

## INFORMATION FOR SCHEDULING APPLICATIONS FOR PUBLIC HEARING

Development Services Planning staff will do everything we can to insure that your application is processed and scheduled for hearing.

**NOTE** – EVEN THOUGH AN APPLICATION SUBMITTED PRIOR TO THE APPLICATION SUBMITTAL DEADLINE, DOES NOT GUARANTEE THAT AN APPLICATION WILL BE SCHEDULED FOR THE PUBLIC HEARING ON THE DATE THAT THE SUBMITTAL DEADLINE WAS INTENDED.

There are a number of reasons why there MAY be a delay in scheduling an application for public hearing:

1. Although a cursory review of an application is conducted by staff when an application is submitted, applications will be thoroughly reviewed by various reviewing agencies as part of the application review process. If it is determined that an application is not complete, it MAY not be scheduled for hearing until the application is complete and staff has had time to review the completed application.
2. When an application is reviewed, if it is determined that additional information is needed, in order to make an accurate AND COMPLETE assessment of the request, an application will not be scheduled for hearing until the additional information has been submitted and staff has had time to review the information.
3. When an application is reviewed, if it is determined that there are inaccuracies with the submittal that need to be corrected, the application MAY not be scheduled for hearing until the corrections have been made and staff has had time to review the corrections.
4. Even if a complete application is submitted and requires no additional information or corrections, the Planning Commission does, on occasion, cancel meetings if there are only one or two items on their agenda. Fortunately, meeting cancellations are relatively rare; however, please be aware that they do occur.

Generally, complete accurate applications are scheduled for hearing, based upon the application deadline schedule, established by the Board of Supervisors. Staff attempts to work with the applicant to ENSURE THAT this schedule IS MET because delays are frustrating and can be costly. However, a complete and accurate application is what is required and necessary in order for the Planning and Zoning Commissioners and the Board of Supervisors to make the appropriate decision during the public hearing.

Thank you.



## YAVAPAI COUNTY

### DEVELOPMENT SERVICES DEPARTMENT

500 S. Marina Street; Prescott, AZ. 86303  
Phone: (928) 771-3214 Fax: (928) 771-3432

10 S. 6<sup>th</sup> Street; Cottonwood, AZ. 86326  
Phone: (928) 639-8151 Fax: (928) 639-8153

Addressing – Building Safety – Customer Service & Permitting – Environmental – Flood Control – Land Use – Planning & Design Review

## PRELIMINARY PLAT APPLICATION SUBMITTAL GUIDELINES

This is a guide to be used in submitting a public hearing application in the unincorporated areas of Yavapai County, Arizona.

### Complete Applications

Submittal of an application does not guarantee the item will be scheduled for the next available public hearing. **Only applications** that are determined to be **entirely complete** according to the Planning Manager will be scheduled for public hearing.

### General Information

Prior to submitting an application, please **be sure** of all the following information:

1. The legal description of your property is correct;
2. You are the legal owner of the property, or have a letter of authorization to represent the property owner;
3. You have discussed your application with the Development Services Department staff (required pre-application meeting with Planning Division);
4. You have contacted other applicable reviewing agencies prior to submittal of your application (Public Works, ADOT, Land Use Unit, Environmental Unit, Flood Control District, etc.);
5. You have completely and accurately described the existing and proposed future uses of the property for your application;
6. You have completed and have signed and/or notarized all applicable forms required for your application;
7. You have completed the citizen participation requirements;
8. You have completed the applicable checklist of required items.

### Filing Fees

All public hearing application filing fees are **non-refundable** regardless of approval or denial and must be paid at the time of application submittal. Fees are based on the complexity of the proposed use, acreage involved, and changes in density. Once staff has an understanding of the proposal, fees are calculated using the fee schedule as approved by the Board of Supervisors.

## APPLICATION FORM

APPLICANT					FOR OFFICE USE ONLY			
<b>Project Name:</b>					<b>Type of Application:</b>			
<b>Located in:</b>					<b>Master Parcel #:</b>			
Sec		Tw		Rng	Application #:		Hearing By:	
					Fees:		P&Z	
					Receipt #:		BOS	
<b>Assessor's Tax Parcel Number(s):</b>					Current Zone:		Admin Review	
					Supervisor District:			
					Date Applied:		BOA	
					Taken By:			
					Special Use Code:		<b>Final Action:</b>	<b>A D W</b>
					Related H#			
					Photo ID:			
<b>Property Owner:</b>					<b>Applicant/Agent: (Circle One)</b>			
<b>Mailing Address:</b>					<b>Mailing Address:</b>			
<b>City:</b>					<b>City:</b>			
<b>State:</b>					<b>State:</b>			
<b>Zip Code:</b>					<b>Zip Code:</b>			
<b>Phone:</b>					<b>Phone:</b>			
<b>Fax:</b>					<b>Fax:</b>			
<b>E-mail:</b>					<b>E-mail:</b>			
<b>Request:</b>								
<b>Legal Description:</b> <input type="checkbox"/> See attached Legal Description <b>OR:</b>								
Lot:					Block:			
Subdivision:								
I hereby certify that the information submitted on this application is complete and accurate to the best of my knowledge and that I am the owner or authorized agent of the same as stated in the attached documentation.								
<b>Signature:</b>								
<b>Print Name:</b>								
<b>Date:</b>								

## COUNTY DEPARTMENTS INVOLVED IN THE REVIEW OF DEVELOPMENT PROPOSALS

You may want to contact these Departments/Agencies prior to submittal to see if they have any requirements.

### Prescott Office

Yavapai County Development Services  
500 S. Marina St., Prescott,  
(928) 771-3217

Yavapai County Flood Control District  
500 S. Marina St., Prescott  
(928) 771-3197

Yavapai County Public Works Department  
1100 Commerce Dr. Prescott  
(928) 771-3183

Yavapai County Assessor's Office  
1015 Fair St., Prescott  
(928) 771-3220

Yavapai County Recorder's Office  
1015 Fair St., Prescott  
(928) 771-3244

Yavapai County Sheriff's Office  
255 E. Gurley Street, Prescott  
(928) 771-3260

Yavapai County Environmental Health Dept  
930 Division St., Prescott  
(928) 771-3122

Fire District responsible for your area.

### Cottonwood Office

10 S. 6<sup>th</sup> St., Cottonwood  
(928) 639-8151

10 S. 6<sup>th</sup> St., Cottonwood  
(928) 639-8151

10 S. 6<sup>th</sup> St., Cottonwood  
(928) 639-8121

10 S. 6<sup>th</sup> St., Cottonwood  
(928) 639-5807

Cottonwood  
(928) 639-8100

10 S. 6<sup>th</sup> St., Cottonwood  
(928) 639-8138

### **OTHER AGENCIES THAT MAY ALSO BE INVOLVED WITH THE REVIEW PROCESS:**

Arizona Department of Transportation (ADOT)  
1109 Commerce Dr., Prescott  
(928) 771-5861

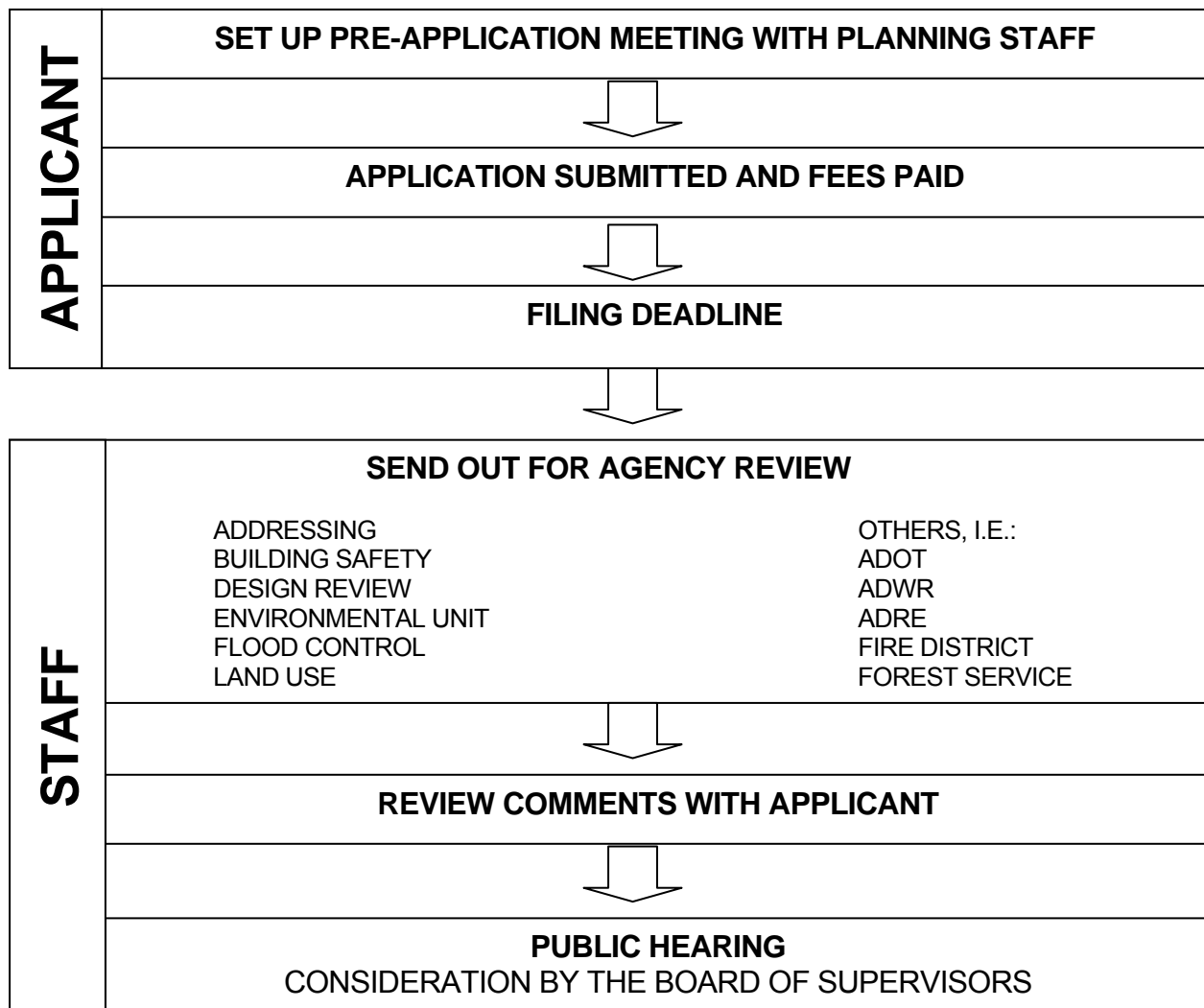
1801 S. Milton, Flagstaff  
(928) 774-1491

Arizona Department of Environmental Quality (ADEQ)  
1110 W. Washington St., Phoenix  
(602) 771-2300

Arizona Department of Water Resources (ADWR)  
1316 Iron Springs Rd., Prescott  
(928) 778-7202

If the property that you are proposing to develop is adjacent to Arizona State Trust Lands or lands under the jurisdiction of the Bureau of Land Management, U.S. Forest Service, etc., the neighboring agency will also be involved in the review of your proposal. Other factors such as significant archaeological sites or endangered wildlife occurring on the property, proposed structures that could affect aircraft, etc., could involve other agencies in the review as well.

### APPLICATION PROCESS FLOW CHART



**PRELIMINARY PLAT APPLICATION CHECKLIST**

APPLICANT: \_\_\_\_\_

PARCEL#: \_\_\_\_\_

No application is to be submitted or accepted unless it is complete including, but not limited to, the following:

- \_\_\_\_ 1) A mandatory pre-application meeting with the Development Services Representatives on (DATE) \_\_\_\_\_;
- \_\_\_\_ 2) Hearing application submittal form filled out completely;
- \_\_\_\_ 3) Letter of Intent detailing the proposed use(s) and time period requested (if applicable);
- \_\_\_\_ 4) A legal description of the property/lease area identified on the application; if too lengthy, please attach;
- \_\_\_\_ 5) The address and directions to the subject parcel for purposes of preparing the hearing notice and posting the property;
- \_\_\_\_ 6) Permission to enter property statement;
- \_\_\_\_ 7) Letter of authorization signed and notarized if required;
- \_\_\_\_ 8) A copy of **draft** deed restrictions that may apply to the subject property;
- \_\_\_\_ 9) Requested variances and waivers or known deviations from design standards;
- \_\_\_\_ 10) Thirty (30) copies of the Preliminary Plat, 24" X 36" in size, showing all required items listed on the Preliminary Plat Checklist. Also provide one (1) 11" X 17" copy of each sheet of the Preliminary Plat;
- \_\_\_\_ 11) Two (2) copies of all required supplementary materials noted on the Preliminary Plat Checklist;
- \_\_\_\_ 12) A minimum of three (3) sets of construction drawings;
- \_\_\_\_ 13) A Traffic Impact Analysis study accordance with "*Traffic Impact Analysis for Proposed Development*", ADOT, Highway Division, Traffic Engineering Section 1991. In cases where the proposed development streets intersect a State or County highway, the Traffic Impact Analysis shall be performed as outlined above. In instances where the interior development streets do not intersect or adjoin a State or County highway, the level of detail for the Traffic Analysis and its content shall be at the discretion of the County Engineer;
- \_\_\_\_ 14) Phase II Drainage Report in accordance with the requirements of Section 2.4 of the Yavapai County Drainage Criteria Manual;
- \_\_\_\_ 15) Environmental Unit required information:
  - Perc test results, if required at this time
  - Depth to groundwater
  - Ambient groundwater nitrate levels
  - A completed application for approval of sanitary facilities
- \_\_\_\_ 16) Conformance with General Plan and respective Community Plan;
- \_\_\_\_ 17) Does the request require a Community Plan Amendment?
- \_\_\_\_ 18) Does the request require a Major or Minor General Plan Amendment?
- \_\_\_\_ 19) A filing fee in the amount of \$ \_\_\_\_\_. (Determined by the Development Services fee schedule as adopted by the Board of Supervisors).

**Preliminary Plat Contents Checklist**

APPLICANT: \_\_\_\_\_ PARCEL#: \_\_\_\_\_

\*Every Preliminary Plat filed with the Development Services Department shall be clearly and legibly drawn to a scale of 1" = 200'; 1" = 100'; or 1" = 50'. A scale of 1" = 100' is preferred. The size of the sheet shall be 24" X 36" unless another size is found acceptable by staff.

**A PRELIMINARY PLAT SHALL CONTAIN THE FOLLOWING INFORMATION AND DATA:**

- \_\_\_\_ 1) Proposed name of subdivision and its location by Section, Township and Range; small scale vicinity map showing relative location of the plat; reference by dimension and bearing to section corners and quarter-section corners; and subdivision boundaries clearly identified;
- \_\_\_\_ 2) Total subdivision acreage and over-all dimensions;
- \_\_\_\_ 3) Name, address and phone number of landowner (and subdivider, if not the same);
- \_\_\_\_ 4) Name, address and phone number of engineer, surveyor, landscape architect or land planner preparing the plat, including registration number(s);
- \_\_\_\_ 5) Scale, north point and date of preparation, including dates of any subsequent revisions;
- \_\_\_\_ 6) Topography by contours relating to U.S.G.S. survey datum, or other datum approved in writing by the County Engineer, to be shown on the same map as the proposed subdivision layout. Location and elevation of the benchmark used should also be shown on the plat. Acceptable contour intervals:
  - Grades up to 5% = 2 feet
  - Grades from 5% to 15% = 5 feet
  - Grades over 15% = 10 feet.

Source and date of topography shall be noted on the Preliminary Plat. Datum basis shall be noted. Whenever practical, elevations should be based on U.S.C.@G.S. or N.G.S. datum. At least one (1) permanent benchmark shall be included as part of the Preliminary Plat. Regular U.S.G.S. topographic maps, enlargements or similarities of same will not be acceptable as the source of topography. Topography shall extend at least 100' into all adjoining properties. This requirement may be waived on a case-by-case basis by staff;
- \_\_\_\_ 7) **Drainage related items:** Flood hazard and one hundred (100) year floodplain areas, if any, shall be delineated on the Preliminary Plat and finished floor elevations for building pads shall be identified for all lots impacted by flood hazard areas. All lots impacted by flood hazard areas must have an established restrictive building envelope that is outside the delineated flood hazard area;
- \_\_\_\_ 8) Location, widths, ownership status and names of all existing streets and improvements therein; railroads; recorded utility or other easements or rights-of-way, including any existing facilities therein; public areas; all existing structures, with an indication of whether or not they are to remain; and municipal corporation lines within or adjacent to the tract. Access road to the proposed subdivision shall be described to its intersection with a public road right-of-way;
- \_\_\_\_ 9) Name, book and page numbers of any recorded subdivisions within, or having a common boundary with, the tract, or notation "unsubdivided" where appropriate;
- \_\_\_\_ 10) Location, width and names of proposed streets, alleys, drainage ways, cross-walks and easements including all connections to adjoining platted or un-platted tracts. A typical cross-section shall be depicted on the plat where applicable describing the aforementioned improvements;
- \_\_\_\_ 11) **Lot layout:** including minimum building setback lines related to all streets; typical lot dimensions (scaled); minimum lot sizes; dimensions of all corner lots and lots on curvilinear sections of street; each lot numbered individually and total number of lots shown;

- \_\_\_ 12) Designation of all land to be dedicated or reserved for public or semi-public use, with use indicated. Existing use of property immediately surrounding the plat area;
- \_\_\_ 13) Reference by note to source of proposed electricity, gas, telephone service, solid waste disposal, police and emergency service agencies;
- \_\_\_ 14) If plat includes land for which multi-family, commercial or industrial use is proposed, such areas shall be clearly designated together with existing zoning classification, present district boundary lines and status of any pending zoning change;
- \_\_\_ 15) **Sewage Disposal:** It shall be the responsibility of the subdivider to furnish the Department such evidence as may be required for its satisfaction as to the design and operation of sanitary sewage facilities proposed. A statement as to the type of facilities proposed shall appear on the Preliminary Plat.  
  
**Subdivisions Utilizing Individual On-site Wastewater Systems:** Where the proposed sewage disposal system will be by individual on-site wastewater systems, the results of the testing in accordance with current ADEQ requirements and rules shall be submitted with the Preliminary Plat. Where alternative on-site wastewater systems are proposed, necessary supporting information shall be provided for review and approval in concert with Preliminary Plat evaluation;
- \_\_\_ 16) **Water Supply:** It shall be the responsibility of the subdivider to furnish the Environmental Unit such evidence as that Unit may require for its satisfaction as to the facilities for supplying domestic water. A statement as to the type of facilities proposed shall appear on the Preliminary Plat;
- \_\_\_ 17) **Solid Waste Disposal:** Subdivider shall indicate distance and location of refuse disposal area. In addition, method of collection must be indicated;
- \_\_\_ 18) Engineering plans submitted in support of the Preliminary Plat shall be prepared under the direction of and signed and sealed by a Registered Professional Engineer;

#### SUPPLEMENTARY CONTENTS OF PRELIMINARY PLAT

In addition to the contents required by Sections 408 through 411, the Director and/or County Engineer may require the following supplementary contents:

The following material shall accompany the submission of all Preliminary Plats. If this data is not included on the Preliminary Plat, then a minimum of two (2) copies are required unless more are required in specific instances by other agencies or regulations. Supplemental submittals at this stage, such as grading, drainage or road plans, should be preliminary plans, not construction plans. They are the type of plans needed to evaluate the sustainability of the Preliminary Plat and allow the reviewing agencies to make reasonable decisions. The plans may generally be prepared using scaled distances and elevations taken from the topographic map used for the Preliminary Plat. When possible, they should be at the same scale as the Preliminary Plat. All supplemental submittals must be consistent with each other and the Preliminary Plat.

- \_\_\_ 1) Preliminary draft of proposed deed restrictions or protective covenants to be incorporated in the Final Plat submittal, including provisions for use and maintenance of commonly owned facilities, if any;
- \_\_\_ 2) A statement regarding availability of utilities and the direction and distance thereto and preliminary letters of serviceability shall be submitted in conjunction with the application;
- \_\_\_ 3) A list of the proposed street names;
- \_\_\_ 4) **Preliminary Grading Plan:** A preliminary grading plan shall be required when cuts or fills will exceed five feet (5') in height or will extend outside of the normal street right-of-way. The preliminary grading plan shall be in sufficient detail to convey the extent of grading activities such that their impact can be evaluated by the reviewing agencies. The plan shall include existing and finish grade contours and limits of cut and fill areas. Driveway and building locations shall be shown when topographic or other constraints will require specific locations or site grading. A geotechnical report shall accompany the grading plan to support the slope stability assumptions of the grading plan;



- \_\_\_\_ 5) **Preliminary Road Plans:** Grades shall be given to the nearest whole percent grade. A profile sheet coinciding with the roads as shown on the Preliminary Plat or separate plan and profile sheets shall be prepared at a scale sufficient to allow evaluation of the proposed roads. Proposed drainage structures within the right-of-way shall be shown on the preliminary road plans. The Preliminary Grading Plan may be shown on the Preliminary Road Plans if all of the grading will be related directly to the roads. The reviewing agency's interest in these plans are:
- Height, stability and slope of cut/fills
  - Affected drainage patterns
  - Potential roadway geometric problems
  - Impacts of the roads on adjacent lots, property and access
  - Relationship of drainage to roadways
  - Other items that may be specific to the roads in the specific subdivision
- \_\_\_\_ 6) **Preliminary Utility Plans:** A Preliminary Utility Plan shall be prepared to illustrate the proposed location of utilities and verify that the necessary easements and rights-of-way are proposed on the Preliminary Plat. It is recognized that final utility locations are decided by the individual utilities, but the objective of the Preliminary Utility Plan shall be to encourage cooperation in planning by the various utilities;
- \_\_\_\_ 7) **Preliminary Drainage Plans:** The Preliminary Drainage Plan shall be part of a Phase II Drainage Report in accordance with the requirements of the Flood Control District and the Yavapai County Drainage Criteria Manual. The plan may include a drainage report, floodplain delineation and floodplain study depending on the size of the project and its location topographically as well as geographically;
- \_\_\_\_ 8) **Traffic Impact Analysis:** Generally the following criteria are considered when determining if a traffic impact study is warranted:
- Significant changes in land-uses are proposed or higher density zoning is sought
  - County arterial highway access is requested or the existing location of access to the property is changed
  - The proposed increased activity or intensity of development will significantly impact vehicular or pedestrian traffic on County roads
  - A total of one hundred (100) or more vehicular trips during an A.M. or P.M. peak hour will be generated by the proposed development
- The subdivider shall be required to provide financial assurances or complete the installation of any improvements determined necessary to maintain or improve traffic operations and traffic safety functions in direct proportion to the impact caused by the proposed development. A traffic impact study when warranted shall be performed in accordance with "Traffic Impact Analysis for Proposed Development", Arizona Department of Transportation (ADOT), Highway Division, Traffic Engineering Section, 1991. The County Engineer may waive the requirements of ADOT analysis on a case-by-case basis. In cases where the proposed subdivision streets intersect a State or County highway the Traffic Impact Analysis shall be performed as outlined above. In instances where the interior subdivision streets do not intersect or adjoin a State or County highway the level of detail for the traffic study and its contents shall be at the discretion of the County Engineer. The County may direct the applicant to have an independent consultant do the Traffic Study with the applicant to pay all associated costs. Upon submittal to the Department, the study shall be transmitted to and reviewed by the County Engineer's office. Copies shall be made available to other governmental agencies, which may be affected by increased traffic;
- \_\_\_\_ 9) Any waiver or variance from approved construction standards or the Subdivision Regulations such as zoning, road design, flood control, etc. shall be in the form of an application specifying each requested waiver or variance and associated justification;
- \_\_\_\_ 10) The type or form of assurance that will be made for completion of improvements in a subdivision in accordance with A.R.S. §11-806-01 and Yavapai County Subdivision Regulations Section 6;

- \_\_\_\_ 11) Two copies of a preliminary title report or a policy of title insurance issued by a title insurance company within the preceding thirty (30) working days to the owner of the land, covering the land within the subdivision and showing all record owners, liens, and encumbrances. The preliminary title report shall contain Schedule "B" indicating the status of legal access to the proposed subdivision;
- \_\_\_\_ 12) A letter detailing how the application is in compliance with any stipulations of conditional zoning of the property if applicable;
- \_\_\_\_ 13) Additional information as may be necessary to assure that the proposed Preliminary Plat conforms to the provisions of the Subdivision Regulations.

## LETTER OF INTENT

To Whom It May Concern:

In July of this year, we purchased a property approximately twenty-two (22) acres in size in the vicinity of the community of Black Canyon City adjacent to the Old Black Canyon Highway. The property is currently vacant and is surrounded on three (3) sides by State Trust Land and residential properties. We are proposing to develop this property for the purposes of constructing and operating a twenty (20) space RV Park.

The business will operate year-round, seven (7) days per week. RV spaces will be rented, not sold, on both a short term and long term basis with some spaces for overnight camping. There will also be a manufactured home placed on-site for the caretaker's/manager's residence. There will only be three (3) employees for the operation of the park, including the following: a manager/caretaker, a part-time office employee for evenings/weekends, and a maintenance person. The registration office will be located in a 20'x40' site-built structure and will be open from 7:00 A.M. to 10:00 P.M. The office building will also contain a small convenience store. The store will sell small items such as chips, soda, batteries, aspirin, beer and wine. We have submitted an application for a class 10 liquor license to sell packaged beer and wine for the residents and/or patrons of the park, as well as the general public.

We are proposing to install a self contained package water treatment facility, which we have already discussed with the Yavapai County Environmental Services Unit and ADEQ. The property will be heavily landscaped, as indicated on our site plan, with a variety of trees and bushes and will be watered with the treated effluent from the package treatment facility.

We have spoken to all of our neighbors in the immediate area and they have indicated that they are not opposed to our project and the traffic impact should be minimal on the area due to the small size of the park.

Sincerely,

Mr. and Mrs. John Doe

**PROPERTY DIRECTIONS**

ASSESSOR'S PARCEL NUMBER: \_\_\_\_\_

APPLICANT'S NAME: \_\_\_\_\_

DIRECTIONS TO PROPERTY:

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**PERMISSION TO ENTER PROPERTY**

HEARING APPLICATION: \_\_\_\_\_

DATE: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

NAME: \_\_\_\_\_

PARCEL NO.: \_\_\_\_\_

LEGAL DESCRIPTION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ (or see attached)

I, the undersigned, hereby give permission to the Yavapai County Development Services staff in the discharge of their duties as stated herein, and for good and probable cause, to enter the above described property to inspect same in connection with the enumerated application made under the terms of the Yavapai County Planning and Zoning Ordinance, or for any investigation as to whether or not any portion of such property, building or other structure is being placed, erected, maintained, constructed, or used in violation of the Yavapai County Planning and Zoning Ordinance; or for any investigation for conditions, compliance, and stipulations under the terms of the Yavapai County Planning and Zoning Ordinance and public hearings concerning this parcel. Such entry shall be within sixty (60) days of the date of my signature (below) or within sixty (60) days of the date of a public hearing for review, transfer, or renewal of the application. Such entry shall \_\_\_\_\_ be \_\_\_\_\_ limited between the hours of 7:00 A.M. and 6:00 p.m. MST. I understand that this permission to enter property is OPTIONAL and VOLUNTARILY GIVEN and may be withdrawn or revoked (either in writing or orally) at any time.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

State of Arizona

ss

County of Yavapai

On this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_ before me, the undersigned Notary Public, personally appeared \_\_\_\_\_ who Executed the foregoing instrument for the purpose therein contained.

In witness whereof, I hereby set my hand and official seal

\_\_\_\_\_  
NOTARY PUBLIC

\_\_\_\_\_  
Date Commission Expires

**SAMPLE LETTER OF AUTHORIZATION**

DATE: \_\_\_\_\_

TO WHOM IT MAY CONCERN:

This letter will serve as authorization for \_\_\_\_\_ *(name, title, corporation)* \_\_\_\_\_, to act as an agent on behalf of \_\_\_\_\_ *(corporation, landowner)* \_\_\_\_\_, including, but not limited to, power of attorney for the purpose of obtaining a \_\_\_\_\_ *(type of request)* \_\_\_\_\_, for \_\_\_\_\_ *(type of use)* \_\_\_\_\_ in cooperation with the Yavapai County Development Services Department.

Located on Assessor Parcel Number: \_\_\_\_\_

Landowner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

State of Arizona

ss

County of Yavapai

On this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ before me, the undersigned Notary Public, personally appeared \_\_\_\_\_ who executed the foregoing instrument for the purpose therein contained.

In witness whereof, I hereby set my hand and official seal

\_\_\_\_\_  
NOTARY PUBLIC

\_\_\_\_\_  
Date Commission Expires