



Preliminary Plat Application

TO BE COMPLETED BY APPLICANT
(ALL INFORMATION MUST BE PROVIDED)
(\$200;+ \$5/lot)

- OFFICE USE ONLY -

Date Received: _____

☐ Approved

Date Issued: _____

☐ Denied

Date Denied: _____

Comments: _____

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 this application, applicant may appeal to the City of Safford Board of Adjustments according to Section 17.88.030 of the City of Safford Municipal Code.

1. Name of Subdivision _____

2. General Location of Project _____

Tax Parcel Number(s) _____

General Legal Description _____

3. Land Area (square feet) _____

4. Brief Description of Subdivision _____

5. Name and Mailing Address of Developer _____

Phone Number _____

6. Name and Mailing Address of Property Owner (if different than above)

If the property owner is not the developer, please submit a letter from the owner issuing permission to proceed with the request.

7. Name and Mailing Address of Engineer/ Surveyor _____

Phone Number _____

8. Name and Mailing Address of Designated Agent/Representative (if different than developer)

Phone Number _____

I have read the Final Plat application packet and understand that if my application is not complete in all respects, it will not be reviewed until such time as it is complete.

Signature

Date

The following schedule of fees is hereby established for the City of Safford effective from June 30, 2000 until otherwise modified by action of the Common Council:

Preliminary Plat	\$200.00 + \$5.00/Lot
Plat Revision	\$100.00

SUBMITTAL REQUIREMENTS

Not Addressed	Addressed	
		A. Preapplication Conference / Zoning Evaluation
		B. Neighborhood Meeting if Required
		C. (10) 24" x 36" Blue lines
		D. (3) Copies of the Preliminary Drainage Report
		E. Existing and proposed contours
		F. Floodplain delineation, location of ditches, canals, water ways
		G. Location, widths and names of all existing or platted streets or other public ways within or adjacent to the tract, existing permanent building, railroad rights-of-way and other important features such as section lines, political subdivision, or corporation lines and school district boundaries.
		H. Existing sewers, water mains, culverts, or other underground structures within the tract and immediately adjacent thereto with pipe sizes, grades and locations indicated. Where sewers or water mains are not immediately adjacent thereto give direction and distance to nearest such usable utility.
		I. Location, width and names of proposed streets, alleys, drainageways, crosswalks and easements including all connections to adjoining platted or unplatted tracts.
		J. Lot layout, including minimum building lines related to all streets; lot numbers, and approximate dimensions and area of proposed lots. A non-access easement shall be provided on all residential lots adjoining an arterial street.
		K. Designation of land to be dedicated, provided, or reserved for public or semipublic uses, with use indicated.
		L. Reference by note to source of proposed water, sewer, electricity, gas and telephone service; note that all utilities will be underground.
		M. The subdivider shall provide the department with information as to the organization that will be responsible for ownership and maintenance of all such improvements not dedicated to the city, such as retention ponds, common/open spaces, landscape tracts, other common areas and improvements thereon. The organization responsible for owning and maintaining improvements and tracts not dedicated to the city shall be subject to the approval of the council and shall be a homeowner's association.
		N. Retention Pond Locations
		O. Fire Hydrants
		P. Street lighting
		Q. Traffic Impact Study as determined by City Engineer