

# MOHAVE VALLEY IRRIGATION & DRAINAGE DISTRICT

1460 East Commercial Street  
Mohave Valley, Arizona 86440

Phone: (928) 768-3325 • Fax: (928) 768-5239  
Email: [office@mvidd.net](mailto:office@mvidd.net) • Website: [www.mvidd.net](http://www.mvidd.net)

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## PROCESS TO OBTAIN A WATER ALLOCATION

### A. INITIAL REQUEST.

1. Complete and submit the Mohave Valley Irrigation & Drainage District Application with an 11 x 14 copy of the Preliminary Plat or Site Plan with Tract Number.
2. Submit a completed ADWR Generic Demand Calculator (available on the ADWR website). Calculations should not be higher than:
  - a. 303 gallons per day for a single family home;
  - b. 157 gallons per day for an apartment/condo complex;
  - c. 2.25 acre feet per acre for a commercial/industrial development; and
  - d. 45 gallons per day per RV Space.
3. Submit a check for the payment of fees. Fee amounts are determined by the Comprehensive Fee Schedule and Payment Rules. **ALL APPLICATIONS ARE SUBJECT TO BOARD APPROVAL. ANY AND ALL FEES ARE NON-REFUNDABLE.**

### B. PRELIMINARY ALLOCATION.

1. Upon the District Board of Directors' approval of the request, a "Preliminary Allocation" letter will issue. The Preliminary Allocation will expire 36 months from the date of approval.
2. The Preliminary Allocation **CANNOT** be used to obtain the Adequacy Water Report from ADWR.

### C. EXTENSION REQUEST(S).

1. A request for an extension must be submitted in writing not less than 30 days prior to the expiration of the Preliminary Allocation.
2. The request must be accompanied by proof of forward progress, e.g.:
  - a. ADEQ approvals;
  - b. Comments from Mohave County Planning & Zoning;
  - c. Comments from Mohave County Department of Public Works; or
  - d. Other documents demonstrating "good faith" forward progress.
3. Submit a check for the payment of fees for the extension request. Applicable fees are set forth in the Comprehensive Fee Schedule and Payment Rules. **ALL REQUESTS ARE SUBJECT TO BOARD APPROVAL. ANY AND ALL FEES ARE NON-REFUNDABLE.**

4. An extension will not exceed 24 months from the date the Preliminary Allocation was to expire.

**D. FINAL ALLOCATION:**

**1. REQUEST FOR A FINAL ALLOCATION.**

- a. A Final Allocation may be requested when the development is submitted for final plat approval or a Certificate of Occupancy requested for non-subdivision development of a section. [Most developers submit one (1) final plat to Mohave County to obtain all outstanding comments.]
- b. Submit a check for the payment of fees. Applicable fees are set forth in the Comprehensive Fee Schedule and Payment Rules. **ALL REQUESTS ARE SUBJECT TO BOARD APPROVAL. ANY AND ALL FEES ARE NON-REFUNDABLE.**
- c. Upon approval of the Final Allocation Request by the District Board of Directors, a “Conditional Final Allocation” letter shall issue. **This letter should be submitted to ADWR to obtain the Water Adequacy Report.**
- d. The Conditional Final Allocation shall expire six (6) months from the date of approval.
- e. Two conditions must be met in order to obtain a Final Allocation:
  - i. Proof of final plat approval by the Mohave County Board of Supervisors or a Certificate of Occupancy (and)
  - ii. Submission to the District of a signed 11 x 14 copy of the Recorded Final Plat or Site Plan.
- g. When the above conditions have been met, the District shall issue a Final Allocation Letter.

**E. EXTENSION REQUESTS FOR CONDITIONAL FINAL ALLOCATIONS.**

1. Requests for extension must be submitted in writing not less than 30 days prior to the expiration of the Conditional Final Allocation.
2. The request must be accompanied by proof of forward progress, e.g.:
  - a. ADEQ approvals;
  - b. Comments from Mohave County Planning & Zoning;
  - c. Comments from Mohave County Department of Public Works; or
  - d. Other documents demonstrating “Good Faith” forward progress.
3. The extension will be for a period of time to be determined by the District Board of Supervisors and will not exceed six (6) months.

**SHOULD THE PRELIMINARY ALLOCATION, PRELIMINARY ALLOCATION EXTENSION, CONDITIONAL FINAL ALLOCATION OR CONDITIONAL FINAL ALLOCATION EXTENSION EXPIRE, ALL FEES PAID SHALL BE FORFEIT AND YOU WILL BE REQUIRED TO BEGIN THE PROCESS AGAIN.**

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## APPLICATION FOR A PRELIMINARY ALLOCATION

This is an application for a:

Residential Subdivision  
RV Park  
Industrial

Commercial/Industrial Subdivision  
Commercial Development

### **Part I. Contact Information:**

#### **Property Owner Contact Information:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Cell: \_\_\_\_\_

Email: \_\_\_\_\_

#### **Engineer/Architect Contact Information:**

Name: \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Cell: \_\_\_\_\_

Email: \_\_\_\_\_

#### **Correspondence To Be Sent To (Please Check Only One):**

Owner Only

Engineer/Architect Only

Both

**Part II. Description Of Property To Be Developed:**

Name of Subdivision (if this is a subdivision, please include Mohave County Planning & Zoning Tract Number):

\_\_\_\_\_

Township \_\_\_\_\_ Range \_\_\_\_\_ Section \_\_\_\_\_

APN No(s). \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Has any portion of the parcel(s) previously been subdivided or platted?

Yes No

If you answered yes, please indicate the name of the subdivision, including the tract number, in which the parcel(s) are located.

\_\_\_\_\_  
\_\_\_\_\_

Has any portion of the property recently been used for agricultural purposes?

Yes No

If you answered yes, please give the legal description of the property which had been used for agricultural purposes.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Part III. Proposed Development Of The Property:**

What type and density of Residential or RV Park Use is being proposed? (Check all that apply. If none apply then write N/A.)

Lakes	Size: _____
Parks	Size: _____
Green belts	Size: _____
Pool	Size: _____
Golf Course	Size: _____
Clubhouse	Size: _____
Commercial/Industrial Buildings	Size: _____

**Part IV. Determination of Water Requirement:**

Single Family Residential \_\_\_\_\_  
(Number of Lots)

RV Park \_\_\_\_\_  
(Number of spaces)

Commercial/Industrial \_\_\_\_\_  
(Square footage of Buildings)

**Part V. Other: List any other information with relevance to this project.**

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**Part VI. Signatures:**

Please sign and date. Both owner and person submitting the Application must sign.

\_\_\_\_\_  
Owner (Please Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Submitted By (Please Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

All required paperwork must be submitted for this application to be considered complete. If any paperwork is missing, the District will not process this application. When completed, please mail or deliver to:

Mohave Valley Irrigation & Drainage District (MVIDD)  
1460 E. Commercial Street  
Mohave Valley, AZ 86440

**If you have any questions, please contact the District Office at (928) 768-3325.**

**THIS SECTION FOR MOHAVE VALLEY IRRIGATION & DRAINAGE USE ONLY**

Received: \_\_\_\_\_ Reviewed: \_\_\_\_\_

Meeting Agenda: \_\_\_\_\_ Approved/Denied \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_