



MINOR LAND DIVISION

COCHISE COUNTY PERMIT

PLANNING · ZONING · BUILDING

BISBEE OFFICE: 1415 MELODY LANE, BLDG F · BISBEE, ARIZONA 85603

SIERRA VISTA OFFICE: 4001 E. FOOTHILLS DRIVE SIERRA VISTA, AZ 85635

P 520-432-9240 · F 520-432-9278 · PLANNINGANDZONING@COCHISE.AZ.GOV

A MINOR LAND DIVISION PERMIT IS REQUIRED WHEN A PARCEL OF LAND, IN UNINCORPORATED COCHISE COUNTY, IS DIVIDED INTO A MAXIMUM OF FIVE (5) LOTS, ANY OF WHICH IS TEN (10) ACRES OR SMALLER IN SIZE. ALL INFORMATION RECEIVED WILL BE USED TO RECORD AND

PROCESS THE PARCEL DIVISION WITH THE COCHISE COUNTY RECORDER'S OFFICE AND ASSESSOR'S OFFICE. ADDITIONAL FEES MAY APPLY. NOTE: DEDICATION OF PROPOSED EASEMENTS MUST OCCUR THROUGH A SEPARATE INSTRUMENT.

APPLICANT INFORMATION

Name: _____

Address: _____

Email: _____

Phone: _____

PARCEL INFORMATION

Parcel Number (APN) _____

What is the zoning of the ORIGINAL PARCEL?

Size of ORIGINAL PARCEL (sq. ft. or acreage)

Total number of new PARCELS created

TAX INFORMATION

Are property taxes paid in full on this parcel?

Yes No

PROCESSING FEES

2-Lots \$300
3-Lots \$350
4-Lots \$400
5-Lots \$450

Each application shall be accompanied with the processing amount indicated on this form. Checks are payable to the Cochise County Treasurer.

REQUIRED SUBMITTALS

- Verification by Development Services staff of appropriate zoning or an application for rezoning.
- The original deed showing the legal description of the existing parcel.
- A new deed(s) showing a legal description of each proposed parcel, along with any access or utility easements.
- A legal description and survey from a registered surveyor or engineer, or other evidence acceptable to the County, with dimensions showing existing and future parcel lines, structures, utilities (including septic system, if applicable), fence lines, easements, and location of bordering roads.
- A statement from an Arizona licensed surveyor or engineer, or other evidence acceptable to the County, stating whether each lot, parcel or fractional interest has physical access that is traversable by a two-wheel drive passenger motor vehicle.
- A non-refundable processing fee.

CERTIFICATION: Applicant hereby certifies that information contained in this application and accompanying plans and documents is true and correct. The owner hereby acknowledges that a minor land division permit application that does not comply with one or more of the items listed in Article 1721 of the Cochise County Zoning Regulations may still have a minor land division permit issued if the applicant signs and records an acknowledgement that no building permit, zoning clearance or use permit will be issued until the lot, parcel or fractional interest meets the minimum noted requirements.

Signature

Date



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LEGAL DESCRIPTION OF NEWLY CREATED PARCEL(S) (SEPARATE SHEETS MAY BE ATTACHED):

1. Legal Description _____

Proposed Access and Utility Easements: _____

2. Legal Description _____

Proposed Access and Utility Easements: _____

3. Legal Description _____

Proposed Access and Utility Easements: _____

4. Legal Description _____

Proposed Access and Utility Easements: _____

5. Legal Description _____

Proposed Access and Utility Easements: _____

I, _____ acknowledge by signing this statement that I am not "Acting in Concert" with any person or group of persons to attempt to avoid the provisions of the subdivision laws of the State of Arizona to divided a parcel of land or sell illegal subdivision lots by using a series of owners or conveyances or by any other method which ultimately results in the division of the lands into an illegal subdivision or the sale of an illegal subdivision or the sale of illegally subdivided lots.

"Acting in Concert" means evidence of collaborating to pursue a concerted plan.

Persons "Acting in Concert" include but are not limited to, business partners, relatives, freinds, etc.

Signature

Date

AT THE REQUEST OF

When recorded mail to

Cochise County, Development Services

1415 Melody Lane, Building F

Bisbee, Arizona 85603

SPACE ABOVE THIS PORTION IS FOR
RECORDER'S USE



MINOR LAND DIVISION

COMPLIANCE REVIEW (TO BE COMPLETED BY STAFF). THIS FORM MUST BE FILED, BY APPLICANT,
AT THE RECORDER'S OFFICE

Each NEW PARCEL must meet minimum county zoning requirements such as size, use of property, etc., with any deficiencies being noted on the Deed.

Does each NEW PARCEL meet the minimum applicable County zoning requirements of the applicable zoning designation?

Yes No

If no, has deficiency of zoning size requirement been shown on Deed?

Yes No

If no, explain the deficiency _____

Has the applicant provided a standard preliminary title report, or other acceptable document, that demonstrates legal access to each NEW PARCEL?

Yes No

If no, explain the deficiency _____

Has the applicant identified and reserved the necessary and appropriate utility easements to each NEW PARCEL created by the land division?

Yes No

If no, explain the deficiency _____

Has the applicant provided a statement from a licensed surveyor or engineer, or other evidence acceptable to the County, stating whether each NEW PARCEL has physical access that is traversable by a two-wheel drive, passenger motor vehicle?

Yes No

If no, explain the deficiency _____

For official use only:

Permit number: _____

Date Received _____

By _____

Department Action:

Approved Not Approved

REVIEWED BY: _____

DATE _____

Notice is hereby given that the parcels of real estate created by the division recorded pursuant to this document is in conformance with all the provisions of the Minor Land Division Ordinance of Cochise County and meets all statutory requirements for recording.

Notice is hereby given that the parcels of real estate created by the division recorded pursuant to this document either does not conform to the zoning regulations in force at the time of recordation, does not have adequate provision for access to public utilities, or that no legal access exists in accordance with the provisions of the Minor Land Division Ordinance of Cochise County. In consequence, any and all Cochise County Development permits may be denied until such time as deficiencies relative to this parcel are corrected.