



**COMMUNITY DEVELOPMENT DEPARTMENT
MINOR LAND DIVISION APPLICATION**

In order to ensure that the division of land complies with Chapter 16.32 of the Town Code and does not constitute a subdivision, a Minor Land Division application must be approved prior to the division of a parcel of land into two or three separate parcels, either by recordation of a contract of sale or deed of conveyance, or requesting a split of a tax assessor parcel.

OWNER/APPLICANT: _____ PHONE: () _____

MAILING ADDRESS: _____

ZONING: _____ TAX PARCEL NO: _____ - _____ - _____

LEGAL DESCRIPTION OF EXISTING PROPERTY (FROM CURRENT DEED)

EXISTING ACCESS AND UTILITY EASEMENTS: _____

WILL THE LAND SPLIT RESULT IN THE CREATION OF A STREET FOR ACCESS: YES NO

Attach a map of appropriate scale showing property lines, boundaries, dimensions, bearing, and total acreage for existing and proposed parcels. Number of new parcels created shall be noted. Current conditions should be indicated by a solid line; proposed conditions with a dashed line. Existing site improvements including: single-family dwellings and accessory structures should be shown. Refer to Town Code Section 16.32, Minor Land Division Application Procedures for all application requirements. An application fee of \$35.00 must be submitted with application.

NOTE: Final minor land division approval is contingent upon recorded documents being received by this department.

DATE: _____

SIGNATURE: _____

COMMUNITY DEVELOPMENT DEPARTMENT
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