

## Glossary

**Subdivision:** Improved or unimproved land or lands for the purpose of financing, sale or lease, whether immediate or future into four (4) or more lots, tracts or parcels of land, or, if a new street is involved, any such property which is divided into two (2) or more lots, tracts or parcels of land, or the division of land that already has boundaries fixed by a recorded plat, which is divided into two or more parts. Subdivision also includes any condominium, cooperative, community apartment, townhouse or similar project containing four (4) or more parcels, in which an undivided interest in the land is coupled with the right of exclusive occupancy of any unit located thereon.

**Development Master Plan (DMP):** A preliminary mater plan for a development of a large or complicated land area, the platting of which is expected in progressive stages.

**Final Plat:** A map of all or part of a subdivision providing substantial conformance to an approved Preliminary Plat, prepared by a registered professional engineer or a registered land surveyor in accordance with Section 12-3-7 and 12-3-8 of these Regulations, which is presented for final approval.

**Pre-Application Conference:** An initial meeting between subdividers and municipal representatives which affords subdividers the opportunity to present their proposals informally.

**Plat:** A map or maps of a subdivision.

**Preliminary Plat:** A tentative map or maps, including supporting data, indicating a proposed subdivision development, prepared in accordance with Section 12-3-4 and 12-3-5 of these Regulations, presented for preliminary approval.

**Recorded Plat:** A Final Plat bearing all of the certificates of approval required of Section 12-3-9 of these Regulations and duly recorded in the Yavapai County Recorder's Office.

**Subdivider:** A Subdivider shall be deemed to be the individual, firm, corporation, partnership association, syndication, trust or other legal entity that files the application and initiates proceedings for the subdivision of land in accordance with the provisions of these Regulations; and said subdivider need not be the owner of the land.

**Subdivision Committee:** A committee established to review sketch plans at a Pre-Application Conference, to provide guidance to the subdivider and to perform other duties as the Council and Commission may require.

**Technical Review:** The detailed review by the Town Engineer to approve all details of the engineering plans and specifications for public improvements before recommending that the subdivider proceed with Final Plat procedures.

## Town of Clarkdale

### The Subdivision Process



**This form is provided as a quick reference guide. All Subdivision requirements are specified in Chapter 12 of the Town Code.**

Community Development Department  
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