



Preliminary Plat Application

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

This application is issued by the Planning and Community Development Department and is reviewed for completeness at time of submittal; please review the application for required submittal documents and review procedures. If there are deficiencies in the permit application requirements, applicant will be notified by phone or email during the review process or upon completion of the initial review and will have the opportunity to resubmit as many times as necessary. The review of this permit 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. 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. 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 and by signing this application you are giving the City of Safford permission to conduct any and all inspections required for the acceptance or closure of the permit or project. For further questions or information concerning this application please contact the Planning and Community Development Department at 928-432-4140.

Preliminary Plat Application

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

_____ P. Traffic Impact Study as determined by City Engineer