

Application # _____ Amount paid _____
Assigned Planner _____ Date Received _____

PRELIMINARY PLAT APPLICATION

(Sec. 12-2-3 of the Land Division Ordinance)

Please complete this application after a review of the referenced section of the Land Division Ordinance. Incomplete applications will not be considered received and may delay consideration of your project by the Planning and Zoning Commission. If you have questions regarding the process or requirements please contact the Planning and Zoning department at (928) 532-4040.

PROPERTY

Name of proposed subdivision _____
Street address of proposed subdivision (approximate location) _____

Legal Description of subject property (Arizona Parcel Number) _____

PROPOSAL (please provide a brief description of the proposed land division)

Number of proposed lots in subdivision _____

Current Zoning _____ Is a zone change proposed or required Yes / No ?

OWNER

Name of property owner _____

Property owner's phone # _____ Fax # _____

Property owner's mailing address _____
Zip Code _____

APPLICANT

Name of applicant (if different than property owner) _____

Applicant's phone # _____ Fax # _____

Applicant's mailing address _____
Zip Code _____

PRE-APPLICATION CONFERENCE

Date of Pre-application Conference _____

SIGNATURES

Property owner(s) _____ Date _____

Applicant _____ Date _____

THE BACK PAGE OF THIS APPLICATION OUTLINES ALL NECESSARY SUBMITTAL REQUIREMENTS FOR AN APPLICATION – PLEASE ENSURE THAT IT'S COMPLETE!

PLEASE NOTE: In accordance with City Code, Section 12-2-1 D and E, you or your authorized representative must be present at all Planning and Zoning and/or City Council hearings or public meetings regarding this application. Below please list any person(s) authorized to represent you during this application process. Representations made during those meetings or hearings and designated in the record shall be deemed conditions of approval.

SUBMITTAL CHECKLIST

(Please ensure that your submittal is complete in order to avoid delays with your application)

- Preliminary Plat application fee (per City of Show Low Resolution No. 824).
- A preliminary copy of the CC&R's for the proposed subdivision.
- Eight (8) blue line (or black line) copies of the 24" X 36" Preliminary Plat.
- One (1) 11" X 17" copy of the Preliminary Plat.
- The following Identification and Descriptive Data must appear on all Preliminary Plats:
 - Proposed Subdivision name, location by township, range, and section, and reference by dimension and bearing to a section or quarter section corner.
 - North arrow, scale, and date of preparation.
 - Name, address and phone number of the owner, and of the engineer, surveyor, landscape architect, or land planner who prepared the Preliminary Plat.
 - Vicinity Map (indicating the relationship of the proposed subdivision to main traffic arteries and any other landmarks that may help to locate the project).
 - Property owner name(s) and assessor's parcel numbers for all abutting properties.
- The following Existing Conditions Data must appear on all Preliminary Plats:
 - Topography by one, two or five foot contour intervals adequate to reflect the character and drainage of the land as determined by the Public Works Director.
 - Surveyed location of all existing improvements located on the proposed plat, adjacent properties and/or public right of ways (including land use, structures and fences, walls, shacks, barns, utility lines, wells, streams, irrigation canals and structures, private and public culverts, ditches, washes, lakes, water features of all types, direction of flow, flow pattern, location and extent of areas subject to inundation, and whether inundation is frequent, periodic, or occasional and data regarding frequency).
 - Location, width, and names of all platted streets, drainage and utility easements, public areas, and municipal boundaries within, adjacent to, or extending from the property.
 - Location of historic and archeological sites – if any.
 - Acreage and zoning of the proposal property and all abutting properties.
 - Boundary dimensions of the property and engineer's calculations and estimated values for each tributary storm runoff channel for 10, 50, and 100 year frequency storms (values must be indicated along the boundary for all drainage entry points).
 - Evidence of adequate access from an existing public right-of-way.
- The following Proposed Conditions Data must appear on all Preliminary Plats:
 - Proposed lot configuration, including approximate size and dimensions of each lot, and identification of each lot by number, and total number of lots; building setback lines; street layout, including location, width, curve radii, and proposed street names.
 - Table indicating average and minimum lot sizes.
 - Designation of all land(s) to be dedicated and reserved for public use.
 - Location of all proposed private and controlled access streets and identification of all access devices on local streets within the subdivision; means of accomplishing access control (i.e. signage, traffic barriers, gates, etc.) and monitoring devices and facilities; and their hours of operation and standards/procedures for admittance.
 - A general statement regarding proposed utility methods and status of existing capacities of nearby water, sewer and other public utilities.

Application Timeline – Preliminary Plat

- 1) The Director of Planning and Zoning shall confirm whether your application is complete within five (5) working days of receipt.
- 2) Once a complete application has been received the Planning and Zoning Commission shall consider it at its next regularly scheduled meeting (no sooner than 21 days after receipt).
- 3) Upon approval of a preliminary plat (by the Planning and Zoning Commission) the City Council may consider the proposed plat at its next regularly scheduled meeting.
- 4) Approval constitutes authorization to proceed with preparation and submittal of engineering plans and specifications for public infrastructure improvements and the final plat.
- 5) Preliminary plat approval does not assure final plat approval and expires if a final plat is not submitted within one year of Preliminary Plat approval.

City of Show Low Planning and Zoning Department (928) 532-4040

WAIVER OF CLAIMS UNDER ARIZONA REVISED STATUTES § 12-1134

I, _____, the owner of the property described as A.P.N. _____, Show Low, Arizona, hereby waive any and all claims for diminution in value to my property which may arise under A.R.S. § 12-1134 as a result of my request and application for a _____ (for rezoning, subdivision, conditional use or other land use action). Further, I agree to defend, indemnify and hold harmless the City of Show Low, its officers, employees and agents from and against any and all such claims for diminution in value to my property as defined in A.R.S. § 12-1134 arising out of my application or request for the applicable land use action as described above.

DATED this ____ day of _____, 20__.

Signature of Property Owner

STATE OF ARIZONA)
) ss.
County of _____)

SUBSCRIBED AND SWORN before me this ____ day of _____,
20__, by _____.

Notary Public

My Commission Expires: