



**Removal of City of Scottsdale Covenant,  
and Affidavit of Correction  
Plan Review Application**

**Recommend Pre-Submittal Meeting:** Prior to submitting any of the applications types below, it is advised that the application's surveyor of record schedules a pre-submittal meeting with the City's Plat Coordinator and Surveyor to discuss the application. (480-312-7000)

Project Name:

Property's Address:

A.P.N.:

Subdivision:

Lot Number(s):

Property's Zoning District Designation:

Quarter Section(s):

Flood Zone(s):

Application Request:

Owner:

Applicant:

Company:

Company:

Address:

Address:

Phone:

Fax:

Phone:

Fax:

E-mail:

E-mail:

**Request to remove a City of Scottsdale Covenant submittal requirements**

- **Completed Application (this form) and Application Fee** – \$ \_\_\_\_\_ hourly review fee – *minimum 2 hours* (fee subject to change every July)
- **Narrative** – describing nature of request
- **Commitment for Title Insurance** – No older than 30 days, and shall include complete Schedule A and Schedule B.
- **Copy of recorded Covenant**

**Certificate/Affidavit of Correction submittal requirements**

- **Completed Application (this form) and Application Fee** – \$ \_\_\_\_\_ (Certificate of Correction fee subject to change every July)
- **Commitment for Title Insurance** – No older than 30 days, and shall include complete Schedule A and Schedule B.
- **Affidavit of Correction** –Original signed and sealed document that complies with Maricopa County Recorder requirements

Owner Signature

Agent/Applicant Signature

**Required Notice**

1. Pursuant to A.R.S. §9-836, an applicant may receive a clarification from the City regarding interpretation or application of a statute, ordinance, code or authorized substantive policy statement. A request to clarify an interpretation or application of a statute, ordinance, code, policy statement administered by the Planning, Neighborhood and Transportation Division shall be submitted in writing to the One Stop Shop to the attention of the Planning, Neighborhood & Transportation Administrator or designee. All such requests must be submitted in accordance with the A.R.S. §9-839 and the City's applicable administrative policies available at the Planning, Neighborhood and Transportation Division's One Stop Shop, or from the city's website: <http://www.scottsdaleaz.gov/bldgresources/forms>.

**Planning and Development Services Department**

7447 East Indian School Road Suite 105, Scottsdale, Arizona 85251 Phone: 480-312-7000 Fax: 480-312-7088

City of Scottsdale's Website: [www.scottsdaleaz.gov](http://www.scottsdaleaz.gov)

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