



# Land Use Application Form

Fee: \_\_\_\_\_

**1. Application is made for:**

- |   |                     |   |
|---|---------------------|---|
| Zoning Map Change / PAD                     | Preliminary Plat    | General Plan Amendment                    |
| Final PAD Site Plan Review                  | Final Plat          | Wireless Tower                            |
| Use Permit / Temporary Use Permit           | Minor Land Division | Development Standards Review (Commercial) |
| Variance / Appeal                           | Lot Line Adjustment | Other: _____                              |
| Zoning Verification / Administrative Review |                     |   |

**2. Project Name:** \_\_\_\_\_

**3. Contact information:** (a list of additional contacts may be attached)

Owner Name: _____	Applicant Name: _____
Address: _____	Address: _____
City: _____ State: _____ Zip: _____	City: _____ State: _____ Zip: _____
Phone: _____	Phone: _____
E-mail: _____	E-Mail: _____

**4. Property Description:** Parcel Number \_\_\_\_\_ Acres: \_\_\_\_\_

Address or Location: \_\_\_\_\_

Existing Zoning: \_\_\_\_\_ Existing Use: \_\_\_\_\_

Proposed Zoning: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

**5. Purpose:** (describe intent of this application in 1-2 sentences)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**6. Certification:**

*I certify that I am the lawful owner of the parcel(s) of land affected by this application and hereby consent to this action.*

Owner: \_\_\_\_\_ Date: \_\_\_\_\_ **AND**

*I certify that the information and attachments I have submitted are true and correct to the best of my knowledge. In filing this application, I am acting with the knowledge and consent of the property owner(s). I understand that all materials and fees required by the Town of Camp Verde must be submitted prior to having this application processed.*

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_



# Minor Land Division & Lot Line Adjustment

## Application Instructions

<u>Staff Use Only</u>	
Application Number:	_____
Received By:	_____
Date:	_____
Fees Paid:	_____
<b>Complete:</b>	<b>Y    N</b>

*Minor Land Division: Any parcel or tract of land containing split into two or three separate lots, tracts or parcels of land, creating no more than three parcels, lots or tracts in total, and where no new street is involved, must have a Minor Land Division Permit approved by the Community Development Department. Must comply with Section 502.A.1*

*Lot Line Adjustment: Land taken from one or more parcels that is added to an adjacent parcel without creating any additions parcels and complies with Section 502.A.2*

	<b>Staff Use</b>
1. Pre-Application meeting with Staff	<b>Y N</b>
2. Application fee as per the current fee code.	<b>Y N</b>
3. Completed <b>Land Use Application</b> form	<b>Y N</b>
4. Comprehensive list of Property Owners, Buyers, and Interested Persons	
5. Land Survey showing original and proposed lot configurations; demonstrate compliance with Section 502.A.1 & 2.	<b>Y N</b>
6. Legal Description of final lot configurations.	<b>Y N</b>

**(See Part 5 Section 502 A & B)**

**ORIGINAL PARCELS BEING SPLIT OR RECONFIGURED:**

Assessor's Parcel Number(s): \_\_\_\_\_  
 If within a subdivision, Subdivision Name: \_\_\_\_\_  
 Size of Original Parcel(s): \_\_\_\_\_  
 How many TOTAL PARCELS will be created with this land division/lot line adjustment, including the original parcel? \_\_\_\_\_

**LEGAL ACCESS TO ALL PARCELS CREATED:**

Each parcel must front onto a legal means of access as provided for in Part 5, Section 502, B Access and Easement Standards of the P&Z Ordinance. Easement and legal access must be shown on the land survey.  
 What is the legal access to the newly created parcels/lot configuration? Street \_\_\_\_\_ Access Easement \_\_\_\_\_  
 Can the private access easement be legally utilized, permanently? Yes \_\_\_\_\_ No \_\_\_\_\_  
 Does access meet zoning requirements (e.g. width, surface improvement and maintenance agreement, etc.)? \_\_\_\_\_  
 If not, please describe: \_\_\_\_\_

**ZONING REQUIREMENTS FOR NEWLY CREATED PARCELS AND LOT RECONFIGURATIONS:**

**What is the zoning for the Parcel(s)?** \_\_\_\_\_  
 Each newly created parcel and/or reconfigured parcel must meet the Town of Camp Verde's zoning requirements in Part 2 Section 203, regarding size, width/depth, setbacks, and lot coverage. Show dimensions of all existing structures, driveways, and easements. Actions may not result in any substandard lots or non-conforming uses.  
 Do **ALL** the parcels created meet these requirements? \_\_\_\_\_  
 Applicant Comments: \_\_\_\_\_

**VERIFICATION AND ACKNOWLEDGEMENT**

We, the undersigned, acknowledge we are the owner(s) of the land being divided as described in this application, and hereby certify our approval of the described action(s) and that the information set forth in this application is true and correct by our signature.

Property Owner Signature _____	Printed Name _____
Property Owner Signature _____	Printed Name _____
Property Owner Signature _____	Printed Name _____
Property Owner Signature _____	Printed Name _____

Date: \_\_\_\_\_