LAKE HAVASU CITY
Final Plat Subdivision/Amendment Application

Submit completed application to the Development Services Department / Planning Division:
2330 McCulloch Blvd N. / Lake Havasu City, AZ 86403   or   planninginfo@lhcaz.gov
For Subdivision procedures, see Lake Havasu City Code Title 13.

APPLICATION NUMBER: _____   **DATE:** _____

(1) OWNER NAME/MAILING ADDRESS/CONTACT INFO

_____   **Phone:** _____
_____   **Email:** _____
_____

(2) APPLICANT NAME/MAILING ADDRESS/CONTACT INFO (if different than Owner)

_____   **Phone:** _____
_____   **Email:** _____
_____

(3) SITE LOCATION

Property Address: _____   Assessor Parcel ID(s): _____
  Township: _____ Range: _____ Section: _____   _____
  Tract: _____ Block: _____ Lot: _____   _____

(4) PROJECT INFORMATION

Proposed Subdivision Name: _____   Tract Number: _____   Number of Lots/Units: _____

Existing Zoning: _____   Proposed Zoning: _____   Acres: _____

(5) FINAL PLAT SUBMITTAL REQUIREMENTS (Provide a bundled set for each Division as shown below)

Document Required for Packet	Planning Set		Engineering Set		Building Set	
	Required	Received	Required	Received	Required	Received
Final Plat Maps	1		3 + PDF		1	
Final Grading Plans	1				2	
Final Drainage Plans	1		3 + PDF			
Final Roadway Plans	1		3 + PDF			
Final Water & Sewer Plans	1		3 + PDF			
Final Stormwater Disposal/Retention	1		3 + PDF			
Sealed Engineer's Cost Estimate	1		2 + PDF			
Financial Assurance	2		1 + PDF			
Articles of Incorporation	1					
Deed Restrictions	1					
Final Title Report	1					

Note: Condominium projects require a declaration which includes information required by A.R.S. Title 33, Chapter 9

___ Other/Notes: _____

(6) APPLICATION PROCESSING TIMEFRAME & FEES

a) Staff routes documents to reviewing parties for comments; prepares and forwards comments for the applicant to address. (25 business days)
b) Repeat reviews until all comments are addressed. (15 business days per resubmittal)
c) Final Plat will be scheduled for City Council meeting to approve or deny Final Plat. (up to 45 business days)

☐ **Final Plat Subdivision: $1,238.29**   ☐ **Final Plat Amendment: $721.91**   *Note: Other fees may apply*

(7) CONTACT PLANNING FOR FURTHER INFORMATION
  Luke Morris, City Planner (928) 854-0722 morrisl@lhcaz.gov
  Stuart Schmeling, Development Services Director (928) 854-0714 schmelings@lhcaz.gov

(8) CLARIFICATION
  A person may request the City to clarify its interpretation or application of a statute, ordinance, code, or policy affecting the processing of this application in accordance with ARS § 9-839.

(9) CERTIFICATION/ACKNOWLEDGEMENT
a) I hereby file the above request as an authorized applicant.
b) To the best of my knowledge, the information provided herein is accurate and true.
c) I am aware of the steps and timeframes involved in the processing of this application.

To submit this application electronically, Lake Havasu City requires that you certify your application by submitting an electronic signature. Please type your name in the field below and click the confirm signature check box.

SIGNATURE _____   **DATE** _____

CONFIRM SIGNATURE ☐