

PRIVATE STREET DEDICATION

Pre-application Information

February 1, 2002

Before formally applying with the City of Phoenix for the dedication of your private streets please review this publication with the Street Transportation Representative. You may call (602) 262-4980 or (602) 262-6284 to set up an appointment.

Upon completion of review with Street Transportation's representative sign and date this publication at the area provided on the last page. Attach this signed pamphlet to your request. Thank you.

There are three steps to pass before approval by formal Council action.

- STEP ONE.
Pre-application review by the City.
- STEP TWO.
File application after passing step one.
- STEP THREE.
Letter of stipulations to be satisfied by applicant.

STEP ONE. The City's pre-application review involves a pass/fail test of the Zoning Ordinance, Section 608c, 11a. It also includes an on-site visual inspection to determine if the City requirements can be met for the requested dedications.

EXPECT THREE TO FOUR WEEKS FOR REVIEW

Ordinance requirements: For development utilizing an average lot or PRD (Private Residential Development) option or for development built under a planned area development district, a minimum of 16.58 foot half street right-of-way may be provided when all of the following conditions are met:

- 1) The street is not designated as a collector or major street.
- 2) There are no restrictions to public access to the street.
- 3) Pavement width shall be 33.16 feet from back of curb to back of curb.

- 4) Pavement thickness and design shall be in accordance with Maricopa Association of Government Standards (M.A.G. Standards).
- 5) All terminations shall contain 40 foot radius right-of-way. (cul-de-sacs)
- 6) The street has been constructed prior to March 19, 1986.

On-site visual inspection: The on site visual inspection will include, but is not limited to, the following physical conditions:

- a) Building setbacks must meet zoning requirements for dedicated streets and design requirements for vehicles.
- b) All intersection and mid-block lighting must meet with City of Phoenix street lighting standards.
- c) The pavement material and depth must meet with City of Phoenix and (M.A.G.) Standards. Pavement core testing may be required.
- d) The pavement surface condition must meet City of Phoenix maintenance standards or be brought up to standards.
- e) Traffic control signs inappropriate or not in conformance to City of Phoenix standards must be removed. City required signs will be installed by the City at the applicants expense.
- f) Private water and sewer systems will meet with City standards or be upgraded for acceptance by the City.
- g) Four (4) foot pedestrian access easements will be required on at least one side of all streets with an approved surface as required by the City.
- h) Fire gates, guard houses, private signs, and other obstructions are required to be removed.
- i) All intersections and driveways will be required to have unobstructed visibility triangles. This may require the removal or trimming of obstructions to meet these requirements.
- j) Trimming and removal of landscaping, walls or other obstructions may be required to meet City requirements.
- k) Landscape islands and private parking areas are to be removed and be replaced with paving in accordance with plans approved by the City.

- l) Handicap ramp installations.
- m) Drainage corrective measures.
- n) Extreme horizontal alignments of vertical grade breaks will need to be corrected, according to plans approved by the City, where they deviate from City of Phoenix standards.

A pre-application report will be prepared. The report will indicate what you passed or failed in step one, and what options you may have.

A meeting may be called to discuss your options, filling fees, and estimated costs to meet City requirements. Other fees or costs may be required in step two upon further review after an application for dedication is filed. Step one will disclose the major requirements and costs to your request.

Some fees can be anticipated:

- 1) Pavement Core Drilling \$600 minimum.
- 2) Zoning variance filing fee is about \$300 where application is feasible.
- 3) Dedication application filling fee is \$1,050.
- 4) Map of Dedication filing fee is \$1350.

STEP TWO. Upon formal application, various City departments and utility companies will review your request in detail. An application form in the Street Transportation Department is available for filing when Step One is passed. Additional information will be required to be filed with your application.

EXPECT SIX TO EIGHT WEEKS TO PROCESS

STEP THREE. A final letter of stipulations will be prepared and will be mailed to the applicant. All stipulations are to be met by the applicant within one year. A request for a onetime extension will require a fee of \$100.

A meeting will be called to review the final stipulations.

COUNCIL ACTION. When all the stipulations are completed to the City's satisfaction and a Map of Dedication is reviewed and approved by the City of Phoenix, then the Phoenix City Council will be scheduled to approve dedications.

A letter of approval will be sent to the applicant giving the date of acceptance of the right-of-way.

AS THE SPOKESPERSON FOR THE HOMEOWNERS ASSOCIATION I HAVE
REVIEWED THIS PUBLICATION WITH THE STREET TRANSPORTATION
REPRESENTATIVE AND ASK THE CITY TO PROCEED WITH STEP ONE.

Print Name: _____

Signature: _____

For: _____

Date: _____