

PROCEDURE AND APPLICATION FOR PROPOSED TENTATIVE SUBDIVISION PLAT PRE-APPLICATION MEETING

A Tentative Subdivision Plat Pre-App meeting is held with Community Development Department prior to preparation of a tentative plat. At the pre-application review meeting the sub-divider will present to the Community Development Department a general outline of the sub-divider's proposal. The purpose of the pre-application review meeting is to provide to the subdivider with general information on regulations, County comprehensive plan, zoning, county planning, engineering, drainage, sewage, water systems, flood control and similar standards, and requirements while the sub-divider's plans are still being formulated.

Please completely fill out the information on the following page and attach a sketch plan (PDF format) of the proposed subdivision for review. These meetings will be held in the Community Development offices located at 31 N. Pinal Street, Building F, Florence, AZ. You will be contacted by a staff member to schedule an appointment once the application is received. You can contact us by phone: (520) 866-6442 DSPublicRecordsRequest@pinalcountyz.gov if you have any questions regarding the subdivision pre-application meeting.

- A. File an application and all required supporting documentation for a Tentative Subdivision Plat. Please use the attached application forms.
- B. Submit application form and all supporting documents via online portal site at <https://citizenaccess.pinalcountyz.gov/CitizenAccess/> ***
- C. Attend a Pre-Application meeting with the Planning Department and affected County agencies.
- D. Pre-Application Meeting Fee = \$210.00, for online payments there is a processing fee:
- E. Submittal Checklist:

- Completed application form
- sketch plans and concepts regarding land use, street and lot arrangement, lot sizes, open space and tentative proposals regarding utilities, grading and drainage, storm water retention and street improvements.

** Pre-Application meetings are held on the second and fourth Tuesday of each month. Complete applications must be received 14 working days prior.

*** Your application must be submitted digitally. Please call or email the Planning Division for more information, There is a processing fee for online payments please follow this link for more information:

<http://www.pinalcountyz.gov/CommunityDevelopment/Pages/OnlinePaymentsInfo.aspx>



APPLICATION FOR A TENTATIVE SUBDIVISION PLAT PRE-APPLICATION MEETING, IN AN UNINCORPORATED
AREA OF PINAL COUNTY, ARIZONA
(all applications must be typed or written in ink)

Tentative Plat & Project Information:

1. Project Name: _____
2. Owner/Applicant: _____
3. Address: _____ Phone: _____
Email Address: _____
4. Parcel #(s) (attach a separate list if necessary): _____
5. Number of Lots: _____ Total Acreage: _____
6. Zoning Classification/Case Number(s): _____
7. Development Agreement: YES NO
8. Septic: YES NO
9. Water and Waste Water Utility Providers: _____
10. Is the property located within three (3) miles of an incorporated community? _____ If yes, which ones:

11. Please list any questions you have or items you would like to discuss (additional sheets may be attached):

INV#: _____ AMT: _____ DATE: _____ CASE: _____ Xref: _____

COMMUNITY DEVELOPMENT
Planning Division