



Office Use Only	
Date Received: _____	
☐ Approved	☐ Denied
Reviewed By: _____	
Date: _____	

City of Safford Land Split Affidavit

TO BE COMPLETED BY APPLICANT (ALL INFORMATION MUST BE PROVIDED)

This application is reviewed for completeness by the Planning and Community Development Department. Please review the application for required submittal documents and review procedures. If there are deficiencies in the application requirements, the applicant will be notified during the review process or upon completion of the initial review.

The review of this application will be based upon the City of Safford Municipal Code as well as all other associated Building Codes as adopted by the City of Safford, and any clarification on statutes, ordinances, codes or policy may be directed to the Planning and Community Development Department. The review of this application may take up to two to four weeks. Upon approval of this application, inspections may be required by the Planning and Community Development Department, Utility Department, Public Works Department, and/or Engineering Department and may be requested by the applicant at any time. By signing, you are giving the City of Safford permission to conduct any and all inspections required. For questions or information concerning this application, please contact the Planning and Community Development Department at 928-432-4140.

If applicant wishes to appeal a denial of a permit, applicant may appeal to the City of Safford Board of Adjustments according to Section 17.88.030 of the City of Safford Municipal Code.

Instructions: Complete this affidavit when you intend to divide an unsubdivided parcel into 2 or 3 new parcels. This affidavit applies only to parcels located within the City of Safford. After completing this form, please return it to the Planning and Community Development Department for review. ***This completed form must be recorded with the new deed and the Land Split map at the Graham County Recorder's Office.***

ORIGINAL PARCEL BEING SPLIT:

Assessor's Parcel Number (APN) _____ Zone of ORIGINAL PARCEL _____

Size of ORIGINAL PARCEL (in square feet) _____ Number of new parcels created _____
(A maximum of 3 parcels can be created, including the original parcel)

Provide a plan showing the original parcels, the proposed splits, existing structures, utilities such as wells, septic systems, service lines and their relationship to the new property lines.

Are property taxes paid up on the original parcel? Yes ____ No ____ Treasurer's Staff Initials ____

LEGAL ACCESS TO NEW PARCELS:

Each NEW PARCEL must have legal access. Does each NEW PARCEL have legal access? Yes ____ No ____

If yes, is the Legal Access 1) Publicly dedicated street or road 2) Private street or road 3) Access easement. Please circle the correct answer.

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ZONING FOR NEW PARCELS:

Each NEW PARCEL must meet ***minimum City zoning requirements such as size, lot width, and use of property.*** If you have zoning questions, please contact the Community Development Department at (928) 432-4140.

Do the NEW PARCELS meet the minimum requirements of the City Zoning regulations?

Yes ____ No ____

Staff Review: Approved _____ Denied _____ Date: _____ Staff Initials _____

Comments _____

Name and Address of Contact _____

City, State, Zip _____ Phone _____

-----**VERIFICATION AND ACKNOWLEDGEMENT**-----

We, the owner(s) of the parcel being split as described above, hereby certify under oath that the information set forth above is true and correct. We (I) assume all liability for accuracy of property lines.

Dated this ____ day of _____, 20__.

Signature of Owner

State of Arizona
County of Graham
City of Safford

Signature of Owner

Acknowledged by _____ before me on this ____ day of _____, 20__.

My Commission will expire: _____

Notary Public

Land Split “Acting in Concert” Statement

I, _____ acknowledge by signing this statement that I am not **“Acting in Concert”** with any person or group of persons to attempt to avoid the provisions of the subdivision laws of the State of Arizona to divide a parcel of land or sell illegal lots by using a series of owners or conveyances or by any other method which ultimately results in the division of land into an illegal subdivision or the sale of an illegal subdivision or the sale of illegally subdivided lots.

“Acting in Concert” means evidence of collaborating to pursue a concerted plan.

Persons “Acting in Concert” may include, but are not limited to, business partners, relatives, etc.

Signature

Date

(The penalty for “Acting in Concert” to create and/or sell illegally subdivided lots is \$1,000.00 per infraction from the Arizona Department of Real Estate. ARS 32-2185.09)

City of Safford Land Split Affidavit Checklist

The following items are required for Land Split review:

Completed	
	A completed and notarized Land Split Affidavit.
	A signed "Acting in Concert" statement.
	The original deed including the legal description of the existing parcel.
	A new deed(s) showing a legal description for each proposed parcel, along with any access or utility easements.
	A scaled map (for example, 1-inch equals 100 feet) with dimensions showing existing and proposed parcel lines and all easements. The map shall be of a size and format acceptable to the Graham County Recorder's Office.
	County Treasurer Office staff initials on the Lot Split Affidavit or notice from the County Treasurer's Office verifying that all property taxes and assessments are currently paid up on the original parcel from which the new parcels are being created.

Definition and Regulations for a Land Split Affidavit

The City of Safford's regulations regarding Land Splits are found in the City's subdivision regulations, Chapter 16.06, which can be found on the City's website: www.cityofsafford.us. Applicants may also contact the Planning Community Development Department by phone at (928) 432-4140. The State Statute that authorizes the City to regulate Land Splits is ARS 9-463.01.T.