

Dedication Application Attachment 1

This form is used to file an application for dedication of an easement and/or right-of-way with the city of Phoenix Planning & Development Department. Consultation with city staff at the Site Development Counter on the 2nd Floor of City Hall is required before application submittal.

Contact Information Acontact person should be available to answer questions and be responsible for delivering City documents to the property owner(s) Single-Family Acontact person should be available to answer questions. Water and Sewer permits relating to these right-of-way and returned them to the city's Real Estate Office. PDD will not release construction permits until the owner has signed the dedication by Real Estate that the documents are ready for the owner to sign and notarize, the application browned to the signed documents. Otherwise the application browned to the property owners (s) Contact Information Contact person should be available to answer questions and be responsible for delivering City documents to the property owners(s) for signature and returning the signed documents to the city's Real Estate office. PDD will not release construction permits until the owner has signed the dedication documents, had them notarized, and returned them to the city's Real Estate Division. Water and Sewer permits relating to these right-of-way and easement requests cannot be issued until the acquisition process is complete. Upon notification by Real Estate that the documents are ready for the owner to sign and notarize, the applicant will have 30 days to return the signed documents or make special arrangements. Otherwise the application becomes void. Contact Name:	1. F	Please check one of the following: Drainage Easement Public Utility Easement Temporary Turn Around	Sidewalk Easement Water Easement Sewer Easement	☐ Landscape Easement ☐ Roadway Dedication ☐ Vehicular Non-Access	1
Property Owner(s) Address:					
Property Owner(s) Address:		Reference Permit: (PAPP/PRLM/ABN	ND/OTHER)		
Address:		Location:			
2. Submittal Requirements An approved Easement/right-of-way drawing (See form titled "Drawing-Example") Complete questionnaire (See form titled "Questionnaire" – Attachment 2) Legal Description of property and easement/right-of-way Phase 1 Environmental Report and signed Environmental Assessment Declaration Form. 3. Fee Information (All fees are pursuant to the current Fee Schedule/Appendix A.2. of the Phoenix City Code.) Non-Residential / All other dedications					
An approved Easement/right-of-way drawing (See form titled "Drawing-Example") Complete questionnaire (See form titled "Questionnaire" – Attachment 2) Legal Description of property and easement/right-of-way Phase 1 Environmental Report and signed Environmental Assessment Declaration Form. 3. Fee Information (All fees are pursuant to the current Fee Schedule/Appendix A.2. of the Phoenix City Code.) Non-Residential / All other dedications Single-Family 4. Contact Information A contact person should be available to answer questions and be responsible for delivering City documents to the property owners(s) for signature and returning the signed documents to the city's Real Estate office. PDD will not release construction permits until the owner has signed the dedication documents, had them notarized, and returned them to the city's Real Estate Division. Water and Sewer permits relating to these right-of-way and easement requests cannot be issued until the acquisition process is complete. Upon notification by Real Estate that the documents are ready for the owner to sign and notarize, the applicant will have 30 days to return the signed documents or make special arrangements. Otherwise the application becomes void. Contact Name: Address: City: State: Zip Phone: Fax: Email: Fax: State: Zip Phone: Fax: The information provided in this application is true and correct to the best of my knowledge."		Address:	City:	State:	Zip:
Non-Residential / All other dedications	2. <u>s</u>	☐ An approved Easement/right-of-w☐ Complete questionnaire (See forr☐ Legal Description of property and	m titled "Questionnaire" – I easement/right-of-way	Attachment 2)	orm.
A contact person should be available to answer questions and be responsible for delivering City documents to the property owners(s) for signature and returning the signed documents to the city's Real Estate office. PDD will not release construction permits until the owner has signed the dedication documents, had them notarized, and returned them to the city's Real Estate Division. Water and Sewer permits relating to these right-of-way and easement requests cannot be issued until the acquisition process is complete. Upon notification by Real Estate that the documents are ready for the owner to sign and notarize, the applicant will have 30 days to return the signed documents or make special arrangements. Otherwise the application becomes void. Contact Name: Address: City: State: Zip Phone: Fax: Email: "I have read the dedication instructions and understand the terms of this application. The information provided in this application is true and correct to the best of my knowledge."	3. <u>F</u>				noenix City Code.)
Address: City: State: Zip Phone: Fax: Email: "I have read the dedication instructions and understand the terms of this application. The information provided in this application is true and correct to the best of my knowledge."	_	A contact person should be available the property owners(s) for signature a will not release construction permits a notarized, and returned them to the cright-of-way and easement requests a notification by Real Estate that the do have 30 days to return the signed door	and returning the signed of until the owner has signed city's Real Estate Division. cannot be issued until the ocuments are ready for the	documents to the city's Rea If the dedication documents Water and Sewer permits acquisition process is come owner to sign and notarize	I Estate office. PDD, had them relating to these plete. Upon e, the applicant will
Phone: Fax: Email: Fax: "I have read the dedication instructions and understand the terms of this application. The information provided in this application is true and correct to the best of my knowledge."	Con	ntact Name:			<u></u>
Email: "I have read the dedication instructions and understand the terms of this application. The information provided in this application is true and correct to the best of my knowledge."	Add Pho	dress:	City: Fax:	State:	
The information provided in this application is true and correct to the best of my knowledge."					
Signature of Applicant: Date:					edge."
	Sigr	nature of Applicant:		Date:	

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		Staff Only		
Dedication Application	on Number: DEDI:		KIVA #:	
Staff Initials:	Reviewers Initials:	Date:		Fee:
Owner Verified:				

Discipline Review Routing Guide

	Planner	Civil	Traffic	IBC
Right of Way				
Easement	х		х	
Fee Title			х	
Sidewalk Easement	х		х	
Pedestrian Access Easement	х		х	
Vehicular Non-Access Easement	Х		х	
Temporary Turnaround Easement			х	
Transit Shelter Pad Easement			х	
Traffic Control Easement			х	
Public Utility Easement		х	х	
Water and/or Sewer Easement		х		
Drainage Easement		х		
Refuse Collection Easement			х	
Multi-Use Trail Easement	Х		х	
Hillside Preservation Easement	Х			
Landscape Easement	х			
Non-Build Easement	х			Х