration**

## Account Registration

You will be asked to provide the following information to open an account:

- Choose a user name and password
- Personal and Contact Information
- License Numbers if you are registering as a licensed professional (optional)

Please review and accept the terms below to proceed.

### General Disclaimer

While the Town of Sahuarita attempts to keep its Web information accurate and timely, the Town of Sahuarita neither warrants nor makes representations as to the functionality or condition of this Web site, its suitability for use, freedom from interruptions or from computer virus, or non-infringement of proprietary rights. Web materials have been compiled from a

I have read and accepted the above terms.

Continue Registration »

4. **Fill out all required information /click on add new under contact information and select correct contact type (Applicant/Contractor/inspection contact/organization/property owner/tenant)**

## Account Registration Step 2: Enter/Confirm Your Account Information

\* indicates a required field.

### Login Information

Enter your User Name and Password. You must also enter an email address.

\* User Name:

\* E-mail Address:   
*Must enter a valid email address*

\* Password:

\* Enter Password Again:

\* Enter Security Question:

\* Security Question Answer:   
*(20 characters maximum)*

\* Mobile Phone:

### Contact Information

Please select whether you are registering as an individual or as an organization (business) and enter your contact information.

[Add New](#)

[Continue Registration »](#)

#### Select Contact Type ×

There are two types of contacts: Applicant and Organization (Business), please indicate which best applies to you and select.

Click on "Continue" to continue entering details of the contact on the next page.

\* Type:

[Continue](#) [Discard Changes](#)

5. Fill out the required Contact Information/scroll to bottom and click Continue

## Contact Information

\* City:  \* State:  \* Zip:

Home Phone:  Mobile Phone:

Fax:  Preferred Phone:

\* E-mail:

### ▼ Contact Addresses

[Add Additional Contact Address](#)

To edit a contact address, click the address link.

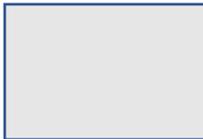
Showing 0-0 of 0

Action	Address Type	Address	Status	Start Date	End
No records found.					

[Continue](#) [Clear Form](#) [Discard Changes](#)

## 6. Click Continue Registration at the bottom of the screen

✔ Contact added successfully.



### ▶ Contact Addresses

[Add Additional Contact Address](#)

To edit a contact address, click the address link.

Showing 0-0 of 0

Action	Address Type	Address	Status	Start Date	End
No records found.					

[Continue Registration »](#)

- You should receive a screen with this message. You have completed the process you can now apply for your building permit. If you have any questions or issues with this process please contact us at 520-822-8866 or e-mail [buildapps@sahuaritaaz.gov](mailto:buildapps@sahuaritaaz.gov)**

**Home**

Building Safety (PERMITS)

Planning & Zoning

Code Enforcement

Advanced Search ▼



Your account has been created successfully. You can login immediately using your User Name and Password

Congratulations. You have successfully registered an account.

Account Information

## How Schedule an Inspection in Accela

1. Open the following website: <https://aca-prod.accela.com/TOS/Default.aspx>
2. Login to Existing account
  - a. If you do not have an account, please see the how to create an Accela account document
3. You need to open the permit you are trying to schedule the inspection for. If the permit does not appear on your dashboard you can search it with the green magnifying glass

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Logged in as: Heather Diaz   Collections (0)    Cart (0)   [Account Management](#)   [Logout](#)

**\*IMPORTANT\***  
Permit website link change, please update your browser to:  
<https://aca-prod.accela.com/tos>

Please schedule all next day inspections by 6PM.



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**Home**   Building Safety (PERMITS)   Planning & Zoning   Code Enforcement

Dashboard   My Records   My Account   Advanced Search ▾

Hello, Heather Diaz

**Saved In Cart (0)**   [View Cart](#)

There are no items in your shopping cart right now.

**My Collection (0)**   [View Collections](#)

You do not have any collections right now.

**Work in progress**    [View All Records](#)

Record Name	Record ID	Module	Creation Date	Action
Residential Alteration	21TMP-001499	Building	7/19/2021	<a href="#">Resume Application</a>

4. Click on the record info drop down and select inspections

Home **Building Safety (PERMITS)** Planning & Zoning Code Enforcement

Create a Permit Application Search Permit Applications more ▾

Permit Number S  
Residential Solar  
Permit Status: Issued  
Permit Expiration Date: 01/10/2022

Add to cart  
Add to collection

Record Info ▾ Payments ▾ Conditions 1 Custom Component

Permit Details  
Processing Status  
Related Records  
Attachments  
Inspections

Added to this record on 07/01/2021.  
Ability Locate Severity: Notice  
Ins: 1 (Notice: 1) View Condition

14209 S VIA ABARCA  
SAHUARITA AZ 85629

Permit Details

5. Do not click on the schedule or request an Inspection link at the top. Find the inspection you are trying to schedule in the list (there may be several pages to scroll through) click on the actions drop down and select schedule.

Inspections

Upcoming (7)  
**Schedule or Request an Inspection**  
Click the link above to schedule or request one.

TBD at TBD Pending Electrical Intermediate (18701135) Inspector: <i>unassigned</i>	Actions ▾
TBD at TBD Pending Grounding Electrode (18701134) Inspector: <i>unassigned</i>	Actions ▾
TBD at TBD Pending Electrical Service Upgrade (18701133) Inspector: <i>unassigned</i>	Actions ▾
TBD at TBD Pending Roof Nailing (18701132) Inspector: <i>unassigned</i>	Actions ▾
TBD at TBD Pending PV Meter (DGC) (18701131) Inspector: <i>unassigned</i>	Actions ▾

< Prev 1 2 Next >

**6. Select your inspection date and continue**

- a. Inspection requests for the next business day must be made before 6:00PM

## Schedule / Request an Inspection

Inspection type:

To continue, select an inspection date by clicking a date link on the calendar below:

Jul 2021							Aug 2021							Sep 2021				
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th
			1	2	3		1	2	3	4	5	6	7				1	2
4	5	6	7	8	9	10	8	9	10	11	12	13	14	5	6	7	8	9
11	12	13	14	15	16	17	15	16	17	18	19	20	21	12	13	14	15	16
18	19	20	21	22	23	24	22	23	24	25	26	27	28	19	20	21	22	23
25	26	27	28	29	30	31	29	30	31					26	27	28	29	30

« Prev

Continue

Cancel

**7. You must select all day and continue**

## Schedule / Request an Inspection

below:

Jul 2021							Aug 2021							Sep 2021				
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th
			1	2	3		1	2	3	4	5	6	7				1	2
4	5	6	7	8	9	10	8	9	10	11	12	13	14	5	6	7	8	9
11	12	13	14	15	16	17	15	16	17	18	19	20	21	12	13	14	15	16
18	19	20	21	22	23	24	22	23	24	25	26	27	28	19	20	21	22	23
25	26	27	28	29	30	31	29	30	31					26	27	28	29	30

« Prev

Available Times for Wednesday, Jul 21 2021

All Day

Continue

Cancel



## 8. Verify the information is correct and Continue

# Schedule / Request an Inspection x

*Inspection type:*

**Location and Contact**

Verify whether the location and contact person for the selected inspection are correct.

Location

Contact

[Change Contact](#) ▾

 [Continue](#)

[Back](#)

[Cancel](#)

## 9. If you would like to leave a note for the inspector you can now select include Additional Notes if you do not want to leave a note or instructions you can click finish and your inspection will be scheduled

### a. Helpful Notes

- i. Contact name/phone number
- ii. Request AM/PM inspection
- iii. Lockbox code/location

# Schedule / Request an Inspection x

**Confirm Your Selection**

Please confirm the details below and click the Finish button to schedule the inspection.

**Inspection Type:** Electrical Intermediate  
**Date and Time:** 07/21/2021  
**Location:** 14209 S VIA ABARCA  
SAHUARITA AZ 85629  
**Contact:** 6028887196

 [Include Additional Notes](#)

Schedule / Reschedule:

Reschedule must be made before 06:00 PM.

Cancellations must be made before 12:00 AM.

 [Finish](#)

[Back](#)

[Cancel](#)

**Town of Sahuarita**  
**Community Development Department**  
 375 W. Sahuarita Center Way  
 Sahuarita, Arizona 85629  
 Phone: 520-822-8853  
<http://www.sahuaritaaz.gov>



## CONSTRUCTION NOISE WAIVER APPLICATION

Sahuarita Town Code Section 8.30.020 authorizes the Town Manager or his/her designee to grant a permit for after-hours construction noise, defined as construction noise taking place outside of the hours of 6:00 a.m. to 6:00 p.m. Concrete pours may take place between 5:00 a.m. and 7:00 p.m. from April 15-October 15 and from 6:00 a.m. to 7:00 p.m. from October 16-April 14 without an after-hours permit. The Town Manager has designated the Community Development Director for review and approval of after-hours construction noise waiver permits, including after-hours concrete pours.

Conditions for All Approvals:

- Construction traffic is limited to major streets. Use of residential neighborhood streets is prohibited.
- Maximum practical distance shall be maintained between residences and work sites.
- Residents within 500 feet will be notified by contractor at least 18 hours in advance of the after-hours work and shall be provided with a 24-hour contractor contact name and phone number.
- This permit may be immediately revoked if the Town receives complaints that cannot be resolved.

<b>Applicant Name:</b>	
Company:	
Phone:	Email:
<b>24-hour Site Contact Name:</b>	
Phone:	Email:
<b>Project Name:</b>	
<b>Project Address:</b>	
<b>Is project located with 500 feet of a residence?</b>	Yes      No

## **REQUIRED DOCUMENTS TO SUBMIT:**

Incomplete applications will not be accepted.

1. A completed Construction Noise Waiver Application form
2. Rationale letter explaining the reason the work must be done outside the allowable times, the expected noise impacts, and the mitigation measures that will be taken to minimize impact on surrounding areas
3. Construction schedule including a complete list of dates, start times, and anticipated durations
4. Site plan showing distance to residential and non-residential uses
5. Copy of notification letter or door hanger or any concrete pours or related work that is within 500 feet of a residential area. The notification must state the impacted area of work activity and include the 24-hour contact name and phone number. The contractor is required to distribute the notification once approval has been granted.

## **PROCESS:**

A response to your request is typically given within three (3) working days of receiving the complete application. If you are near occupied residences, please allow additional time for research and notification.

1. Contractor completes and submits application to the Community Development Director via email: [SahuaritaPlanning@sahuaritaaz.gov](mailto:SahuaritaPlanning@sahuaritaaz.gov).
2. Application is reviewed by staff. Review includes:
  - a. Staff confirms whether the location is near a residential development.
  - b. Staff confirms whether notification flyers have the correct information.
  - c. Staff confirms whether noise complaints have been received for the same project.
  - d. Staff coordinates final decision with affected Town Departments. For potentially contentious noise waiver requests, the Town Manager will be involved in the decision-making process.
3. Staff contacts the applicant to process payment. The fee as established by Town Code is \$25.00.
4. Decision is provided to the applicant/contractor in writing and is one of the following:
  - a. The Construction Noise Waiver Application is approved as requested;
  - b. The Construction Noise Waiver Application is denied;
  - c. The Construction Noise Waiver Application is approved with conditions.
5. If approved, staff will provide the applicant with a list of addresses within 500' that require notification.

If you have any questions or require assistance throughout the application process, you may contact Planning and Zoning at (520) 822-8857 or by email at [SahuaritaPlanning@sahuaritaaz.gov](mailto:SahuaritaPlanning@sahuaritaaz.gov).

**Note: Any Construction Noise Waiver permit may be immediately revoked if the Town receives a complaint that cannot be resolved.**

**Town of Sahuarita**

**AMENDMENTS TO THE  
2018 INTERNATIONAL BUILDING CODE**

**Section 101.1 Title.** Revise as follows:

Insert: [NAME OF JURISDICTION] as, “Town of Sahuarita, AZ”

**Section 101.4 Referenced codes.** Revise as follows:

Delete paragraph and replace with:

“The other codes listed in Sections 101.4.1 through 101.4.9, as locally amended, and referenced elsewhere in this code shall be considered part of the requirements of this code to the prescribed extent of each such reference.”

**Section 101.4.3 Plumbing.** Revise as follows:

Delete the last sentence “The provisions of the *International Private Sewage Disposal Code* shall apply to private sewage disposal systems.”

**Section 101.4.7 Existing buildings.** Revise as follows:

Delete the section in its entirety and replace with:

“**Section 101.4.7 Electrical.** The provisions of the *National Electrical Code* shall apply to the installation of electrical systems, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and appurtenances thereto.”

Add the following section:

“**Section 101.4.8 Outdoor lighting.** The provisions of the Sahuarita Outdoor Lighting Code shall apply to all new construction, additions and alterations to land uses, developments, buildings, structures and light fixtures.”

Add the following section:

“**Section 101.4.9 Swimming pools, spas and hot tubs.** The provisions of the *International Swimming Pool and Spa Code* shall apply to all private swimming pools.

**Section 104.10 Modifications.** Revise as follows:

Add to the end of the paragraph:

“Requests for modifications shall follow the appeal process per Sahuarita Town Code, Title 15.”

**Section 105.1.1 Annual permit.** Revise as follows:

Add the following to the end of the paragraph:

“The applicant for the registered plant annual permit shall be an architect registered in the State of Arizona and who shall be directly responsible for compliance with this code with respect to all work, which would otherwise require a permit. This person will need to be approved by the building official. All new applications need to be accompanied by a complete set of plans of affected buildings with a scope of work and operations section clearly outlined. Annual registered plant permits shall not be granted for buildings or facilities not currently operating under a valid certificate of occupancy.

Fees for annual permits shall expire on December 31st of each year and will need to be renewed and approved for registered plant status to be maintained. The permit will be suspended if the

registered and approved applicant becomes no longer employed by the registered plant. If this occurs, the plant will need to notify the building official and call for immediate inspection on any ongoing work until such time that a replacement registrant is approved by the building official. Annual permits may be revoked at any time by the building official when failing to comply with requirements.

A summary report of all work done under the registered plant registration shall be prepared by the registered architect and submitted annually to the building official. Work conducted under the registered plant annual permit may be reviewed and inspected by the building official while the work is in progress or on an annual basis.

The following work is not to be covered within the scope of the annual permit and shall require separate permitting:

1. Any work creating a different occupancy group for all or any portion of a building.
2. Any work creating a different building type for all or any portion of a building.
3. Any work which adds, alters, removes or penetrates required fire walls or barriers, exit courts, exit passageways or horizontal exits.
4. Any work which modifies load bearing structures.”

**Section 105.2 Work exempt from permit.** Revise as follows:

**Building:**

1. Delete, “120 square feet (11m<sup>2</sup>),” and replace with, “200 square feet (18.58m<sup>2</sup>).”
2. Add “and masonry or concrete walls not over 6 feet (1829 mm) high, which do not retain earth,” after, “Fences not over 7 feet (2134 mm) high.”
5. Add second sentence “Water tanks no greater than 1000 gallons, directly supported on grade, regardless of aspect ratio.”
6. Delete “Sidewalks and driveways,” and replace with, “Decks and non-structural flatwork,”
9. Delete, “24 inches (610 mm),” and replace with, “18 inches (457 mm),”

Add the following item numbers:

- “14. Any work accomplished under the direction of and owned and controlled by the United States of America or the State of Arizona.
15. Devices used in manufacturing, processing, or fabricating normally considered as involved in industrial plants.
16. Tents or membrane structures provided the area does not exceed 400 square feet or 700 square feet if a minimum of two sides are open.
17. Re-roofing of existing buildings with similar materials regardless of value.
18. Detached ramadas/gazebos not greater than 200 square feet (18.58m<sup>2</sup>) and not containing any electrical, mechanical, plumbing or stairs.”

**Electrical.**

Add fourth paragraph section to read:

**“Other items:**

1. Power for amusement devices and carnival rides in place on a site for less than 30 calendar days and not connected to a utility company’s facilities.
2. Repair or replacement of fixed motors and transformers of the same type and rating in the same location.
3. Temporary decorative lighting.
4. Repair or replacement of current-carrying parts of any switch, contactor, control device, or overcurrent device of the required capacity in the same location.

5. Electrical wiring, devices, appliances, apparatus or equipment operating at less than 25 volts and not capable of supplying more than 50 volt-amps of energy.
6. Devices used in manufacturing, processing or fabricating.”

**Mechanical.** Add new item number 8 as follows:

“8. Replacement of evaporative coolers with like coolers.”

**Section 105.3 Application for permit.** Revise as follows:

Add item 8 as follows:

“8. Identify the name of the person or contractor who will perform the work. When a licensed contractor is required by A.R.S., identify the license number or state the exemption of A.R.S. 32-1121 claimed which exempts the requirement for a licensed contractor to do the proposed work.”

**Section 109.2 Schedule of permit fees.** Revise as follows:

Delete “in accordance with the schedule as established by the applicable governing authority” and replace with “in accordance with the schedule as established in the Sahuarita Town Code, Title 3.”

**Section 109.4 Work commencing before permit issuance.** Revise as follows:

Delete “shall be subject to a fee established by the building official that shall be in addition to the required permit fees.” and replace with “shall be subject to a fee as established in the Sahuarita Town Code, Title 3.”

**Section 109.6 Refunds.** Revise as follows:

Delete the sentence “The building official is authorized to establish a refund policy.” and replace with:

“The building official shall be permitted to authorize refunding of a fee paid hereunder which was erroneously paid or collected. When the owner or the owner’s authorized representative requests a permit be cancelled, the building official shall be permitted to authorize refunding of not more than 80 percent of the building permit fees paid when no work has been done under a permit issued in accordance with this code and the permit has not expired. The building official shall be permitted to authorize refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any examination time has been expended and the application has not expired.

The building official shall not be permitted to authorize refunding of any fee paid except upon written application filed by the original permit applicant.”

**Section 111.2 Certificate issued.** Revise as follows:

Add a new sentence at the end of the section to read:

**“Exception:** Approved final inspections for group “U” occupancy structures shall constitute the certificate of occupancy.”

Add the following section:

**“111.3.1 Occupancy bonds required.**

Written assurance of compliance with this code, with the condition of temporary occupancy granted by the building official, and with the temporary occupancy time limit shall consist of a cash deposit or a performance bond in the penal sum of one thousand dollars (\$1,000.00) or the amount equal to one percent (1%) of the value determined pursuant to Section 109.3, whichever is greater but not to exceed ten thousand dollars (\$10,000.00), payable to the jurisdiction and executed by a surety company qualified to execute surety bonds in the State of Arizona. Each bond shall be joint and several and conditioned that the principal in the bond will faithfully conform to this code for which the temporary occupancy authorization is to be issued. The principal and surety named in such

bond shall be jointly and severally bound unto the jurisdiction, and to any and every other person aggrieved or damaged by any breach of the condition of the bond. The bond shall not be void upon any recovery or recoveries totaling less than the whole penalty but may be used and recovered upon from time to time until the whole penalty is exhausted. The term of the obligation of such bond shall be for a period that the authorization is outstanding and may be held for thirty days thereafter when required by the building official, except that if at the expiration of said thirty days, the jurisdiction has reason to believe that there is an action or claim impending or that there is a legal action pending which relates to the bond, the jurisdiction shall retain the bond until final disposition of such matter or matters.

**Exception:** Owner built/owner occupied single family dwellings.”

Add the following section:

**"112.1.1 Service conductors.** All service conductors, power and communication, shall be installed underground for all new construction. The requirement for underground conductors may be waived by the Building Official where:

1. Existing buildings on the block are served with overhead conductors or where a lot to be constructed upon is one of three or fewer abutting vacant lots making up less than 40 percent of the total acreage of the block (not including street or right-of-way) or where a vacant area is less than 60,000 square feet.
2. The installation, when compared to the use of overhead conductors, would create a hazard or not be feasible. A feasibility study will be required at the time the request for waiver is made.

Add the following section:

**"112.2.1 Construction power.** Construction power is granted under the jurisdiction for convenience during construction. Construction power may be from either temporary power poles or through the permanent power panel. Each 120 volt circuit used for construction power shall be GFCI protected. Construction power may be revoked at any time upon cause by the building official.”

**Section 113 Board of Appeals.** Revise as follows:

Delete this section, and all subsequent subsections, in its entirety and replace with:

“The means of appeal shall conform to Title 15 of the Town of Sahuarita Code.”

**Section 202 Definitions.** Revise as follows:

**Swimming Pool.** Delete “24 inches (610 mm),” and replace it with “18 inches (457 mm).”

**308.2 Institutional Group I-1.** Revise as follows:

Delete “for more than 16 persons,” and replace with:

“for more than ten persons,”

**308.2.3 Six to sixteen persons receiving care.** Revise as follows:

Delete section (in its entirety) and replace with:

**“308.3.2 Six to ten persons receiving care.** A facility such as above, housing at least six and not more than 10 persons receiving such care, shall be classified as Group R-4.”

**310.5 Residential Group R-4.** Revise as follows:

Delete “more than five but not more than 16 persons,” and replace with:

“more than five but not more than 10 persons,”

**[F] Section 903.3.1.3 NFPA 13D sprinkler system.** Revise as follows:

Add the following at the end of the paragraph:

“Automatic sprinkler systems shall provide coverage for attached garages and under the horizontal projections of any part of the roof enclosed on 3 sides and greater than 4 feet in depth.

**Table 1505.1 Minimum Roof Covering Classification for Types of Construction.** Revise as follows:

Footnote a. Delete “in accordance with the *International Wildland-Urban Interface Code* or”

**Section 1609.1.1 Determination of wind loads.** Revise as follows:

Add the following after the last paragraph:

“Per the Basic Wind Speed Figures, use the following:

- Risk Category I – 100 mph.
- Risk Category II – 105 mph.
- Risk Category III – 110 mph.
- Risk Category IV – 115 mph.”

Add the following section:

**“Section 1609.5.1.1 Uplift resistance to minimize microburst effects.** In addition to requirements in ASCE 7, minimum uplift resistance shall be determined by either method 1 or 2 below:

### **1. Design-based wind uplift criteria**

Wind uplift requirements shall be determined by using the design wind value of 110 mph within Table 2308.7.5 for the continuous load path transmitting the uplift forces from the rafter or truss ties to the foundation.

### **2. Prescriptive-based wind uplift criteria**

(Please note that the requirements of this section are in addition to those required for the structural connection of wood members).

#### **2.1. Conventionally-framed wood or cold-formed steel structures**

All bearing wall vertical connections shall be made with either approved structural sheathing or approved fasteners to provide a continuous load path from the joist or truss through the ledger or top plate to the bottom wall plate. Where fasteners are used, they shall be minimum Simpson H2.5 (A34 at ledger), or equivalent load capacity, of configuration to match connection and spaced at intervals not to exceed 24 inches (610 mm). At openings, lower cripple studs do not require fasteners but king/trimmer studs require double fasteners at bottom and upper cripples require both full fasteners to header as well as header to king stud. All platform framing requires either fasteners listed for the purpose or continuous sheathing over rim joist from stud to stud vertically at each floor level. All non-bearing exterior walls shall be fastened as above except that the spacing may be extended not to exceed every other stud.

#### **2.2. Masonry or concrete structures**

If lateral design requires larger anchors or more conservative spacing, these may be used in lieu of those called out in this section.

##### **2.2.1. Roof bearing on wall top plate**

Top plates shall be secured to masonry or concrete walls with minimum 0.5 inch anchor bolts embedded minimum 7” and spaced at intervals not to exceed 48 inches. Each joist or truss shall be fastened to plate at bearing with minimum

Simpson H2.5 or equivalent load capacity and of configuration to match connection. Gable end joists or trusses shall also be fastened at intervals not to exceed 48 inches.

### **2.2.2. Roof bearing on wall ledger**

Joists or trusses bearing on a wall ledger shall be secured to masonry or concrete walls with minimum Simpson PAI23 purlin anchors or equal with equivalent load capacity listed for the application and embedded into wall per listing at intervals not to exceed 48 inches. Nonbearing roof diaphragm edges shall have the outermost joist or truss likewise anchored to the wall through blocking.

### **2.3. Structural steel structures**

Structural steel buildings shall have roof members attached by either welds, bolts, screws or other similarly approved connections at intervals not to exceed 48". Ledger designs shall connect to roof trusses with fasteners listed for the purpose at intervals not to exceed 48 inches on all diaphragm sides. If lateral design requires larger anchors or more conservative spacing, these may be used in lieu of those called out in this section."

ADD new Section 1610.1.1 to read:

**Section 1610.1.1 Presumptive active pressure:** For typical unsaturated soils, a presumptive active lateral pressure of 35 psf per foot of depth may be used without a geotechnical report for walls not exceeding 6 feet in height. Level backfill is assumed with this active pressure. Surcharges shall be applied as necessary.

**Section 1612.3 Establishment of flood hazard areas.** Insert: [name of jurisdiction] as "Flood Insurance Study for Pima County, Arizona and Incorporated Areas" and insert: [date of issuance] as "February 8, 1999 with accompanying flood insurance rate maps (FIRMs) dated June 16, 2011, and floodplain management regulations for Pima County dated November 21, 2005, and all subsequent amendments and/or revisions."

**Section 1704.5 Masonry construction.** Revise as follows:

Add Exception 4:

**"Exception 4:** Nonessential facilities designed in accordance with Section 2107 with allowable masonry stresses reduced by one half and the maximum value of  $f'_m$  limited to 1500 psi for concrete or clay masonry. The following limitations shall apply to this exception:

1. The unsupported height (or length)-to-thickness ratio of a building wall shall not exceed 20.
2. The soil retaining height for a retaining wall shall not exceed 4'-0" measured from the top of footing for an 8-inch-thick wall or 6'-0" for a 12-inch-thick wall.
3. The height-to-thickness ratio shall not exceed 10 for a cantilevered masonry fence or combination masonry fence and retaining wall as measured from the top of footing to the top of wall. If a combination retaining/fence wall consists of more than one wall thickness, the smallest thickness shall be used in determining the height-to-thickness ratio.

Any portion or portions of a structure in which the design masonry stresses exceed one-half the allowable masonry stresses, shall require Special Inspection for that portion or portions of the structure."

Add the following section:

**"Section 1806.2.1 Presumptive coefficient of friction:**

For typical unsaturated soils, a presumptive coefficient of friction of 0.30 for lateral sliding resistance may be used without a geotechnical report. Friction resistance may be used in conjunction with passive pressure to resist sliding forces.”

**Section 2308.7.5 Wind uplift.** Revise as follows:

Delete first sentence and replace with the following:

“Uplift resistance shall comply with section 1609.5.1.1.”

**[P] Section 2901.1 Scope.** Revise as follows:

Delete the third sentence “Private sewage disposal systems shall conform to the *International Private Sewage Disposal Code.*” Delete “*International Existing Building Code* and the” in the last sentence.

**Table 2902.1 Minimum number of required plumbing fixtures.** Revise as follows:

Add new subnote:

“g. Drinking fountains are not required for business and mercantile classifications with an occupant load of 15 or fewer or in restaurants and similar businesses where water is served, regardless of occupant load.”

Add the following section:

“**[P] Section 2902.5.1 Substitution.** When a single drinking fountain is required, it may be substituted with a point of use water cooler or dispenser.”

**Section 3109 Swimming pools, spas and hot tubs.** Revise as follows:

Delete section and subsections in its entirety and replace with:

“The design and construction of Public and Semipublic pools, spas, and hot tubs shall comply with Arizona Administrative Code, Title 18, Chapter 5, Article 2. Public and Semipublic Swimming Pools and Spas as well as A.R.S. §36-1681 is hereby adopted by reference and subject to the requirements of this code.”

**Adopt Appendix I: Patio Covers**

# 2012 Sahuarita Outdoor Lighting Code

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# **Chapter 1**

## **Administration**

### **Section 101**

#### **Title, Scope and Purpose**

**101.1 Title.** These provisions shall be known as the Outdoor Lighting Code for The Town of Sahuarita, Arizona. They shall be cited as such and will be referred to herein as “this code”.

**101.2 Scope.** The provisions of this code apply to the construction, alteration, movement, enlargement, replacement and installation of outdoor lighting throughout the Town of Sahuarita, Arizona.

**101.3 Purpose and intent.** The purpose of this code is to preserve the relationship of the residents of the Town of Sahuarita, Arizona to their unique desert environment through protection of access to the dark night sky. Intended outcomes include continuing support of astronomical activity and minimizing wasted energy, while not compromising the safety, security, and well being of persons engaged in outdoor night time activities. It is the intent of this code to control the obtrusive aspects of excessive and careless outdoor lighting usage while preserving, protecting, and enhancing the lawful nighttime use and enjoyment of any and all property. It is recognized that developed portions of properties may be required to be unlit, covered, or have reduced lighting levels in order to allow enough lumens in the lighted areas to achieve light levels in accordance with nationally recognized recommended practices.

**101.4 Conformance with codes.** All outdoor illuminating devices shall be installed in conformance with the provisions of this code, the building code, the electrical code and the sign code of the authorizing jurisdiction as applicable and under appropriate permit and inspection.

### **Section 102**

#### **Applicability**

**102.1 General.** Where, in any specific case, different sections of this code specify different materials, methods of construction or other requirements, the most restrictive shall govern. Where there is a conflict between the general requirements and a specific requirement, the specific requirement shall be applicable.

**102.2 Other laws.** Where any provision of federal, state, county, or city statutes, codes or laws conflicts with any provision of this code, the most restrictive shall govern unless otherwise regulated by law.

**102.3 Partial invalidity.** If any of the provisions of this code or the application thereof is held invalid, such invalidity shall not affect other provisions or applications of this code which can be given effect, and to this end, the provisions of this code are declared to be severable.

**102.4 Application of code.** The requirements of this code apply to all new construction, additions and alterations to land uses, developments, buildings, structures or light fixtures.

**102.4.1** If a major addition occurs on a property, the entire property including legal, non-conforming lighting shall be brought into compliance with the requirements of this code. For purposes of this section, the following are considered to be major additions:

1. Additions of 25 percent or more in terms of additional dwelling units, gross floor area, seating capacity, or parking spaces, either with a single addition or with cumulative additions subsequent to the effective date of this provision.

2. Modification or replacement of outdoor lighting fixtures legally installed constituting 25 percent or more of the actual lumens for the property, no matter the actual amount of lighting already on a non-conforming site, constitutes a major addition for purposes of this section. Where existing outdoor lighting is modified or replaced and the resulting lighting fixture has a less lumen capacity than the previously existing fixture, the lumen capacity of the modified or replaced fixture shall not be included in the lumen calculations for determining a major addition, but the total of non-conforming lighting shall not be increased.

3. For additions of less than 25% refer to Section 102.4.2.

**102.4.2** Additions or modifications less than 25 percent to existing uses or lighting shall require a submission of a complete inventory and site plan detailing all existing and any proposed new outdoor lighting. Any new lighting on the site shall meet the requirements of this code with regard to shielding and lamp type; the total amount of lighting after the modifications are complete shall not exceed that on the site before the modifications, or that permitted by this code, whichever is larger.

**102.4.3** Lumen Modifications. The lumen cap provisions in Table 401.1 of this code may be altered, varied, or modified upon a finding that such alteration, variance, or modification is necessary for the proposed use of the subject property, because of increased security requirements, public safety, or public need, and that the purpose and intent of this code are reasonably accommodated. To obtain a modification, the applicant must file an application with the planning department, including any information requested by the Town, and pay the applicable application fee. The Modification will be scheduled for a public hearing before the Sahuarita Planning and Zoning Commission within thirty days following staff determination that the application is complete. Written notice of the public hearing shall be given, at least fifteen days prior to the hearing, to the Tucson/Pima County/Marana Outdoor Lighting Committee or its successor or equivalent, and to the owners of property within one thousand feet of the subject property, and notice shall also be posted on the subject property. The unintentional failure to give written notice to a property owner shall not invalidate any action taken. Following the public hearing, the Planning and Zoning Commission shall approve or reject the Modification. Any appeal to the Town Council of the decision or conditions imposed by the Planning and Zoning Commission shall be filed by the applicant or affected property owners within thirty days of the decision, and the Town Council shall hear the appeal within thirty days of the filing of the appeal.

**102.5 Change of use.** Whenever the use of any existing building, structure, or premises is changed to a new use, all outdoor lighting shall be reviewed and brought into compliance with this code before the new use commences.

**102.6 Resumption of use after abandonment.** If a property or use with non-conforming lighting is abandoned as defined in Chapter 2 of this code, then all outdoor lighting shall be reviewed and brought into compliance with this code before the use is resumed.

**102.7 Alternate materials and methods of construction.** The provisions of this code are not intended to prevent the use of any design, materials or method of installation or operation not specifically prescribed by this code, provided any such alternate has been approved. The Building Official may approve any such proposed alternate provided he or she finds that it:

1. Provides at least approximate equivalence to the applicable specific requirements of this code, and;
2. Is otherwise satisfactory or complies with the intent of this code, and;
3. Has been designed or approved by a registered lighting or electrical engineer and is supported by calculations showing that the design submitted meets that intent of the code. This sub-section shall not have the effect of waiving the lumen caps of Chapter 4 of this code.

**102.8 Appeals.** Any person substantially aggrieved by any decision of the Building Official made in administration of this code has the right and responsibilities of appeal to the Board of Appeals of this jurisdiction.

## **Section 103 Exemptions**

**103.1 Natural gas lighting.** Natural gas lighting is exempt from all requirements of this code.

**103.2 Temporary exemption.** Any person may submit a written request, on a form prepared by the jurisdiction, to the jurisdiction for temporary exemption request. A temporary exemption shall contain the following information:

1. Specific exemption(s) requested.
2. Type and use of outdoor light fixture involved.
3. Duration of time of the requested exemption.
4. Type of lamp and lamp lumens.
5. Total wattage of lamp or lamps and number of lamps to be used.
6. Proposed location on premises of the outdoor lighting fixture(s).
7. Previous temporary exemptions, if any, and addresses of premises there under.
8. Physical size of outdoor light fixture(s) and type of shielding provided.
9. Other data and information that may be required by the Building Official.

**103.2.1 Approval and duration.** The jurisdiction shall have five business days from the date of submission of the request for temporary exemption to act, in writing, on the request. If approved, the exemption shall be valid for not more than thirty days from the date of issuance of the approval. The approval shall be renewable at the discretion of the Building Official upon a consideration of all the circumstances. Each such renewed exemption shall be valid for not more than thirty additional days.

**103.2.2 Disapproval and appeal.** If the request for temporary exemption is disapproved, the person making the request will have the appeal rights provided in Section 102 of this code.

## **Section 104 Permits and Plan Submission Requirements**

**104.1 Permits required.** Any owner or authorized agent who intends to install, construct, enlarge, alter, repair, move, or change any outdoor lighting within Town of Sahuarita jurisdiction, the installation of which is regulated by this code, shall first make application to the Building Official for Town of Sahuarita and obtain the required permit.

**104.2 Permit submission requirements.** The applicant for any permit required by any provision of the laws of this jurisdiction in connection with proposed work involving outdoor lighting fixtures shall submit (as part of the application for permit) evidence that the proposed work will comply with this code. The submission shall contain but shall not necessarily be limited to the following, all or part of which may be part or in addition to the information required elsewhere in the laws of this jurisdiction upon application for the required permit:

1. Plans indicating the location on the premises, and the type of illuminating devices, fixtures, lamps, supports, reflectors, and other devices, and a luminaries schedule as outlined in subsection 104.2.1.
2. Description of the illuminating devices, fixtures, lamps, supports, reflectors, and other devices and the description may include, but is not limited to, catalog cut sheets by manufacturers and drawings (including sections where required).
3. Photometric data, such as that furnished by manufacturers, or similar showing the angle of cutoff or light emissions. Photometric data need not be submitted when the full cutoff performance of the fixture is obvious to the reviewing official.

**Exception:** When submittal includes a statement by a registered design professional that the design is in accordance with this code, the requirements of sub-sections 104.2.2 and 104.2.3 shall not apply.

**104.2.1 Lumen calculation on plans.** There shall be documentation on the plans to demonstrate compliance with the lumen cap per Table 401.1, and which includes the following information:

1. Each exterior luminaire type with the lumens for that type, the quantity of each type and whether the luminaire is full cut-off or unshielded.
2. The total of full cut-off and unshielded lumens for the parcel.
3. A statement of the lighting area, the size of the permitted parcel, and the maximum allowed full cut-off and unshielded lumens.

**104.2.2 Special inspection note.** The plan submission shall contain a note indicating whether special inspection is required in accordance with Section 106.

**104.2.3 Additional submission.** The above required plans, descriptions and data shall be sufficiently complete to enable the plans examiner to readily determine compliance with the requirements of this code. If such plans, descriptions and data cannot enable this determination, the applicant shall additionally submit as evidence of compliance such reports or tests as will, provided that these tests shall have been performed and certified by a recognized testing agency.

**104.3 Lamp or fixture substitution.** Should any outdoor light fixture or the type of light source herein be changed after the permit has been issued, a change request must be submitted to the design professional and Building Official for his or her approval, together with adequate information to assure compliance with this code, which must be received prior to substitution.

## **Section 105 Prohibitions**

**105.1 Bottom mounted sign lighting.** Bottom mounted outdoor sign lighting attached to the sign structure shall not be used.

**105.2 Mercury vapor lamps and fixtures.** The use installation, sale, offer for sale, lease or purchase of any mercury vapor lamp for use as outdoor lighting is prohibited per ARS § 49-1104.

**105.3 Laser source light.** The use of laser source light or any similar high intensity light for outdoor advertising or entertainment, when projected above the horizontal, is prohibited.

**105.4 Searchlights.** The operation of searchlights for advertising purposes is prohibited.

## **Section 106 Inspections**

**106.1 General.** The owner of a property, or the authorized agent of the owner, shall request all required inspections as noted on the permit issued under this code. All inspection requests shall be made at appropriate intervals as noted on the permit and it is the responsibility of the property owner or authorized agent of the owner to assure that all required inspections receive approval from the Building Official and that final inspection approval is obtained prior to placing the permitted outdoor lighting into service.

**106.2 Special inspection requirement.**

**106.2.1** Special inspection shall be required when the lumens per net acre are greater than 100,000 or 75% of the allowable lumens per Table 401.1, whichever is less.

**106.2.2** Provide special inspection for all Recreational Facility lighting.

**106.2.3** Provide special inspection for all Special Uses per Chapter 7.

## **Section 107 Violations**

**107.1 Unlawful acts.** It shall be unlawful for any person, firm, or corporation to erect, construct, alter, extend, repair, move, remove, install, use or demolish outdoor lighting equipment as regulated by this code, or cause same to be done, in conflict with or in violation of any of the provisions of this code.

**107.2 Notice of violation** The Building Official is authorized to serve a notice of violation or order on the person responsible for the erection, construction, alteration, extension, repair, moving, removing, demolition or use of any outdoor lighting in violation of this code or in violation of a detail statement or a plan approved hereunder, or in violation of a permit issued under the provisions of this code. Such order shall direct the discontinuance of the illegal action or condition and the abatement of the violation. The property owner or authorized agent of the owner shall comply with the requirements of the notice of violation within the time period given on the notice for abatement of the violation.

**107.3 Prosecution of violations.** If the notice of violation is not complied with promptly, the Building Official is authorized to request the legal counsel of the jurisdiction to institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful use of outdoor lighting in violation of the provisions of this code or of the order or direction made pursuant thereto.

**107.4 Penalty.** Any violation of this code, or any portion of this code, shall be considered a civil infraction and is subject to penalties not to exceed the amount of the maximum fine for a class 2 misdemeanor in accordance with A.R.S. 11-808. Each day of continuance of the violation constitutes a separate violation. Maximum fines are \$750.00 for individuals and \$10,000.00 for corporations, associations or other legal entities. Enforcement procedures shall be pursuant to those established by each authorizing jurisdiction.

## Chapter 2 Definitions

### Section 201 General

**201.1 Scope.** Unless otherwise expressly stated, the following words and terms shall, for the purposes of this code, have the meanings indicated in this chapter.

**201.2 Interchangeability.** Words used in the present tense include the future; words in the masculine gender include the feminine and neuter; the singular number includes the plural and the plural, the singular.

**201.3 Terms not defined.** Where terms are not defined through the methods authorized by this section, such terms shall have ordinarily accepted meanings such as the context implies.

### Section 202 Defined Terms

**Curfew.** A time established for listed lighting systems to be automatically extinguished.

**Developed Area.** All improved surface area including but not limited to: buildings, structures, storage, service and manufacturing areas, assembly areas, parking, loading, driveways, and landscaping related to the uses, but not areas that are only cleared.

**Development Project.** Any residential, commercial, industrial or mixed use subdivision plan or development plan which is submitted to the jurisdiction for approval or for permit.

**Direct Illumination.** Illumination resulting from light emitted directly from a lamp or luminaire, not light diffused through translucent signs or reflected from other surfaces such as the ground or building faces.

**Full Cutoff Light Fixture.** A full cutoff light fixture is a luminaire where no candela occur at or above an angle of 90 degrees above the nadir. This applies to all lateral angles around the luminaire. Such candela information shall be as determined by a photometric test report from a nationally recognized independent testing laboratory and as certified by the manufacturer. Any structural part of the luminaire providing full cutoff angle shielding shall be permanently attached.

**Installed.** The attachment, or assembly fixed in place, whether or not connected to a power source, or any outdoor light fixture.

**Lamp.** Generic term for a man-made source of light. In the context of this Code, the lamp is the electrically powered light bulb, fluorescent or neon tube, or LED light source.

**LED.** Light emitting diode solid state lighting source.

**Light Fixture.** Luminaire. The terms Light Fixture and Luminaire may be used interchangeably in this document.

**Lumen.** Unit of luminous flux; used to measure the amount of light emitted by lamps.

**Luminaire.** The complete lighting assembly, less the support assembly. For purposes of determining total light output lighting assemblies which include multiple lamps or light sources in a single housing shall be considered as a single luminaire. Two or more luminaires installed less than three feet apart shall be considered a single luminaire.

**Opaque.** Opaque means that the material shall not transmit visible light.

**Outdoor light fixture.** An outdoor illuminating device, luminaire or other device that emits light, permanently installed or portable.

**Outdoor Light Output - Total.** The total amount of light, measured in lumens, from all outdoor light sources. Total outdoor light output is determined as follows:

1. For all lamp types, the initial lumen output, as defined by the lamp manufacturer, shall be the lumen value used.
2. The total light output for each outdoor light fixture shall be based on the largest lamp that the outdoor light fixture is rated to accommodate. For the purpose of compliance with this section, the largest lamp rating for fluorescent and high intensity discharge fixtures shall be based on the installed ballast rating.
3. It shall be permissible to adjust the lamp lumen rating of fluorescent lamps in accordance with the ballast factor for the specific ballast type installed.

**Outdoor Recreation Facility.** An area designed for active recreation, whether publicly or privately owned, including, but not limited to baseball, soccer, football, golf, tennis, swimming pools, equestrian, and race tracks of any sort.

**Person.** Any individual, tenant, lessee, owner, or any commercial entity including but not limited to firm, business, partnership, joint venture or corporation.

**Right-of-way.** An alley, road, street, or highway, and associated sidewalks permanently dedicated for public or private use.

**Shield.** A component of the Outdoor Light Fixture that blocks the transmission or emission of light as a means of controlling or directing the light emitted from the fixture. A permanently attached shield may be part of the fixture which contributes to the full cutoff lighting performance of the fixture.

**Shielded.** An Outdoor Light Fixture having shields permanently installed to provide full cutoff photometric performance.

**Sign.** Every message, announcement, declaration, display, illustration, insignia, surface or space erected or maintained in a location outside and visible to the public for identification, advertising or promotion of the interest of any person, entity, product or service.

**Temporary Lighting.** Lighting which will not be used for more than one thirty (30) day period within a calendar year, with one thirty (30) day extension. Temporary lighting is intended for uses which by their nature are of limited duration; for example holiday decorations. Civic events, or construction projects.

**Unshielded.** Any light fixture or luminaire that is not a Full Cutoff Light Fixture.

**Use – Abandonment of.** The relinquishment of a property, or the cessation of the use or activity by the owner or tenant for a period of six months, excluding temporary or short term interruptions for the purpose of remodeling, maintaining, or otherwise improving or rearranging a facility. A use shall be deemed abandoned when such use is suspended as evidenced by the cessation of activities or conditions which constitute the principal use of the property.

## **Chapter 3 Lighting Areas**

### **Section 301 Description of Lighting Areas**

**301.1 Lighting Areas.** Lighting areas are defined as follows:

**301.1.4 Lighting Area E1a.** Lighting areas E1a are special areas around astronomical observatories and include all areas within 15 miles of the summit of Kitt Peak and 12.5 miles of the summit of Mount Hopkins, and those areas within any national park, monument, or forest boundary. The area in the northeast corner of Pima County bounded to the north by Pinal County, to the west by the Santa Catalina District of Coronado National Forest, to the south by Saguaro National Park East and to the east by Cochise County is also included in Lighting Area E1a. In these areas, the preservation of a naturally-dark environment, both in the sky and in the visible landscape, is considered of paramount concern.

**301.1.5 Lighting Area E1b.** Lighting area E1b includes the circular area twenty-five miles in radius the center of which is the summit of Mount Hopkins.

**301.2 Properties in more than one lighting area.** A property located in more than one of the lighting areas described within this chapter shall be considered to be only in the more restrictive lighting area.

**301.3 Map of Lighting Areas.** Lighting areas may be viewed at <http://gis.pima.gov/maps/mapguide>

## Chapter 4

# Lighting Sources, Illumination Levels and Shielding Requirements

### Section 401

#### Total Outdoor Light Output and Shielding Requirements

**401.1 General.** Table 401.1 provides requirements of the total light output permitted per acre for the different lighting areas and the fixture shielding requirements for, lamp type and lighting area. These requirements shall be met for all lighting installations subject to this code, unless specifically exempted by Chapters 6, 7 and 8.

**401.2 Total outdoor light output.** Total outdoor light output shall not exceed the lumen limits listed in Table 401.1. In the table, “total” means the sum of shielded and unshielded light.

**401.2.1 Determining compliance.** For determining compliance with this chapter the total lumens is the sum of the following:

1. One hundred percent of the lumens from outdoor light fixtures installed on grade, on poles, and installed on the top or sides of buildings of other structures.
2. Fifty percent of the lumens from underwater light fixtures unless the fixture is aimed at an angle of less than 45 degrees above the horizontal; in which case the calculated lumens is calculated at 10 percent of the rated lumens.
3. Fixtures installed under canopies and overhangs. Outdoor lighting fixtures shall not be counted in determining the total light output when they are full cutoff light fixtures installed under canopies, building overhangs, or roof eaves.
4. Unshielded light fixtures installed under canopies, building overhangs, or roof eaves shall be calculated at 100 percent of the luminaire total light output. Installation under canopies, overhangs or roof eaves shall not provide full cutoff classification of unshielded light fixtures.

**401.3 Shielding requirements.** All light fixtures that are required to be shielded shall be installed in such a manner that the shielding is effective and permanent.

**401.3.1 Light trespass.** Light fixtures on the residential side of commercial property adjacent to residential property shall be full cutoff and shall be installed not higher than 10 feet above grade at the property line and no higher than a line rising 20 degrees above the 10 feet until 100 feet from the property line, measured perpendicular to the lot line.

**401.3.2 House Side Shields.** Outdoor lighting fixtures closer to the lot line than the mounting height of the fixture, measured perpendicular to the lot line, adjacent to residential areas, shall have internal house-side shields.

**401.3.3 Fixtures within 25 feet of residential lot lines.** Residential and commercial luminaires shall be full cutoff within 25 feet of adjacent residential property lines, measured perpendicular to the lot line.

**401.3.4 Flood and spot lamps.** Flood or spot lamps shall be aimed no higher than 45 degrees to the horizontal (half-way between straight down and straight to the side) when the source is visible from any adjacent residential property.

**401.4 Other than Full Cutoff Lighting.** Unshielded fixtures or lighting sources shall not exceed 3,000 lumens per luminaire.

**Exception to 401.4:** Non-full cutoff lighting installed in accordance with Section 601.2.

**401.5 Optional compliance method for single family residential compliance.** In lieu of calculating total lumens per Section 401.2, a single residential lot of any size shall be considered in compliance with the Lumen Cap if it has a maximum of 4 – 550 lumen (40 watt incandescent or 9 watt compact fluorescent) in Areas E1b & E1a. If this option is utilized, no unshielded luminaires are allowed

**401.6 Seasonal Decorations.** Seasonal decorations using unshielded low-wattage lamps (not exceeding 7 watts each) shall be exempted from the Lumen Caps of Table 401.1 from Thanksgiving to the 15<sup>th</sup> of January each year. This exemption is not applicable to Lighting Area E1a.

**Table 401.1**  
**Maximum Total Outdoor Light Output Requirements**  
**Lumens Caps: Developed Area Lumens per Acre**

	Lighting Area as Defined in Chapter 3	
	E1b(5)	E1a(5)
<b>Commercial and industrial “Option 1” (1)(2)</b> <b>(mostly LPS* lighting)</b>	<b>E1b(5)</b>	<b>E1a(5)</b>
Total (Full cut-off LPS, plus full cut-off non-LPS, plus unshielded)	48,000	18,000
Limit on non-LPS full cut-off.	3,000	3,000
Limit on unshielded component (LPS or non-LPS)	3,000	0
<b>Commercial and industrial “Option 2” (1)(2)</b> <b>(full cut-off for all lighting)</b>	<b>E1b(5)</b>	<b>E1a(5)</b>
All lighting must be full cut-off	25,000	12,500
Limit on unshielded component	0	0
<b>Commercial and industrial “Option 3” (1)(2)</b> <b>(full cut-off for most lighting)</b>	<b>E1b(5)</b>	<b>E1a(5)</b>
Total (full cut-off plus unshielded)	12,500	12,500
Limit on unshielded component	2,700	0
<b>All residential zoning (3)</b>	<b>E1b(5)</b>	<b>E1a(5)</b>
Total (full cut-off plus unshielded) (4)	12,000	12,000
Limit on unshielded component	2,700	0

\*LPS (Low Pressure Sodium)

**Notes to Table 401.1**

1. Use any one of the three options, 1, 2, 3 for the developed area.
2. This refers to all land-use zoning classifications for multiple family uses, commercial, and industrial sites.
3. This refers to all residential land-use zoning, including all densities and types of housing, such as single family detached and duplexes.
4. For Residential lighting, if at least 75 percent of the installed lumens are from LPS sources, then the total lumens in the table, for all areas, may be increased by 50 percent.
5. In addition to the lumen caps given in the table above, the maximum illumination level under any canopy in lighting Area E1a shall not exceed 30 lumens per square foot nor in Area E1b shall not exceed 55 lumens per square foot of the canopy area.

## **Section 402**

### **Outdoor Lighting Source Color Temperature**

**402.1 Rated Color Temperature.** The rated color temperature of light sources (lamps and fixtures) shall not exceed 3500K.

**Exception No. 1:** Recreation and Special Use Lighting complying with Chapters 6 and 7 of this Code.

**Exception No. 2:** Existing legal, non-conforming light fixtures may be relamped with greater than 3500K rated lamps when 3500K or lower rated lamps are not manufactured for such fixtures.

## **Section 403**

### **Curfew Requirements**

**403.1 Unshielded Light Sources.** Unshielded lighting shall be extinguished between 11:00 P.M. and sunrise the following day.

**Exception No. 1:** Unshielded lighting installed for the illumination of the flag of the United States of America.

**Exception No. 2:** Unshielded lighting installed in accordance with Section 601.2 shall be turned off in accordance with the curfew requirements of Section 601.3.

**Exception No. 3:** Unshielded lighting on installations classified as Residential Zoning in accordance with Footnote 3 to Table 401.1.

**403.2 Illuminated Signs.** Refer to Section 501.5.

**403.3 Recreational Facilities.** Refer to Section 601.3

**403.4 Special Use Areas.** Refer to Section 701.3

**403.5 Outdoor Lighting Controls.**

**403.5.1** The means of controlling the specific “off” curfew shall be by a 24 hour timing device that includes stand-by power to maintain the time and program for a minimum of 6 hours.

**403.5.2** Whenever any curfew “off” time is required by this Code, a permanent sign or notice shall be installed at the time control device stating the required turn-off time. Such sign or notice may be installed within the cover of the time control device such that it is visible whenever the device is set or adjusted. Suggested wording is as follows:

“Set off time for Sign no later than 10:00PM MST in accordance with Sahuarita Outdoor Lighting Code. Penalty for non-compliance per Outdoor Lighting Code Section 107.4. Penalties shall not exceed \$750.00 for individuals and \$10,000.00 for other legal entities.” (Adjust wording as needed for type of lighting to which curfew applies and the applicable curfew time.)

# Chapter 5 Sign Lighting

## Section 501 Illuminated Outdoor Signs

**501.1 External illumination of on-site signs.** External illumination for on-site signs shall conform to all provisions of this code. In particular, such lighting shall conform to the lamp source, shielding requirements, color temperature, and lumen caps of Chapter 4.

**501.2 Illumination of off-site signs prohibited.** Electrical illumination of outdoor off-site signs is prohibited.

**501.3 Internal illumination of signs.** The requirements of this paragraph apply to totally enclosed and unenclosed signs where the lamp is not directly visible from any viewing angle. A lamp concealed behind opaque or translucent material is considered not directly visible.

**501.3.1 Lumen cap.** Outdoor internally illuminated signs are exempt from the lumen caps described in Chapter 4.

**501.3.2 Color temperature.** Rated lamp color temperature shall not exceed 4400K.

**501.3.3 Prohibited installations.** Outdoor internally illuminated signs shall not be installed in Lighting Area E1a.

**501.4 Exposed Lamps.** Lamps not concealed from view by opaque or translucent material shall be considered outdoor lighting and shall conform to the lamp source, shielding requirements, color temperature, and lumen caps of Chapter 4.

**501.5 LED, LCD, Plasma Screen and Similar Signs:** Outdoor LED, LCD, Plasma and Similar signs shall comply with Sections 501.3.1 and 501.3.3. Further, they shall be limited to a maximum luminous intensity of 200 nits (candela per square meter), full white mode, from sunset to sunrise.

**501.6 Sign illumination curfew.** Illuminated signs shall be turned off at the curfew times listed in Table 501.5 or when the business activities cease, whichever is later. Signs shall be turned off when the business activity relating to the sign has ceased for 30 days or more. Controls shall comply with Section 403.5.

**Table 501.5  
Illuminated Sign Curfews**

Lighting Area	E1b	E1a
Commercial and Industrial Zoning or Land Use (1)	11:00 P.M.	X
All Residential Zoning or Land Use (1)	9:00 P.M.	X

**Notes to Table 501.5**

1. "Land Use" refers to the predominant use of land surrounding the parcel on which the sign is located.
2. "X" means "not allowed".

# Chapter 6 Recreational Facilities

## Section 601 Illumination of Recreational Facilities

**601.1 Lighting not directly related to athletic areas.** All site lighting not directly associated with the athletic playing areas shall conform to the lighting standards described in this ordinance, including but not limited to the lamp type and lumens per acre limits of Chapter 4.

**601.2 Lighting for athletic fields Class 1.** Lighting for athletic fields, courts or tracks shall be exempt from the lumens per acre limits of Chapter 4. All such lighting shall utilize full cut-off luminaires that are installed in a fashion that maintains the full cut-off characteristics unless certified by a registered engineer that such shielding is impractical. Every such lighting system design shall be certified by a registered engineer as conforming to all applicable restrictions of this ordinance. Where full cut-off fixtures are not utilized, acceptable luminaires shall include those which:

1. Are provided with internal and /or external glare control louvers and installed so as to limit direct up-light to less than 5 percent of the total lumens exiting from the installed fixtures and minimize off-site light trespass and;
2. Are installed and maintained with minimum aiming angles of 25 degrees downward from the horizontal. Said aiming angle shall be measured from the axis of the luminaire maximum beam candlepower as certified by independent testing agency.

**601.3 Curfew requirements.**

**601.3.1 Event Schedule.** All events shall be scheduled so as to complete all activity before the curfew listed in Table 601.3. Illumination of the playing field, court or track shall be permitted after the curfew only to conclude a scheduled event that was unable to conclude before the curfew due to unusual circumstances. Timing devices for recreational facilities may include a manual override setting which returns to the established program within 1 hour.

**601.3.2 Allowable operation and turn-on controls.** Athletic field lighting not conforming to the shielding and lumen caps of Chapter 4 shall not be operated, except during those days and times when the athletic event occurs. Turn-on of the lighting shall be activated by manual control of the lighting system. The Building Official may approve automatic controls for lighting turn on if they provide equivalent assurance that the lighting will not be operating at times when the facilities are not in use.

**601.3.3 Automatic Controls.** Automatic controls shall comply with Section 403.5.

**Table 601.3  
Recreational Facilities and Special Use Areas Curfews**

E1b	E1a
10:00 P.M.	X

“x” means not allowed.

# Chapter 7

## Special Use Areas

### Section 701

#### Illumination of Special Use Areas

**701.1 Special Use Areas Defined.** This chapter applies to lighting for outdoor sales areas and outdoor manufacturing areas.

**701.2 Lighting not associated with special use areas.** All outdoor lighting not directly associated with the special use areas shall conform to the lighting standards described in this ordinance, including but not limited to the lumen per acre limits, shielding requirements, color temperature and curfew requirements of Chapter 4.

**701.3 Lighting for special use areas.** Lighting for special use areas is exempt from the lumens per acre limits of Section 401 and source color temperature restrictions of Section 402. All such lighting shall utilize full cut-off luminaires that are installed in a fashion that maintains the full cut-off characteristics. Every such lighting system design shall be certified by a registered lighting or electrical engineer as conforming to all applicable restrictions of this code.

**701.4 Curfew requirements.** Special Use Area lighting shall be turned off at the curfew times listed in Table 601.3 or within thirty minutes after closing of the business, whichever is later. Automatic controls shall comply with Section 403.4.

**701.5 Security lighting for special use areas.** Outdoor lighting operated after curfew times listed in Table 601.3 shall comply with the lumen per acre limits, shielding, source color temperature and curfew requirements of Chapter 4.

# Chapter 8 Right-of-Ways

## Section 801 Illumination of Right-of-Ways

**801.1 Lighting of Right-of-Ways.** Lighting of public and private right-of-ways shall be fully shielded or comply with Section 401.4. In addition, lighting shall comply with source color temperature of Section 402.1. The lighting system performance shall be demonstrated by a computer program printout of the maintained illumination levels produced from the right-of way lighting fixtures certified by a registered design professional.

**Exception No. 1:** Traffic signal indications.

**Exception No. 2:** Chapter 4, except where specifically referenced in this Section.

### 801.2 Definitions:

#### Right-of-Way Types:

**Expressway** – A divided major roadway for through traffic, with partial control of access and generally with interchanges at major crossroads.

**Major Roads** – The part of the roadway system that serves as the principal network for the through traffic flow. The routes connect areas of principal traffic generation and important rural roadways leaving the city.

**Collector Roads** – Roadways serving traffic between major and local streets. These are streets used mainly for traffic movement within residential, commercial and industrial areas.

**Local Roads** – Local streets are used primarily for direct access to residential, commercial, industrial, or other abutting property.

**801.3 Illumination levels of Right-of-Ways.** The maximum average illumination level, as demonstrated by the computer printout, along the entire right-of way being illuminated and over the right-of-way area only, shall be:

**Expressway** 1.4 footcandles

**Major Roads** 1.5 footcandles

**Collector Roads** 1.0 footcandles

**Local Roads** Prohibited, except at signalized intersections and marked pedestrian crossings.

Existing luminaires on local roads may be retrofitted with full cutoff luminaires with the design not to exceed 0.4 footcandles average maintained as described in 801.1.

The uniformity ratio of average to minimum illumination shall not be greater than the values for uniformity in the latest version of IES RP-8.00.

**801.4 Illumination level of intersections.** The maximum maintained average illumination in the intersection area shall be 2 times the average of the maintained footcandles of the two types of roads at the intersections. Intersections of Collector & Local Roads shall be 1.6 footcandles maximum and at Local & Local Roads shall be 1.4 footcandles maximum.

**801.5 Minimum source efficacy.** The minimum source efficacy to be used for light fixtures used in public right-of-way illumination shall be 60 lumens per watt.

 **To:** To Whom It May Concern  
**From:** Sarah S. More, FAICP, Planning & Building Director  
**Date:** 5/4/2018  
**Re:** LED Lighting Policy (revised 5/4/2018)

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This memo serves to clarify the Town of Sahuarita Planning & Building Department's policy on LED lighting. The lighting code currently in effect, the 2012 Outdoor Lighting Code, does not address LED lighting and instead focuses on the use of low pressure sodium lighting. As lighting technology has progressed and low pressure sodium lighting is no longer available, LED lighting has become the product of choice for many developments. The Town intends to adopt a new outdoor lighting code that will specifically address LED lighting in the coming years, but until then the Town has worked with dark skies professionals to offer the following policy regarding the use of LED lighting within the Town while the current lighting code is still in effect.

LED lighting is an acceptable substitute for low pressure sodium lighting when the following criteria are met:

1. Regulations as specified in the Town's Outdoor Lighting Code shall continue to apply;
2. LED light fixtures shall have a maximum color temperature of 3500k;
3. LED light fixtures are subject to the applicable maximum lumen cap for Commercial and Industrial Option 1, 2 or 3 as provided in Table 401.1.
4. In addition to the above, for Commercial and Industrial Option 1 in Table 401.1:
  - a. LED light fixtures shall have a narrow-band amber color (phosphor converted amber is not acceptable); and
  - b. A spectral power distribution (SPD) chart shall be submitted for each light fixture type demonstrating that the proposed LED color falls within the narrow-band amber color spectrum.

This policy shall be considered a substantive policy statement by the Town of Sahuarita. Any questions on this policy may be directed to Pam Little, Building Safety Manager, at [plittle@sahuaritaaz.gov](mailto:plittle@sahuaritaaz.gov) or (520) 822-8864.

## **Certificate of Occupancy (C of O)**

**A CERTIFICATE OF OCCUPANCY MUST BE ISSUED PRIOR TO OCCUPYING OR USING A BUILDING.**

### **Final Certificate of Occupancy Requirements**

- Entire work completed and all final inspections approved.
- Building Safety, Fire, Planning & Zoning, Public Works, Pima County Health Department and State Fire Marshal final approval (when applicable).
- Public Improvement Agreement (PIA) closeout completed and all off-site infrastructure improvements approved.
- Items completed for the temporary certificate of occupancy, see below. Deposit/bond is not required for final certificate of occupancy.
- Check with Planning and Zoning for grand opening banner requirements.

### **Temporary Certificate of Occupancy Requirements**

A temporary certificate of occupancy can be requested before the entire work is completed so the owner can occupy the building.

- All life safety issues must be completed and approved.
- Building Safety, Fire, Planning & Zoning, Public Works, Pima County Health Department and State Fire Marshal temporary approval (when applicable).
- Official address numbers must be posted on building. Pima County Address Display Requirements can be found at <https://www.pima.gov/1008/Address-Display-Requirements>.
- Provide satisfactory copies of the special inspection report, bacteriological report, mechanical balance report and backflow test report for potable water and irrigation (when applicable).
- Public Improvement Agreement (PIA) closeout can be submitted at the final C of O if all health and safety issues are completed and approved for all off-site infrastructure improvements.
- Business license required.
- Deposit/Bond required.

### **Deposit/Bond**

- A temporary certificate of occupancy requires a cash deposit or a performance bond in the minimum sum of one thousand dollars (\$1,000.00) or the amount equal to one percent (1%) of the permit construction valuation, whichever is greater but not to exceed ten thousand dollars (\$10,000.00), payable to the Town of Sahuarita.
- The cash deposit will be deposited by the Finance Department with the rest of the day's receipts but is fully refunded once the final certificate of occupancy is issued.
- Temporary certificates of occupancy are issued for 45 days only. An extension for an additional 45 days may be requested in writing to the building official; include the permit number and the reason for the extension.