

# CITY OF PRESCOTT

**IN ORDER TO SUBMIT THIS APPLICATION YOU MUST SCHEDULE A MEETING WITH A CITY PLANNER. TO SCHEDULE A MEETING PLEASE CALL 928-777-1207.**

## PRELIMINARY PLAT SUBMITTAL CHECKLIST

PP #: \_\_\_\_\_ Subdivision Name: \_\_\_\_\_

Assessor's Parcel Number(s): \_\_\_\_\_

**No application will be accepted unless it is complete including, but not limited to, the following:**

- A copy of the Pre-Application Conference (PAC) Letter. PAC# \_\_\_\_\_
- Application stating the request and the type of proposed development, the assessor's parcel number, application signed and dated, indicating whether the owner or the agent. If agent, include the name and address of the property owner, phone number, and a letter of authorization. (Refer to Page 2)
- Ten (10) **FOLDED** copies of the preliminary plat. (Minimum size 24" X 36") including all information specified in the *Land Development Code*, Article 9.10.9. (Refer to "**Preliminary Plat Submittal Requirements**" pages 4-5)
- One (1) 8 1/2" X 11" xerographic reduction or photo reduction of the preliminary plat.
- An electronic file of the Preliminary Plat in a .pdf format.**
- One (1) copy of the legal description of the property with surveyor's seal and an electronic copy of the legal description in "**Word**" format.
- Two (2) copies of the following: 1) preliminary grading plan; 2) general drainage report; and 3) preliminary water and wastewater reports. (See Items 5, 8 & 15, Pages 3/4)
  - Plans Drawn using Arizona Board of Technical Registration "Arizona Boundary Survey Minimum Standards" (See pages 7-9)
- Water supply plan (i.e. Certificate of Assured Water Supply or Water Service Agreement Application - Pages 10-13)
- Traffic Impact Analysis, if required
- Title Report, if required
- A filing fee in the amount of:
  - \$3,845.56 (first 20 lots)**
  - \$ 207.26 (each lot over 20)**
  - \$ 273.30 (Planned Area Development (PAD application fee))**

**NOTE: SUBMITTAL OF AN APPLICATION DOES NOT GUARANTEE THE ITEM WILL BE SCHEDULED FOR THE NEXT AVAILABLE PUBLIC MEETING. A DETERMINATION OF "APPLICATION COMPLETENESS" BY THE STAFF PLANNER IS REQUIRED BEFORE ANY ITEM WILL BE SCHEDULED FOR PUBLIC HEARING.**

(Office Use Only)

PLANNER TAKING IN APPLICATION \_\_\_\_\_

DATE TAKEN IN \_\_\_\_\_



**CITY OF PRESCOTT**  
**COMMUNITY DEVELOPMENT DEPARTMENT**  
**PLANNING DIVISION**  
 201 S. Cortez, Prescott, AZ 86301 (928) 777-1356

**Project #:** \_\_\_\_\_ **PRELIMINARY PLAT - HEARING APPLICATION**

**Subdivision Plat Name:** \_\_\_\_\_

**Current Assessor's Parcel Number(s):** \_\_\_\_\_

**Township** \_\_\_\_\_ **Section** \_\_\_\_\_ **Range** \_\_\_\_\_ **Zoning:** \_\_\_\_\_

	<i>For Staff Use Only</i>
<b>Owner Name &amp; Address:</b> _____ _____ _____  <b>Phone:</b> _____ <b>Fax:</b> _____ <b>Email:</b> _____	Date Received: _____ Taken In By: _____ Assigned To: _____ Date Application Complete: _____ Fees & Charges: _____ Receipt #/Date: _____ P&Z Study: _____ P&Z Vote: _____ Council Study: _____ Council Vote: _____
<b>Applicant Name &amp; Address</b> (If different than property owner, <b>Agent letter must accompany submittal</b> ): _____ _____ _____  <b>Phone:</b> _____ <b>Fax:</b> _____ <b>Email:</b> _____	

**Request For Preliminary Plat Approval:**

Description of request: \_\_\_\_\_

Location of Property: \_\_\_\_\_

Total Acres: \_\_\_\_\_ Total Lots: \_\_\_\_\_

Min. Lot Size: \_\_\_\_\_ Max. Lot Size: \_\_\_\_\_ Average Lot Size: \_\_\_\_\_

Existing Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_

Is mass grading proposed: \_\_\_\_\_

Is project in a Reimbursement District: \_\_\_\_\_ If yes, what type: \_\_\_\_\_

**If a Planned Area Development:**

Total % Area of Open Space: \_\_\_\_\_ Total Open Space Area (acres): \_\_\_\_\_

Total Number of Dwelling Units: \_\_\_\_\_

<b>Name</b>	<b>Signature</b>	<b>Date</b>
-------------	------------------	-------------

## PRELIMINARY PLAT SUBMITTAL REQUIREMENTS

The applicant shall submit ten (10) folded copies of the Preliminary Plat (24" by 36") and such plat shall conform to the Arizona Board of Technical Registrations "Arizona Boundary Survey Minimum Standards" and be accompanied by or contain the following information:

### 1. **Adjacent Properties**

a) Name, book and page numbers of any recorded subdivisions within or having a common boundary with the tract, or notation "un-subdivided" where applicable.

b) Name and location of a portion of adjoining subdivisions shall be drawn to the same scale and shown in a distinguishable manner adjacent to the tract proposed for subdivision in sufficient detail to show the existing streets and alleys, and other physical features and constraints that may influence the layout and development of the proposed subdivision. Where adjacent land is not subdivided, the name and address of the owner of the adjacent parcels will be provided. Names and addresses may be retrieved from the Yavapai County Assessor's Maps and are understood to be only as current as the Assessor's records.

2. **Blocks, Lots, Building Lines, Park and Yards.** The subdivision shall show all proposed rights-of-ways and alleys, easements, blocks, lots and lot layout, building lines, parks, etc., with principal dimensions to the nearest foot. Each lot shall be numbered. The total number of lots shall be shown and front, side and rear designations shall be shown for lots that are unusual shapes. The area, in acres, of the subdivision will be shown as well as municipal corporation lines within, or adjacent to, the tract.

3. **Boundary Lines and Bearings (on City datum).** Boundary lines, bearings, and distances sufficient to locate the exact area proposed for subdivision. At least one subdivision corner shall be referenced to a survey (abstract) corner. The area, in acres, of the subdivision shall be shown.

4. **Contours.** Topographic contours related to USGS survey datum, shall be shown on the same map as the proposed subdivision layout. Grades up to 5 percent shall be shown in 5 foot intervals and grades over 5 percent shall be shown in 2-foot intervals. Topography shall be shown a minimum of 100 feet beyond the subdivision boundaries. Refer to the *Land Development Code*, Section 6.8/Hillside Development Standards for criteria related to maximum site disturbance where slopes exceed 20%.

5. **Drainage Report.** A general drainage report shall accompany the Preliminary Plat. This report shall show the acreage draining into the subdivision; points of runoff through, and away from, the subdivision; a map illustrating the proposed direction of storm flows within public or private right-of-way shall be indicated by drainage arrows; and the area of proposed detention within the common area shall be displayed.

### 6. **Engineer or Surveyor Identification and Property Owner(s) or Agent(s) Information**

Include the name, registration number, and seal of the registered professional engineer or land surveyor responsible for preparation of the plat. The engineer or surveyor shall have a valid and current certificate from the Arizona State Board of Technical Registration for Engineers and Land Surveyors. The name, address, and telephone number of the property owner(s) and agent(s) shall also be included. Plans, specifications, plats or reports prepared by a registrant or a registrant's bona fide employee shall be issued under the registrant's seal if the Board requires the registrant to use a seal.

7. **Format, Boundary Lines, Northpoint, Subdivision Title and Vicinity Map.** The plat and mylar shall be drawn to a legible scale of 1-inch equals 200 feet, or 1-inch equals 100', or another legible scale as approved by the Community Development Department. Each drawing shall measure 24 inches by 36 inches. When necessary, the plat may be contained on several sheets accompanied by an index sheet showing the entire subdivision. The area,

in acres, of the subdivision shall be shown on the plat. The date of preparation of the plat and any revisions shall be shown on the plat. The title under which the proposed subdivision is to be recorded and its location by section, township, range and county shall be shown. The name or title of the subdivision shall not duplicate the name of any existing subdivision.

A vicinity map on a smaller scale showing the proposed subdivision and its relationship to the surrounding area shall appear on the plat. Include the name, address, and telephone number of the property owner(s).

8. **Grading Plan and Declaration.** A written declaration is required with a Preliminary Plat application for all projects proposing mass grading. A preliminary grading plan shall be required where mass grading is planned and/or hillside development is proposed. The scale of the Preliminary Plat may be at 1-inch equals 200 feet or at 1-inch equals 100 feet. The date of preparation of the plat and any revisions. The title under which the proposed subdivision is to be recorded, and its location by section, township, range and county. The name or title of the subdivision shall not duplicate the name of any existing subdivision. A vicinity map on a smaller scale showing the proposed subdivision and its relationship to the surrounding area and streets. Refer to the *Land Development Code*, Section 6.8/Hillside Development Standards for criteria related to maximum site disturbance where slopes exceed 20%.
9. **Land Uses and Zoning.** Designation of the proposed uses of land (including all lots and tracts) within the subdivision shall be shown. All areas to be excluded from the subdivision shall be shown as “not a part”. Sites, if any, to be reserved or dedicated for parks, playgrounds or other public uses; and, sites, if any, to be reserved or dedicated for private common open space shall be shown. Any zoning amendments to be requested shall be noted. If the proposed plat includes land for multi-family, commercial or industrial use, such areas shall be clearly designated together with existing zoning classification, present district boundary lines, and status of any pending zoning changes.
10. **Phasing.** Each Preliminary Plat shall identify all proposed units, as well as lots, for Council consideration, provided each phase can stand alone. The Final Plat shall be recorded unit by unit, as stated on the approved Preliminary Plat. Construction may occur in phases as may be approved on each recorded Final Plat unit. Separate plans shall be required for each phase.
11. **Protective Covenants.** If necessary, a draft of any protective covenants where the sub-divider proposes to regulate land use or development standards in the subdivision shall be provided.
12. **Subdivision Identification Signs.** The location of the permanent subdivision identification sign(s) shall be shown.
13. **Title Report.** A title report if requested shall be provided.
14. **Traffic Impact Analysis.** A Traffic Impact Analysis study may required in accordance with the requirements of Sec. 6.14, Traffic Impact Analysis.
15. **Water and Wastewater Utilities.** Reports for both water and wastewater utilities shall include maps of the locations where lines serving the site will be connected; sizes of existing lines and facilities; schematic layouts indicating the types, sizes, and approximate locations of new facilities (mains, pump stations, lift stations, upgrades, etc.) anticipated to be needed both within the site as well as off-site which have been identified through consultation with the City’s water and sewer models; and associated preliminary assessments of demand and infrastructure sufficiency shall be provided.
16. **Surface Water Data**
  - a) Location of streams, washes, canals, irrigation laterals, private ditches, existing culverts, lakes, or other water features including direction of flow; and,

- b) Location and extent of FEMA Floodplains.

17. **Water Supply Plan.** An assured water supply plan and application consistent with the requirements of Sec. 7.4.8E., Assured Water Supply, shall be provided.

18. **Archaeological Study.** An archaeological study may be required to determine the potential for any prehistoric or historic resources, unless due to the small size of the project site or improbability of resources, the Community Development Director waives the requirement.

### PRELIMINARY PLAT PROCESSING PROCEDURES

**Date of Filing.** The Preliminary Plat and all supporting data as described in subsection 2 above shall be submitted to the Community Development Director a minimum of 34 days prior to the Planning and Zoning Commission meeting at which consideration is desired. The Preliminary Plat shall be considered officially filed only after it is examined and found to comply with the general provisions of these regulations by the Community Development Director.

#### Distribution of Preliminary Plats

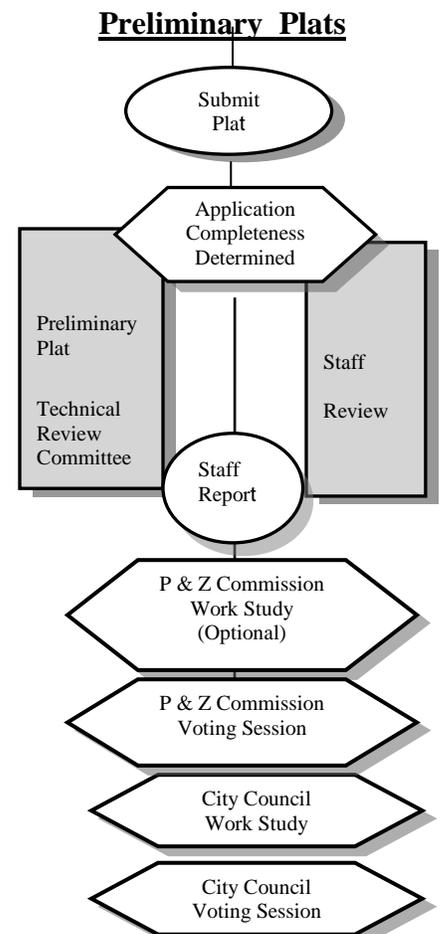
Upon receipt of a complete application, the Community Development Director shall distribute the Preliminary Plat to the following

- City Engineering Services Department
- City Fire Department
- City Parks, Recreation, and Library Department
- City Police Department
- City Public Works Department
- County Assessor – Cartography Division
- County Flood Control District
- County Health Department
- County Public Works Department
- Prescott Public Schools
- Natural Resources Conservation Service
- Private utility companies
- ADOT (where applicable)

#### Review by Technical Review Committee

The Technical Review Committee shall review the preliminary plat and provide written comments for use in the staff report, as specified below. The sub-divider, his engineer, land surveyor, or other representative may request a Technical Review Committee meeting at which the proposed plat is to be discussed. If the Committee determines that additional information is needed prior to the Planning and Zoning Commission review, the Commission’s review may be delayed as necessary to allow the applicant sufficient time to provide such information.

#### Review by Community Development Director



The Community Development Director shall review the Preliminary Plat application and the recommendation of the Technical Review Committee and prepare a staff report.

**Review by Planning and Zoning Commission**

The Planning and Zoning Commission shall review the application in a public meeting and recommend approval, approval with conditions or denial. The recommendation and its reasons shall be forwarded to the City Council.

**City Council Action**

The City Council shall review the Preliminary Plat in a public meeting and vote to approve, approve with conditions, or deny the plat application.

**Issues for Consideration**

The City shall consider the following in the review of Preliminary Plats:

- a. The purposes for subdivision regulations of Sec. 9.10.1;
- b. The requirements of Sec. 9.10.6, Standards for Subdivision Approval;
- c. The physical arrangement of the subdivision;
- d. Adequacy of street and thoroughfare rights-of-way and alignment;
- e. Compliance of the streets and thoroughfares with the adopted plans and the existing street pattern in the area;
- f. Adequacy of easements for proposed or future utility service and surface drainage; and
- g. Suitability of lot size and area with respect to the minimum requirements for the type of sanitary sewage disposal proposed.

**Effect of Preliminary Plat Approval**

- a. Not Approval of Final Plat

Conditional approval of a Preliminary Plat shall not constitute approval of the Final Plat. Rather, it shall be deemed an expression of approval to the layout submitted on the Preliminary Plat as a guide to the preparation of the Final Plat.

- b. **Lapse of Approval**

Preliminary approval of the subdivision shall be valid for a period of 12 months from the date of approval, and the general terms and conditions under which the preliminary approval was granted will not be changed. The preliminary plat approval of a subdivision shall expire unless a Final Plat is submitted within the 12 month period or unless an extension is approved by the City Council at the request of the sub-divider. An extended approval for a phased development may be granted by the Council.

**LAYER AND SURVEY DATUM REQUIREMENTS**

When submitting survey datum and layer information for engineering plans that are to be submitted to the City of Prescott (i.e.: final plat, preliminary plat and revision of plat, improvement plans for subdivision and commercial site improvements, as-built plans, etc.) those plans must meet the following survey datum and layer requirements:

1. Datum will be in international feet for horizontal and vertical, NAVD 88 for vertical and City of Prescott co-ordinates for horizontal. Please refer to **Exhibit A** titled, "City of Prescott Survey Datum Requirements."
2. A survey block or note listing two on-site points conforming to "City of Prescott Survey Datum Requirements" must be provided. These two points must have a Northing, Easting and a NAVD 88 elevation.
3. Centerline monuments should be a rebar in a hand hole at all PC's, PT's and intersections. Right-of-Way monuments should be a rebar in concrete at PC's, PT's and angle points. See **Exhibit B**, "Y.A.G. Standard detail 120-1P entitled, "Survey Marker."
4. Works will be submitted in their entirety in digital electronic format which is compatible with the city's system as follows: CADD-- .DGN (microstation), .DWG (Auto CADD), .DXF (generic) and must conform to the city's layer and feature requirements listed below:

<b>"CITY OF PRESCOTT LAYER REQUIREMENTS"</b>	
<b>CONTROL LAYERS</b>	<b>STORM DRAIN LAYER</b>
CONTROL: GPS ground control	STORMLIN: Storm lines
SECCOR: Section corners	STORMSTR: Storm points or nodes
RGTOFWAY: Right of Ways	EXISTSTORM: Existing storm drain features
PARCELS: Property lines	
<b>WATER LAYERS</b>	<b>UTILITY LAYERS MISC.</b>
HYDRANT: Water hydrants	EASEMENT: Easements
WATERSTR: Water points or nodes	EXISTMISC: Existing misc. features
WATERMAIN: Water lines	GAS: Gas lines and features
EXISTWATER: Existing water features	CABLE/TV: Cable, Phone and TV lines
<b>SEWER LAYERS</b>	ELEC: Electric lines and features
SEWERSTR: Sewer points or nodes	<b>ROAD FEATURES</b>
SEWERMAIN: Sewer lines	CNTRLIN: Street centerlines
LIFTSTAT: Lift Stations	CURB: Curb and gutter
EXISTSEWER: Existing sewer features	SIDEWALKS: Sidewalks
	EDGEPAVE: Edge of pavement or uncurbed areas
<b>SURROUNDING FEATURES</b>	UNPAVEDROAD: Unpaved roads
BUILDING: Buildings	
FENCES: Fences and walls	

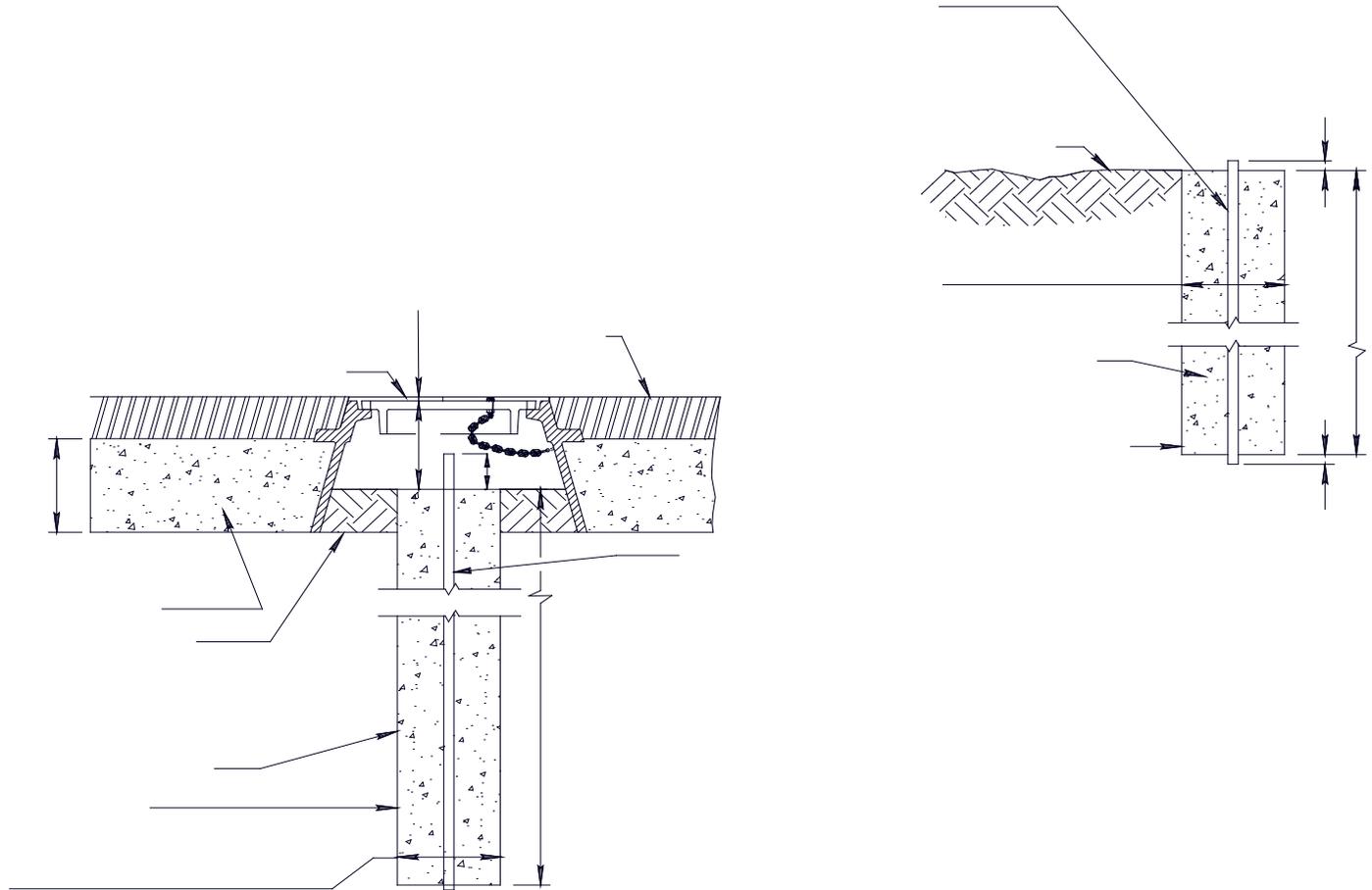
## “EXHIBIT A”

“CITY OF PRESCOTT SURVEY DATUM REQUIREMENTS”			
<b>COORDINATE UNITS:</b>		International Feet	
<b>DISTANCE UNITS:</b>		International Feet	
<b>HEIGHT UNITS:</b>		International Feet	
<b>VERTICAL DATUM:</b>		NAVD 88	
STATE PLANE			
<b>COORDINATE SYSTEM:</b>		US State Plane 1983	
<b>DATUM:</b>		(WGS 84)	
<b>ZONE:</b>		Arizona Central 0202	
<b>GEOID MODEL:</b>		GEOID99 (Conus)	
CITY OF PRESCOTT – CONVERSION FROM STATE PLANE			
<b>NORTHING:</b>		(State Plane x 1.000329975) – 701,456.0090	
<b>EASTING:</b>		(State Plane x 1.000329975) + 69,457.2499	
STATE PLANE – CONVERSION FROM CITY OF PRESCOTT			
<b>NORTHING:</b>		(City of Prescott + 701,456.0090) x 0.999670134	
<b>EASTING:</b>		(City of Prescott – 69,457.2499) x 0.999670134	
EXAMPLE CITY OF PRESCOTT MINGO BASE			
<b>LATITUDE</b>	34°	34’	29.27969” N
<b>LONGITUDE</b>	112°	28’	48.72638” W
<b>HEIGHT</b>	5582.412’		
STATE PLANE	COORDINATES	CITY OF PRESCOTT GRID	
<b>NORTHING</b>	1,301,026.703	600,000.0000	
<b>EASTING</b>	530,367.742	600,000.0000	
<b>ELEVATION</b>	5,673.955’	5,673.955’	
Control provided by the City of Prescott will be in the City of Prescott coordinate system.			
INTERNATIONAL FEE & U.S. FEET CONVERSIONS			
U.S. Feet to International Feet		U.S. Feet x 1.00000200	
International Feet to U.S. Feet		International feet x 0.99999800	

1. When converting elevations, the difference is negligible; 0.011 , For example: 5673.955 International Feet = 5673.944 U.S. Feet.
  
2. When converting State Plane, the difference is unacceptable:  
**Northing:** 1,301,026.703 International Feet = 1,301,024.101 U.S. Feet  
**Eastings:** 530,367.742 International Feet = 530,366.681 U.S. Feet  
 The difference in coordinates is 2.602 feet in the Northings and 1.061 feet in the Eastings which is a locational difference of 2.810 feet.

**Y.A.G. Standard Detail  
120-1P/ Survey Marker**

**“EXHIBIT B”**





CITY OF PRESCOTT  
PUBLIC WORKS DEPARTMENT  
BENJAMIN BURNS, SR. ENG TECHNICIAN  
433 N VIRGINIA ST, PRESCOTT, AZ 86302  
(928) 777-1130 (F) 928-771-5929

**WATER SERVICE AGREEMENT APPLICATION**

PERMIT #: WSA \_\_\_\_\_

Please complete the form and submit a legible legal description on a separate sheet of paper as well as a site plan of the subject property with proposed improvements. Submit all documents and the filing fee directly to the Community Development Department at 201 S. Cortez St, Prescott, AZ 86302.

APPLICANT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL: \_\_\_\_\_

LEGAL OWNER NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL: \_\_\_\_\_

PROJECT SITE ADDRESS: \_\_\_\_\_

CURRENT ZONING: \_\_\_\_\_ PROPOSED ZONING: \_\_\_\_\_

ASSESSOR'S PARCEL NUMBER(S) OF EXISTING PROPERTY:

\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-      \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-      \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-      \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-  
\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-      \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-      \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-      \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-

EXISTING WATER/SEWER (Y/N) : \_\_\_\_\_ IF YES,  
WATER MAIN SIZE: \_\_\_\_\_ SEWER MAIN SIZE: \_\_\_\_\_

EXISTING WELL (Y/N): \_\_\_\_\_ IF YES, Wells must be formally abandoned as part of this water service application. Contact the local office of the Arizona Dept of Water Resources (778-7202) for the requirements.

PROJECT DESCRIPTION: # OF PROPOSED UNITS \_\_\_\_\_ # OF PROPOSED LOTS \_\_\_\_\_  
OTHER \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- FEES:**
- \$ 50.00 LOT SPLIT
  - \$ 50.80 SINGLE FAMILY RESIDENCE
  - \$200.00 SUBDIVISION
  - \$203.20 MULTI-FAMILY, MOBILE HOME PARK

**(OFFICE USE ONLY)**

- LEGIBLE LEGAL DESCRIPTION INCLUDED
- SITE PLAN/PLAT INCLUDED
- FILING FEE INCLUDED: AMOUNT \$ \_\_\_\_\_
- WITHIN CITY OF PRESCOTT  OUTSIDE OF CITY LIMITS (COUNTY)

**REVIEWER SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**(PLANNING USE ONLY)**

**PRE-APPLICATION CONFERENCE** \_\_\_\_\_ **YES** \_\_\_\_\_ **NO** **IF YES, PAC NO:** \_\_\_\_\_

**GIS MAP ATTACHED** \_\_\_\_\_ **YES** \_\_\_\_\_ **NO**

**COMMENTS:** \_\_\_\_\_

**IN COMPLIANCE WITH:**

- SPECIFIC AREA PLAN
- NEIGHBORHOOD PLAN
- LOCAL HISTORIC DISTRICT PLAN
- OPEN SPACE, TRAIL, PARK OR RECREATION PLAN
- GROWTH PLANNING OR GROWTH MANAGEMENT PLAN
- REDEVELOPMENT PLAN
- OTHER ADOPTED, APPLICABLE CITY PLAN OR POLICY

**REVIEWER SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**(PUBLIC WORKS USE ONLY)**

1. **COUNCIL APPROVAL DATE:** \_\_\_\_\_ **COUNCIL DENIAL DATE:** \_\_\_\_\_

**REVIEWER SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

2. **ADMINISTRATIVE APPROVAL DATE:** \_\_\_\_\_ **ADMINISTRATIVE DENIAL DATE:** \_\_\_\_\_

**REVIEWER SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

3. **IN COMPLIANCE WITH CIRCULATION PLAN?** \_\_\_\_\_ **YES** \_\_\_\_\_ **NO**

**REVIEWER SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

4. **IN COMPLIANCE WITH CAPITAL IMPROVEMENT PLAN?** \_\_\_\_\_ **YES** \_\_\_\_\_ **NO**

**REVIEWER SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

## **Water Allocation Criteria System**

EFFECTIVE DECEMBER 31, 1998, ALL RESIDENTIAL DEVELOPMENT WITHIN THE CITY'S WATER SERVICE AREA DESIRING TO UTILIZE THE CITY'S WATER SYSTEM AND NOT HAVING A 100 YEAR ASSURED WATER SUPPLY CERTIFICATION, SHALL BE REQUIRED TO OBTAIN A WATER SERVICE AGREEMENT (WSA). SUCH AN AGREEMENT SHALL BE REQUIRED AS PART OF THE APPROVAL OF A PRELIMINARY SUBDIVISION PLAT, OR THE AMENDMENT OF A PREVIOUSLY APPROVED PRELIMINARY OR FINAL SUBDIVISION PLAT IN WHICH THE AMENDMENT INCREASES THE NUMBER OF RESIDENTIAL LOTS OR RESIDENTIAL UNITS. SUCH AN AGREEMENT SHALL ALSO BE REQUIRED PRIOR TO THE ISSUANCE OF ANY BUILDING PERMIT FOR MULTIPLE FAMILY HOUSING (DEFINED AS TWO OR MORE RESIDENTIAL UNITS), MOBILE HOME PARKS, LOT SPLITS, RESIDENTIAL SUBDIVISIONS APPROVED BY OTHER GOVERNMENTAL JURISDICTIONS, OR ANY OTHER RESIDENTIAL DEVELOPMENT NOT SUBJECT TO THE CITY OF PRESCOTT'S PRELIMINARY AND FINAL SUBDIVISION PLATTING APPROVAL PROCESS.

WATER SERVICE SHALL ONLY BE MADE BY AGREEMENT APPROVED BY THE PRESCOTT CITY COUNCIL FOR FOUR (4) OR MORE LOTS, OR ADMINISTERED BY STAFF FOR 1-3 LOTS. SUCH AGREEMENTS MAY SET FORTH THE TERMS AND CONDITIONS OF WATER SERVICE, INCLUDING, BUT NOT LIMITED TO: VOLUME OF APPROVED WATER; TIME PERIODS TO USE OR LOSE THE WATER ALLOCATION; THIRD PARTY APPROVAL REQUIREMENTS; CITY SEWER USE AND EFFLUENT OWNERSHIP AND USE RIGHTS; ANY SPECIAL FEES OR ASSESSMENTS; AND STIPULATIONS AND REQUIREMENTS REGARDING THE USE OF THE PROPERTY TO BE DEVELOPED AS SET FORTH IN A RESIDENTIAL DEVELOPMENT PLAN.

AGREEMENTS FOR WATER SERVICE SHALL ONLY BE APPROVED WITHIN THE LIMITS OF THE APPROVED PRESCOTT WATER BUDGET, UNLESS AMENDED OR WAIVED BY THE PRESCOTT CITY COUNCIL.

AGREEMENTS FOR WATER SERVICE SHALL ONLY BE APPROVED FOR RESIDENTIAL DEVELOPMENT PLANS, OR FOR A COMMERCIAL/INDUSTRIAL PROJECT IF WATER USE IS LESS THAN FIVE (5) ACRE FEET PER YEAR, DETERMINED BY THE PRESCOTT CITY COUNCIL TO BE IN COMPLIANCE WITH ALL APPLICABLE CITY DEVELOPMENT REGULATIONS, TO BE CONSISTENT WITH AND CONFORM TO THE CITY'S ADOPTED GENERAL PLAN, AND TO BE CONSISTENT WITH AND CONFORM TO ANY AND ALL ADOPTED AND APPLICABLE PLANS:

- (A) SPECIFIC AREA PLAN;
- (B) NEIGHBORHOOD PLAN;
- (C) LOCAL HISTORIC DISTRICT PLAN;
- (D) CIRCULATION PLAN;
- (E) OPEN SPACE, TRAIL, PARK OR RECREATION PLAN;
- (F) GROWTH PLANNING OR GROWTH MANAGEMENT PLAN;
- (G) CAPITAL IMPROVEMENT PLAN;
- (H) REDEVELOPMENT PLAN; AND/OR
- (I) OTHER ADOPTED, APPLICABLE CITY PLAN OR POLICY.

IN DETERMINING WHETHER A DEVELOPMENT IS CONSISTENT WITH AND CONFORMS TO THE GENERAL PLAN AND ANY OF THE IDENTIFIED OTHER APPLICABLE AND ADOPTED PLANS OR POLICIES, THE OVERALL INTENT AND GOALS OF THE APPLICABLE PLAN OR POLICY SHALL BE CONSIDERED, AND THE DEVELOPMENT PLAN SHALL ALSO BE EVALUATED AS TO WHETHER IT FURTHERS THE IMPLEMENTATION OF, AND IS NOT CONTRARY TO, THE POLICIES, GOALS, OBJECTIVES, STRATEGIES AND APPLICABLE ELEMENTS OF THE PLANS AND POLICIE

## **City Plans Evaluation**

CITY COUNCIL POLICY IS THAT WATER SERVICE BE EVALUATED FOR GIVEN PROJECTS THAT ARE CONSISTENT WITH AND FURTHER THE IMPLEMENTATION OF ADOPTED CITY PLANS. THESE INCLUDE THE 2003 GENERAL PLAN, SPECIFIC AREA PLANS, HISTORIC DISTRICT PLANS, CIRCULATION PLANS, NEIGHBORHOOD PLANS, OVERLAY DISTRICTS AND OPEN SPACE AND TRAIL PLANS. SOME EXAMPLES OF ACTIVITIES THAT WOULD BE CONSISTENT WITH AND FURTHER THE IMPLEMENTATION OF PLANS ARE:

**PROTECTION OF NATURAL FEATURES**

**WORK FORCE HOUSING**

**CREATION OF EMPLOYMENT THAT EXCEEDS YAVAPAI COUNTY MEDIAN WAGE**

**CONTINUATION OR CREATION OF PUBLIC TRAILS**

**PROVISION OF ALTERNATIVE TRANSPORTATION AMENITIES SUCH AS BIKE TACKS AND BUS PULL-OUTS**

**PROVISION OF PEDESTRIAN AMENITIES SUCH AS SIDEWALKS SEPARATED FROM ROADS AND PATHS AND WALKWAYS CONNECTING NEIGHBORHOODS.**

Circulation Plans

**STREET EXTENSIONS CONSISTENT WITH A PLAN**

**PROVISION OF ADDITIONAL EMERGENCY ACCESS**

**CREATION OF SHARED ACCESS POINTS**

**MINIMIZATION OF CURB CUTS**

**ROW LANDSCAPING**

**PROVISION OF TRAFFIC CALMING DEVICES**

Downtown Master Plan

**COMPATIBLE ARCHITECTURE**

**ESTABLISHMENT OF STREET TEES**

**SETBACKS CONSISTENT WITH A BLOCK**

**MIXED USES SUCH AS RESIDENTIAL ABOVE RETAIL**

Specific Area Plans

**CONSISTENT LAND USE OR REZONE TO RECOMMENDED USE**

**STREET CREATIONS OR EXTENSIONS**

**INFRASTRUCTURE EXTENSIONS**

**PROTECTION OF NATURAL FEATURES**

**PRESERVATION OF OPEN SPACE CONSISTENT WITH PLAN**

Utility Plans

Water Model & Master Plan (Main extension, main size, storage & pumping)

Sewer Model & Master Plan (Main extension, main size, pretreatment, pumping, effluent quality)