Navajo County
Planning & Zoning
Minor Land Division Application

This MLD does not apply to any lots within a platted subdivision. Any and all lots within a subdivision must go through the Plat Amendment process.

Applicant Information

Name :	Phone :
Mailing Address :	E-mail Address :
City: State/Zip:	Parcel Number :

Property Information

City : State/Zip :	Address :
Owner's Name :	Phone :
Contact E-mail :	Lot Size : Zoning :
Description of Request :	
Existing Buildings on the Property at Present :	
Existing Access and Utility Easements:	

Acknowledgements

- ☐ I am in compliance with ARS 11-831, 32-2101 et seq, and Navajo County Building Code Addenda and Additions, and the Navajo County Zoning Ordinance.
- ☐ I certify that I have informed my surveyor of the location(s) of all septic tank(s) and above ground structures on my property.
- ☐ Legal & physical access to the parent parcel is traversable by 2 wheel-drive passenger motor vehicle.
- ☐ Legal & physical access to each proposed parcel is traversable by 2 wheel-drive passenger motor vehicle.
- ☐ I hereby certify that there is legal access to all parcels created by this division (Provide Documents showing legal access to County or State Roadway).

Fee

- ☐ 1 way split - $300 (results in 2 lots)
- ☐ 3 way split - $350 (results in 4 lots)
- ☐ 2 way split - $325 (results in 3 lots)
- ☐ 4 way split - $375 (results in 5 lots)

Separate Fees, in addition to those associated with the Minor Land Division Process, are charged by the County Recorder's Office For Surveys, as Prescribed by their fee schedule.

Navajo County Planning & Zoning
P.O. Box 668 Holbrook, AZ 86025
P: (928) 524-4100 F: (928) 524-4399
planning@navajocountyaz.gov

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Certification & Signature

ITEMS BELOW ARE REQUIRED

In accordance with the definition contained in the Arizona Revised Statutes Section 11-809, any minor land divisions which are the result of any individual, firm, partnership, or corporation conspiring together to create 5 or less parcels of land, any 1 of which is 10 acres or less in size, shall be deemed a minor land division and subject to all provisions of the Navajo County Subdivision Ordinance and state subdivision laws.

- ☐ Minor Land Division Application
- ☐ Non-Refundable Processing Fee
- ☐ Survey Map
- ☐ Legal Descriptions for Resulting Parcels
- ☐ Easements Showing Legal Access

Printed name of Applicant : _____

Signature of Applicant : _____ **Date :** _____

Printed name of Property Owner (if not the Applicant) : _____

Signature of Property Owner (if not the Applicant) : _____ **Date :** _____

The foregoing instrument was acknowledged before me this _____ day of _____ by _____

_____ Printed name of Notary

_____ Signature of Notary

My Commission Expires: _____

TO BE COMPLETED BY NAVAJO COUNTY

Office Use Only	Planning & Zoning Department Action
Received By :	☐ Approved ☐ Denied
Date Received :	
Receipt # :	**Comments :**
Related Cases :	
_____	
_____	**Signature :** _____ **Date :** _____

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Return Address:

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____

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Processed for Tax year ________

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Navajo County Land Division Split Request Form

This form must be recorded at the Navajo County Recorder Office. If part of a County Minor Land Division Application, the form will be recorded with application. This request will NOT be processed if you fail to provide legal descriptions to account for entire parent parcels, fail to obtain all approvals or if properties are not the exact identical ownership per Assessor tax records. (All properties involved must be of identical ownership, per the tax records. This form does not convey title.)

As the OWNER of RECORD, you are hereby authorized to Split the parcel below:

Check appropriate usage.

Parcel Number(s)	Residential	Vacant	Agricultural	Commercial	Rental

APPROVALS AND SIGNATURES:

Department	Signature	Date
City Planning & Zoning or County Community Development		
Treasurer's Office		

Owners of Parent Parcel (per Assessor records) **Date:**

Print Name	

LEGAL DESCRIPTION (s) for NEWLY created parcels: May Provide attachments

New Parcel "1"

Legal Description:	
Proposed access and utility easements:	

New Parcel "2"

Legal Description:	
Proposed access and utility easements:	

New Parcel "3"

Legal Description:	
Proposed access and utility easements:	

ATTACH ADDITIONAL SHEETS IF MORE ROOM IS NEEDED FOR LEGAL DESCRIPTIONS BY ATTACHING SHEETS CONTINUING THE LETTER SEQUENCE AND IN THE SAME FORMAT

IF IMPROVEMENTS EXIST, PROVIDE DRAWINGS OF IMPROVEMENT LOCATION ON NEWLY CREATED PARCELS.

OWNER SIGNATURES_____**DATE**_____

OWNER SIGNATURES_____**DATE**_____

OWNER ADDRESS _____

OWNER EMAIL_____ **PHONE**_____

ASSESSOR REP SIGNATURE _____**DATE**_____

PAYMENT RECEIVED_____