

MASTER DEVELOPMENT PLAN APPLICATION

(Revised 07-23)



MASTER DEVELOPMENT PLAN

MASTER DEVELOPMENT PLAN REQUIREMENTS INSTRUCTIONS

1. A *Master Development Plan Application* legally notarized with all applicable signatures as required.
2. A Copy of the *recorded deed of the parcel(s)* proposed for the Master Development Plan.
3. Fee Requirements:
 - a. Refer to Fee Schedule as approved by Navajo County Board of Supervisors.
4. The following written statements:
 - b. A *written statement* expressing the *intent of the development*. Also identify in writing the owners designated *Single Point of Contact* for all formal communications.
 - c. A *written statement* identifying the *proposed method of sewage disposal*.
 - d. A *written statement* identifying the *proposed method of fire protection*.
5. A *letter* from the *local Fire District/Department* expressing their ability and/or capacity to give service to the proposed development. This statement must also indicate that the local Fire District/Department has also reviewed the proposed Master Development Plan and finds the proposed layout and fire protection plan addresses state and local fire code requirements.
6. A *letter* from the County Special District Coordinator stating that the proposed development is not encumbered by *County Improvement District Assessments*.
7. The subdivider shall file *two (2), full size, and copies* of the Master Development Plan in the office of the Development Services Department.
4. One 8 ½" x 11" *copy* of the *Master Development Plan* shall be submitted prior to the hearing(s).
9. Such other *supplemental information* as the Director or County Engineer may require ***to insure that the development would protect the public health, safety and general welfare.***
10. The following is a list of the *Master Development Plan* requirements:
 - a. The *size of the Master Development Plan* shall be 24 x 36 inches and shall be drawn to a 50, 100 or 200 foot to the inch scale, whichever is most appropriate to clearly present necessary details.
 - b. The *title of the map* and a *legal description of property*.
 - c. The *location, description and approximate acreage* of all *proposed uses*.
 - d. The *name and address* of the *owner and subdivider*.
 - e. The *name and address* of the *person preparing* the Master Development Plan.
 - f. The *approximate acreage and overall dimensions* of the proposed development.
 - g. A *north arrow, the drawing scale and the date* that the Master Development Plan was prepared.

- h. The *development boundary line* and *vicinity map*.
- i. The *existing use* of property immediately surrounding the development, along with *Assessor's Parcel Numbers*.
- j. The *names, locations* and *widths* of *adjoining streets*.
- k. All *identifying landmarks* and existing *structures*, both above and below ground.
- l. The locations of *proposed streets*.
- m. All *streets* and *rights-of-ways* providing *permanent access* to the development.
- n. The *widths* of *existing easements*, also identify the *function* of the *easements*.
- o. All *existing culverts* and *drain pipes*.
- p. All *water courses* and *channels* including proposed facilities for control of storm waters. Two (2) copies of the *preliminary drainage report* are required.
- q. All lands subject to *overflow, inundations* or *flood hazard*.
- r. All *existing rights-of-way*.
- s. Any *lands* and *parks* to be dedicated for public use.
- t. The *location, size, number* and *usage type* of proposed lots (i.e.; single family residential; multi-family residential; commercial; etc.).
- u. The proposed *yard setbacks*.
- v. An *approval block* with area for signature of the *Chairman* of the *Planning & Zoning Commission* and the signature of the *Chairman* of the *Board of Supervisors*, including areas for dates.
- w. The *proposed open space* for *recreation*.
- X The names of *utility companies* servicing the proposed development.
- y. Show *topographic contours* with maximum intervals as follows:

<u>Slope</u>	<u>Interval</u>
0 - 2%	1'
3 - 9%	2'
10%+	5'
- z. If the development is to be building in phases, the phases *uses* must be *clearly identified* on the *Master Development Plan*. The phases shall be *numbered* and a *boundary line* must be represented for each phase.
- aa. The *names of utility companies* servicing the proposed development.

11. An additional ***separate Site Plan*** shall be prepared for *Special Development - Commercial/Industrial proposals*.



**NAVAJO COUNTY
PLANNING & DEVELOPMENT SERVICES**

Post Office Box 668 - 100 W. Public Works Dr.
Holbrook, Arizona 86025
(928) 524-4100 FAX (928) 524-4122

MASTER DEVELOPMENT PLAN APPLICATION

OWNER INFORMATION:

OWNER'S NAME: _____

CONTACT PHONE NO.: _____ E-MAIL: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

AGENT/POINT OF CONTACT INFORMATION:

CONTACT'S NAME: _____

COMPANY NAME: _____

CONTACT PHONE NO.: _____ E-MAIL: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

SUBJECT PARCEL INFORMATION:

LEGAL DESCRIPTION: T _____ N – R _____ E, SECTION _____, ASSESSOR PARCEL NO.: _____

SUBDIVISION NAME: _____ LOT: _____

RURAL ADDRESS: _____ AREA: _____

PARCEL SIZE: _____ DATE OF OWNERSHIP: _____

PRESENT USE OF PROPERTY: _____

PROPOSED USE OF PROPERTY: _____

CURRENT ZONING: (Please check appropriate Zoning Classification)

- | | | | | | | |
|--------------------------------|--------------------------------|--------------------------------|-------------------------------|-------------------------------|--|--------------------------------|
| <input type="checkbox"/> A-Gen | <input type="checkbox"/> RU-20 | <input type="checkbox"/> RU-10 | <input type="checkbox"/> RU-5 | <input type="checkbox"/> RU-1 | <input type="checkbox"/> R1-43 | <input type="checkbox"/> R1-10 |
| <input type="checkbox"/> R-2 | <input type="checkbox"/> R-3 | <input type="checkbox"/> C-R | <input type="checkbox"/> I-1 | <input type="checkbox"/> I-2 | <input type="checkbox"/> Special Development | |

REQUESTED DEVELOPMENT ZONING:

- Residential Commercial Industrial Mixed

CALCULATED FEE: _____ (\$400 plus \$30 per acre)

OWNER'S AFFIDAVIT:

I, (print name) _____, being duly sworn, depose and say that I am an owner of the property involved in this application and that the information herewith submitted is true and correct to the best of my knowledge.

Owner's Signature

STATE OF ARIZONA)
) SS
COUNTY OF _____)

Sworn and subscribed before me on this _____ Day of _____, 20_____

Notary Public

My Commission Expires

FOR STAFF USE ONLY:

ACCEPTED BY: _____ DATE: _____

SUBMITTAL APPROVED: _____ DATE: _____

CASE NO.: MDP _____ ACTION: GRANT DENY WITHDRAWN

NOTES / STIPULATIONS: _____
