



City of Phoenix
Development Services Department

DEDICATION BY APPLICATION 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 Development Services Department. For additional information, contact the Development Center located inside City Hall at 200 W. Washington, 2nd Floor, Phoenix, Arizona 85003, or call (602) 495-0156 or Fax (602) 495-7160. **After consultation with City staff, submit the application to Central Log-In, 2nd Floor, City Hall.** This publication can be made available in alternate formats (Braille, large print, computer diskette, or audiotape) upon request. Contact the DSD at (602) 262-7811 (voice) or (602) 534-5500 (TTY).

I. Please check one of the following:

- | | | | |
|--|---|--|--|
| <input type="checkbox"/> Drainage Easement | <input type="checkbox"/> Sidewalk Easement | <input type="checkbox"/> Landscape Easement | <input type="checkbox"/> Public Utility Easement |
| <input type="checkbox"/> Water Easement | <input type="checkbox"/> Roadway Dedication | <input type="checkbox"/> Temporary Turn Around | <input type="checkbox"/> Sewer Easement |
| <input type="checkbox"/> Vehicular Non-Access Easement | <input type="checkbox"/> Other _____ | | |

Location: _____

Property Owner(s) _____

Address _____ City _____ State _____ Zip _____

II. 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

III. 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

IV. 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 document to the City's Real Estate office. DSD 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.

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."

Signature of Applicant _____ Date: _____

Staff only: Dedication Application Number: DEDI: _____ KIVA No.: _____

Staff Initials: _____ Reviewer Initials: _____ Date: _____ Received by: _____ Fee: \$ _____