

**ARIZONA DEPARTMENT OF WATER RESOURCES
OFFICE OF ASSURED AND ADEQUATE WATER SUPPLY**



1110 W Washington St., Suite 310
PHOENIX, ARIZONA 85007-2954
(602) 771-8599
assuredadequate@azwater.gov

DATE RECEIVED:

APPLICATION NO:

APPLICATION FOR MATERIAL PLAT CHANGE REVIEW

This application is to evaluate changes that have occurred to a plat since a Certificate of Assured Water Supply (Certificate) or Water Report has been issued for the subdivision. Certificates are issued based on the subdivision's plat and in the names of the property owner(s). If a plat is reviewed after the Director issues a Certificate or a water report and the changes to the plat are material, the holder may: 1) apply for a new certificate or water report for the revised plat, 2) use the original plat for which the certificate or water report was issued, or 3) revise the plat so that any changes are not material.

Changes to a plat that are considered material are described in [A.A.C. R12-15-708](#).

PART A - GENERAL INFORMATION

1. Please attach a copy of the current, revised plat and reference as an attachment: _____
Please include a copy of the original plat.
2. Please attach a copy of the Certificate that was issued for the original plat and reference as an attachment: _____
3. Please indicate the name of the platting authority: _____
4. Subdivision information:
 - a. Name of subdivision as it appears or will appear on submittals to the platting entity and the Department of Real Estate: _____ Number of Lots: _____
 - b. Location of the subdivision: Township _____ Range _____ Section(s) _____
If there is more than one township and range, please list them on a separate page and reference as an attachment.
See attachment _____

City: _____ County: _____ AMA: _____
5. Contact person for questions regarding this application:
Name: _____
Company: _____ E-Mail: _____
Address: _____ Phone: _____ Fax: _____

PART B – FEES

The initial fee for an a Material Plat Change Review Application is \$1,000. Total fees for this application are based upon an hourly billable rate, which can be found on the ADWR web site azwater.gov. If the costs of reviewing your application exceed \$1,000, you will be invoiced for the difference, up to a maximum total fee of \$10,000. Payment may be made by cash, check, or credit card (if you wish to pay by credit card, please contact the Office of Assured and Adequate Water Supply at 602-771-8599). To submit an application in person, or pay the initial application fee by credit card, please email to assuredadequate@azwater.gov to schedule an appointment.

Checks should be made payable to the Arizona Department of Water Resources. In addition to the hourly application fee, the applicant must pay any review-related costs associated with the application and the actual cost of mailing or publishing any legal notice of the application or any notice of a pre-decision administrative hearing on the application. Review-related costs are: (1) costs associated with a pre-decision hearing on the application, such as court reporter services and facility rentals for the hearing, and (2) mileage expenses for a site visit conducted before issuing a decision on the application.

Failure to enclose the initial application fee will cause the application to be returned. Fees for a Material Plat Change Review Application are authorized by A.R.S. § 45-113 and A.A.C. R12-15-103.

INITIAL FEE DUE: \$1000.00

DID YOU REMEMBER?

- To completely fill out the application form?
- To include copies of original plat?
- To include copies of current plat?
- To include the Certificate?
- To include all documents referenced in the application?
- To include fees?

NOTICE: [A.R.S. § 41-1030\(B\), \(D\), \(E\) and \(F\)](#) provide as follows:

- B. An agency 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 or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

- D. This section may be enforced in a private civil action and relief may be awarded against the state. 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 the state for a violation of this section.

- E. A state employee may not intentionally or knowingly violate this section. A violation of this section is cause for disciplinary action or dismissal pursuant to the agency's adopted personnel policy.

- F. This section does not abrogate the immunity provided by section [12-820.01](#) or [12-820.02](#).

Please submit an electronic copy of all application materials to assuredadequate@azwater.gov.

If you have any questions or require additional information, please contact:

Arizona Department of Water Resources
Office of Assured & Adequate Water Supply
1110 W. Washington St., Ste. 310
Phoenix, Arizona 85007-2954

Telephone: 602-771-8599

Email address: assuredadequate@azwater.gov