



**City of Safford Land Split Affidavit**

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

This permit 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 but only complete applications will be accepted for review. 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. The review of this application may take up to two to four weeks. 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 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 the permit 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 Community Development Department at 928-432-4140.

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):\_\_\_\_\_. What zone is the 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.

**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.

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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:

- \_\_\_ 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 16.28, which can be found on the City's website: [www.cityofsafford.us](http://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.