



Town of Queen Creek
 Development Services Department
 22358 S. Ellsworth Rd.
 Queen Creek, AZ 85142-9311
 480-358-3003

FINAL PLAT APPLICATION

SUBJECT INFORMATION

Subdivision/Project Name		
Property Address		Current Zoning District
Project Location (Major Cross-Streets):		
# of Tracts	# of Lots	# of Acres

Property Owner

Name			
Mailing Address	City	State	Zip
E-Mail		Telephone	

Applicant

Name			
Mailing Address	City	State	Zip
E-Mail		Telephone	

OWNER AUTHORIZATION

I hereby certify that the above information is correct, and that I am authorized to file an application on said property, being either the owner or authorized agent to file on behalf of the owner. Anyone applying without authorization from the property owner(s) shall be subject to penalty under all applicable laws.

_____	_____
Property Owner Signature	Date
_____	_____
Applicant Signature	Date

FINAL PLAT REVIEW TIMEFRAME (IN DAYS)

Please note: All submittals must be received before 5 p.m. Monday through Thursday. Incomplete submittals will not be accepted.

Administrative Completeness Review (CR) of Submittal	Review of Submittal (Each Review)
5	30

DATE AND TIME SUBMITTED: _____



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FINAL PLAT SUBMITTAL CHECKLIST

FINAL PLAT SUBMITTAL CHECKLIST – FIRST SUBMITTAL¹

PLEASE RETURN THIS FORM WITH YOUR SUBMITTAL. SUBMITTALS WITHOUT THE INFORMATION BELOW ARE CONSIDERED INCOMPLETE AND WILL NOT BE ACCEPTED.

Project Narrative _____

Legal Description that includes:

- Metes and bounds description including total gross acreage, sealed and signed by a Registered Engineer or Surveyor (8.5" x 11")

Copies of the C.C. & R.'s _____

Final Plat _____

Water Improvement Plans _____

Sewer Improvement Plans _____

Paving Improvement Plans _____

Grading and Drainage Improvement Plans _____

Landscape Improvement Plans _____

Improvement Plans _____

Streetlight Plans _____

Striping/Signage Plans _____

Boundary Closure _____

Title Report (dated within past 6 months) _____

Drainage Report _____

Final Water Report _____

Final Sewer Report _____

Soils Report _____

Traffic Impact Analysis _____

Storm Water Pollution Prevention plans (SWPPP) _____

Assurance of Construction (refer to Sec. 7.4 of Subdivision Ordinance) Engineers _____

Cost Estimate _____

ALTA Survey _____

Engineers Certificate of quantities _____

Certificate of 100 year assured water supply _____

NAD83 CD (Contact Shawny Ekadis with questions [480-358-3273]) _____

Infrastructure Impact Statement addressing:

- Current water service sizing
- Water service infrastructure and current sewerage system needed to serve proposed project
- Street system serving area
- Anticipated street demand as a result of the project



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FINAL PLAT SUBMITTAL CHECKLIST

FINAL PLAT SUBMITTAL CHECKLIST – SECOND SUBMITTAL²

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- Redline documents from 1st Review _____
- Street Light Improvement District Assessment Diagram (8.5" x 11") _____
- Petition Waiver and consent form to form a municipal improvement district Utility _____
- Companies' Clearance Letters _____
- Letter(s) of approval from the appropriate county agencies _____

FEES

Reports and Other Documents

Final Drainage Report

Master Residential (≥500 lots)	\$1,200 + \$1 Lot
Individual Parcel within Master Residential	\$500
Major Residential (>10 lots)	\$300 + \$25/acre
Minor Residential (1 to 10 lots)	\$500
Commercial Subdivision	\$500 + \$25/acre
Individual Commercial	\$500
Coordination with MCFCD/PCFCD	\$800

Final Water Report	\$200 + \$1 /lot
Final Sewer Report	\$200 + \$1 /lot
Sewer Pre-Treatment	\$200 + \$1 /lot

Final Traffic Report

Master Residential (≥500 lots)	\$1,200
Major Residential (requiring traffic report)	\$850
Commercial Subdivision (≥20 acres)	\$850
Individual Commercial (<20 acres)	\$500
Surcharge for General Plan Regional Commercial Zone	\$400

Amendment to Commercial or Residential	\$250
Geotechnical Report	\$400 + \$1/ lot
Final Environmental Report	\$200 + \$1 /lot
Fissure Report	\$400 + \$1/Lot
C.C. & R. Report	\$100
Alta Survey	\$150

Improvement Plans

Final Plat	\$1,200 + \$20/lot
Final Plat Amendment	50% of original Final Plat fee
Site Grading Plans	\$275/sheet
Paving Plans with Ribbon Curb	\$275/sheet

² Please refer to the checklist given at time of 1st Review pick up



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Paving Plans with Curb and Gutter	\$275/sheet
Signing and Striping Plans	\$275/sheet
Sewer Plans	\$275/sheet
Drainage Channel/Storm Drain Plans	\$275/sheet
Water Plans (±)	\$275/sheet
Flood Irrigation Plans	\$275/sheet
Landscape and Irrigation Plans	\$275/sheet
S.L.I.D. assessment Diagrams & Documents	\$1,000
Multi-Family Site improvement Plans	\$500/sheet + \$100/acre
Office and Condominium	\$500/sheet + \$100/acre
Commercial Site Improvement Plans	\$500/sheet + \$100/acre
Industrial Site Improvement Plans	\$500/sheet + \$100/acre
Street Light Improvement Plans	\$275/sheet
As-Built Plan Reviews	\$100
Engineers Cost Estimate	\$250 Each
Revisions of Approved Plans	\$100/Sheet
Map of Dedication	\$1,500

Other Fees

Lot Split / Lot Tie / Lot Adjustment	\$350
Easement Abandonment	\$1,000 for a Single Family Property; \$1,500 for Non-Residential or Subdivisions
Easement Dedication	\$1,000 for a Single Family Property; \$1,500 for Non-Residential or Subdivisions
Right of Way Abandonment	\$1,000 for a Single Family Property; \$1,500 for Non-Residential or Subdivisions
Right of Way Dedication	\$1,000 for a Single Family Property; \$1,500 for Non-Residential or Subdivisions
Application for Modification or Correction of Assessments	\$500 Base Fee, Plus All Outside Engineering and Legal Fees Incurred By the Town
Assurance of Construction Documents	\$500
Modification to assurances of construction, including but not limited to reductions, Substitutions and lot sale prohibitions:	\$400/Occurrence
Special Studies (as required)	Actual Consultant Cost, Plus 15%
Certificate of Correction	\$500/Application
Subdivision Recording	Actual Expense to Town + \$93 Admin Fee

Total Fees: \$_____

NOTE: ALL FEES ARE NON-REFUNDABLE. ALL REVIEW FEES ARE FOR FIRST AND SECOND SUBMITTAL. THIRD AND SUBSEQUENT SUBMITTALS WILL BE AT 15% OF ORIGINAL ENGINEERING PLAN REVIEW FEE.

ARS 9-834. Prohibited acts by municipalities and employees; enforcement; notice A. A municipality shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule, ordinance or code. A general grant of authority does not constitute a basis for imposing a licensing requirement or condition unless the authority specifically authorizes the requirement or condition. B. Unless specifically authorized, a municipality shall avoid duplication of other laws that do not enhance regulatory clarity and shall avoid dual permitting to the maximum extent practicable. C. This section does not prohibit municipal flexibility to issue licenses or adopt ordinances or codes. D. A municipality shall not request or initiate discussions with a person about waiving that person's rights. E. This section may be enforced in a private civil action and relief may be awarded against a municipality. The court may award reasonable attorney fees, damages and all fees associated with the license application to a party that prevails in an action against a municipality for a violation of this section. F. A municipal employee may not intentionally or knowingly violate this section. A violation of this section is cause for disciplinary action or dismissal pursuant to the municipality's adopted personnel policy. G. This section does not abrogate the immunity provided by section 12-820.01 or 12-820.02. Per A.R.S. 9-495, in any written communication between the Town and a person, the Town shall provide the name, telephone number and email address of the employee who is authorized and able to provide information about the communication if the communication does any of the following: Demands payment of a tax, fee, penalty, fine or assessment, Denies an application for a permit or license that is issued by the Town, or requests corrections, revisions or additional information or materials needed for approval of any application for a permit, license or other authorization that is issued by the Town. An employee who is authorized and able to provide information about any communication that is described above shall reply within five business days after the Town receives that communication.