



CASE NO. _____
Accepted by: _____
Date: _____
Acct # 101-5400-00-4458
Fees: _____

MAP OF DEDICATION PLANNING APPLICATION (PRE-APPLICATION REQUIRED)

(incomplete applications, including checklist, will not be accepted)

PROJECT INFORMATION (Completed by Applicant)			
Development/Project Name:			
Address/Location:			
Parcel Number(s): Section: Township: Range:	Pre-Application Meeting Date:	Pre-Application File No:	
	Planner:		
Gross Area (Acre/sq. ft.):	Net Area (Acre/sq. ft.):	Zoning:	
APPLICANT INFORMATION (Single point of contact)			
Name:	Company:		
Address:			
City:	State:	Zip Code:	
Phone Number:	E-mail address:		
Signature of Applicant:	Date:		
PROPERTY OWNER			
Name:	Company:		
Address:			
City:	State:	Zip Code:	
Phone Number:	E-mail address:		
Signature of Property Owner:	Date:		
Review times in accordance with SB 1598 Policy			

**MAP OF DEDICATION
SUBMITTAL CHECKLIST
PRE-APPLICATION REQUIRED**

I acknowledge that the following items are required for processing of my application with the City of Avondale Development Services Department. I understand that the application will be not accepted without the following items.

TO BE COMPLETED BY PLANNER		DELIVERABLES
YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	Completed Planning Application
<input type="checkbox"/>	<input type="checkbox"/>	Applicant's and owner's signatures on Planning Application
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Filing Fee: \$360 – Team Pre-application fee \$_____ = \$_____
<input type="checkbox"/>	<input type="checkbox"/>	Map of Dedication – 24"x36" folded to 9"x12" and drawn to scale (5 copies)
<input type="checkbox"/>	<input type="checkbox"/>	Title report (3 copies)
<input type="checkbox"/>	<input type="checkbox"/>	Legal description (3 copies)
<input type="checkbox"/>	<input type="checkbox"/>	ALTA survey – 24"x36" folded to 9"x12" and drawn to scale (3 copies)
<input type="checkbox"/>	<input type="checkbox"/>	COGO (error of closure) (2 copies)
<input type="checkbox"/>	<input type="checkbox"/>	Phase I Environmental Report (2 copies)
<input type="checkbox"/>	<input type="checkbox"/>	Each item on the checklist scanned to disc or flash drive in PDF format, with label and date (1)
Review times in accordance with SB 1598 Policy .		

Signature: _____ Printed Name: _____
Company: _____ Date: _____

If you have any questions regarding items on this checklist, please contact your project planner.

1. Title with name and general location:
 - Fractional, Section, Township, Range, County, and State
2. Name of owner, address, phone, and contact person.
3. Dedication Statement with acknowledgement (notarized).
4. Standard Approval block (see below).
5. Date of plan preparation and subsequent revision dates (see below).
6. Legal description of parent parcel.
7. Name, address, phone number and registration number, and seal of State of Arizona registered land surveyor.
8. Current Assessor's Parcel Number (APN).
9. Vicinity map, north arrow and scale of not less than 1" = 100'.
10. A legend or table that identifies and explains all symbology and abbreviations used.
11. Monuments found and set.
12. Existing and new street names.
13. Adjacent properties identified.
14. Line and curve tables.
15. Provide a Basis of Bearing between two (2) public land surveying monuments to which corner of the minor land division map shall be tied by course and distance.
16. Ties and description of two PLSS (GDACS) monuments.
17. NGS Bench Mark control point(s) and datum referenced for survey.
18. General notes regarding easements.

STANDARD SIGNATURE BLOCK

Approvals

Approved by the Council of the City of Avondale, Arizona

this _____ day of _____, 20_____.

Mayor Date

Attest, City Clerk Date

City Engineer Date

PLAN PREPARATION BLOCK

Case #	_____		
Submittal #	_____	Preparation Date:	_____
Submittal #	_____	Preparation Date:	_____
Submittal #	_____	Preparation Date:	_____