



**APACHE COUNTY COMMUNITY
DEVELOPMENT**

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Director:
Matthew Fish

Senior Staff
Plan Reviewer:
Shaunna Pearce

September 28, 2026,

To: Apache County Planning & Zoning Commission

From: Matthew Fish, Community Development Director

RE: Major Plat Amendment 2026-52, Show Low Pines Unit 8
Parent Revocable Trust / Jolene Parent, APN 201-06-103A

Staff Report

REQUEST

The applicant, Parent Revocable Trust/Jolene Parent, is requesting consideration of a Major Plat Amendment within Show Low Pines Unit 8, located in Section 31, Township 12 North, Range 24 East, Apache County, Arizona.

The subject property is identified as APN 201-06-103A and contains approximately 3.82 acres. The property originally consisted of Lots 103, 104, and 105 of Show Low Pines Unit 8. Those lots were subsequently combined through a Minor Plat Amendment recorded as Fee No. 2024-006020.

The applicant is now requesting to amend the existing lot configuration. The application describes the request as separating the lots back toward their original configuration. The amended plat submitted for consideration depicts two proposed lots: Lot A containing approximately 1.40 acres and Lot B containing approximately 2.41 acres.

BACKGROUND

Show Low Pines Unit 8 is an existing recorded subdivision. The subject property was originally platted as three individual subdivision lots identified as Lots 103, 104, and 105.

The three original lots were subsequently combined into a single parcel containing approximately 3.82 acres through a Minor Plat Amendment. The applicant is now seeking to divide the combined parcel through the Major Plat Amendment process.

The proposed amendment does not expand the boundaries of Show Low Pines Unit 8, create a new subdivision, or introduce a new land use into the area. Instead, it modifies the internal lot configuration of property already contained within the recorded subdivision.

The surrounding area consists predominantly of existing residential subdivision lots, many of which are approximately 1.25 acres in size. The proposed lot configuration is therefore generally consistent with the existing lot pattern and residential character of the surrounding area.

Both proposed lots will have access from County Road N8271. County Road N8271 is an existing dedicated easement within Show Low Pines Unit 8. No new roadway or access easement is proposed as part of this Major Plat Amendment.

APPLICABLE ORDINANCE

Apache County Subdivision Ordinance – Section 10.B, Major Plat Amendment

Section 10.B applies to any change or amendment to property within a subdivision that does not qualify as a Minor Plat Amendment or Abandonment.

Section 10.B establishes the following applicable criteria:

1. The lots being amended must be contiguous.
2. The lots must have the same owner, or, when multiple owners are involved, all owners must join in the application.
3. The amendment shall not prohibit or unduly inhibit access by the public, nearby property owners, or public utilities.
4. The amendment shall not eliminate public access ways, easements, or dedications presently in use or determined by the Planning and Zoning Commission to be desirable for future use.
5. The applicant must file an application for Major Plat Amendment with the Community Development Department.
6. The application must include an amended plat map prepared in accordance with applicable survey requirements.
7. The applicable application fee must be paid.
8. Property owners within 300 feet must receive the required notification.
9. The required public hearing notices must be published and posted.
10. The Planning and Zoning Commission shall conduct a public hearing and may recommend approval, approval subject to conditions, denial, or tabling of the application.

Following the recommendation of the Planning and Zoning Commission, the Major Plat Amendment proceeds to the Board of Supervisors for a public hearing and final consideration.

APPLICATION REVIEW

The subject property is located entirely within Show Low Pines Unit 8 and consists of property originally platted as Lots 103, 104, and 105. The affected property is contiguous and under common ownership.

The applicant has submitted an application, proof of ownership, amended survey/plat, site plan, and information necessary for notification of surrounding property owners.

The amended plat was prepared and certified by an Arizona Registered Land Surveyor and references the original Final Plat of Show Low Pines Unit 8 recorded in Book 2, Page 17.

Access is provided through the existing subdivision road system. Both proposed lots will obtain access from County Road N8271, which is an existing dedicated easement within Show Low Pines Unit 8. The amendment therefore does not require creation of a new roadway or access easement.

Based upon the existing dedicated access, staff finds that the proposed amendment does not appear to prohibit or unduly inhibit access by the public, nearby property owners, or public utilities and does not eliminate an existing public access way or dedicated easement.

The submitted survey notes that a title report was not provided to the surveyor and that other easements or rights-of-way that may exist may therefore not be depicted on the survey. However, the access necessary to serve both proposed lots is provided by the existing dedicated County Road N8271 easement.

Staff also notes that Section 10.B requires an amended plat to contain the appropriate plat title and certification block for approval. Any technical corrections necessary to place the amended plat into recordable form should be completed prior to final recordation.

COMPREHENSIVE PLAN ANALYSIS

The Apache County Comprehensive Plan serves as a guide for decisions by the Planning and Zoning Commission and Board of Supervisors concerning growth and development, including the consideration and approval of subdivision plats.

The Comprehensive Plan emphasizes coordinated physical development, protection of investments in private property, efficient use of existing infrastructure and public resources, preservation of community character, and recognition of existing development patterns.

The proposed Major Plat Amendment occurs entirely within an existing recorded subdivision. The amendment does not expand development into previously unsubdivided property and does not introduce a new or substantially different land use.

The surrounding subdivision contains residential lots of generally similar size and character, with many surrounding parcels containing approximately 1.25 acres. The proposed lot configuration therefore remains generally compatible with the established development pattern and density of Show Low Pines Unit 8.

The proposal also utilizes the existing subdivision circulation system. Both proposed lots will obtain access from County Road N8271, an existing dedicated easement within the subdivision. No new roadway or extension of the existing subdivision road network is required as a result of the amendment.

The proposed amendment therefore represents an adjustment to the lot configuration within an established subdivision rather than an expansion or intensification of development into a previously undeveloped area.

Based upon these considerations, staff finds that the general nature, density, access configuration, and existing subdivision context of the proposed amendment are consistent with the applicable principles of the Apache County Comprehensive Plan.

PUBLIC NOTIFICATION

The application has been scheduled for consideration by the Apache County Planning and Zoning Commission. Notice of the public hearing has been provided in accordance with the notification requirements contained in Section 10.B of the Apache County Subdivision Ordinance, including notification of property owners within 300 feet, publication of the hearing notice, and posting of the subject property.

STAFF ANALYSIS

The requested Major Plat Amendment represents a relatively limited modification to an existing recorded subdivision. The subject property was originally platted as three individual lots within Show Low Pines Unit 8. Those lots were subsequently combined into one approximately 3.82-acre parcel. The current request seeks to divide that combined parcel into smaller lots within the boundaries of the existing subdivision.

The proposed amendment does not create a new subdivision, extend the boundaries of Show Low Pines Unit 8, introduce a new land use, or require construction of a new roadway system.

The resulting lots are generally compatible in size and residential character with the surrounding subdivision. Many surrounding properties are approximately 1.25 acres, and the proposed amendment does not appear to establish a substantially different density or development pattern from that already present in the immediate area.

Both proposed lots will maintain access from County Road N8271, an existing dedicated easement within Show Low Pines Unit 8. This existing access directly addresses the requirements of Section 10.B that a Major Plat Amendment not prohibit or unduly inhibit

access by the public, nearby property owners, or public utilities and not eliminate existing public access ways, easements, or dedications.

Staff has identified no apparent conflict between the proposed amendment and the general land-use principles of the Apache County Comprehensive Plan.

Staff does note a discrepancy within the application materials that should be corrected for the record. The application identifies the number of proposed lots as three and describes the request as separating the lots back to their original configuration. The amended plat currently submitted for consideration depicts two lots: Lot A containing approximately 1.40 acres and Lot B containing approximately 2.41 acres.

Unless the applicant submits a revised amended plat proposing three lots, staff's evaluation of the Major Plat Amendment is based upon the two-lot configuration depicted on the amended plat submitted with the application.

THRESHOLD DETERMINATION

Based upon staff's review of the application, the submitted amended plat and supporting materials, Section 10.B of the Apache County Subdivision Ordinance, the existing subdivision configuration, access to the proposed lots, surrounding development pattern, and the Apache County Comprehensive Plan, staff finds that the applicant has met the applicable threshold requirements for consideration of the requested Major Plat Amendment.

The affected property is contiguous and under common ownership. The subject property is located entirely within an existing recorded subdivision. The resulting lots are generally compatible in size and character with the surrounding residential subdivision pattern.

Both proposed lots will have access from County Road N8271, an existing dedicated easement within Show Low Pines Unit 8. The proposal therefore does not appear to prohibit or unduly inhibit access, eliminate an existing public access way or dedicated easement, or require the creation of a new roadway.

The proposal does not create a new subdivision, introduce a new land use, or extend development into previously unsubdivided property. The amendment instead modifies the configuration of property already platted and developed as part of Show Low Pines Unit 8.

Staff further finds that the proposal is generally consistent with the applicable principles of the Apache County Comprehensive Plan regarding coordinated development, recognition of existing development patterns, utilization of existing infrastructure, preservation of community character, and protection of private-property interests.

Staff therefore finds that the application has met the threshold necessary for consideration by the Planning and Zoning Commission under Section 10.B of the Apache County Subdivision Ordinance.

Staff's threshold determination should not be interpreted as a recommendation for approval or denial. The Planning and Zoning Commission retains the authority to consider the application, public testimony, and any additional information presented at the public hearing and may recommend approval, approval with conditions, denial, or tabling of the Major Plat Amendment to the Board of Supervisors.

Matthew Fish

A handwritten signature in black ink, appearing to read "Matthew Fish", with a stylized flourish at the end.

Apache County Community Development.



SUBDIVISION MAJOR PLAT AMENDMENT APPLICATION

APPLICANT Parent Revocable Trust

Name Jolene Parent, Manager

Mailing Address 1743 Herndon Farm Rd
Rock Hill SC 29732

Contact Person Jolene Parent

Phone 6232988301 Fax _____

Email JP2020AZ@gmail.com

PROPERTY INFORMATION

Assessor's Parcel # 201-06-103A

Township 12N Range 24E Section 31

Subdivision Name Show Low Pines

Unit # 8 Lot # 103-105

Physical Address/Location _____

16 ACR 8271

Concho AZ 85924

Number of Lots Proposed 3

Total Site Acreage 3.82

Existing Access and Utility Easements _____

MAJOR PLAT AMENDMENT REQUEST

Separate Lots back to
original

SUBMITTAL CHECKLIST

- ☒ Major Plat Amendment application.
- ☒ A non-refundable processing fee of \$350.00.
- ☒ Proof of ownership.
- ☒ An amended plat map that has been prepared and signed by a Registered Land Surveyor, titled "AMENDED PLAT OF (Subdivision Name)" indicating original & revised lot lines, legal access to all lots, all easements, and roadways. and a certification block for Planning and Zoning and the Board of Supervisors signature.
- ☐ ADOT permit granting ingress / egress assess
- ☒ Site plan showing all structures and setbacks
- ☒ A list of names & addresses of ALL property owners within 300 feet of subject property.
- ☐ All required items need to be submitted to Planning and Zoning at least 30 days prior to the next scheduled meeting.

CERTIFICATION & SIGNATURE

Submittal of this application constitutes consent of the applicant in granting the Planning and Zoning Department access to the subject property during the course of project review. No further consent or notice shall be required.

I hereby certify that the information in this application is correct and agree to abide by the regulations of this jurisdiction.

Signature of Applicant

[Signature] Date 5/20/2026
Manager

Signature of Property Owner (if not the applicant)

_____ Date _____

OFFICE USE ONLY

Received By [Signature] Date 8/6/26

Receipt # 9525 Fee \$350

Subdivision Name Show Low Pines Unit 8

Related Subdivisions _____

COMMISSION ACTION

☐ Approved ☐ with conditions ☐ Denied

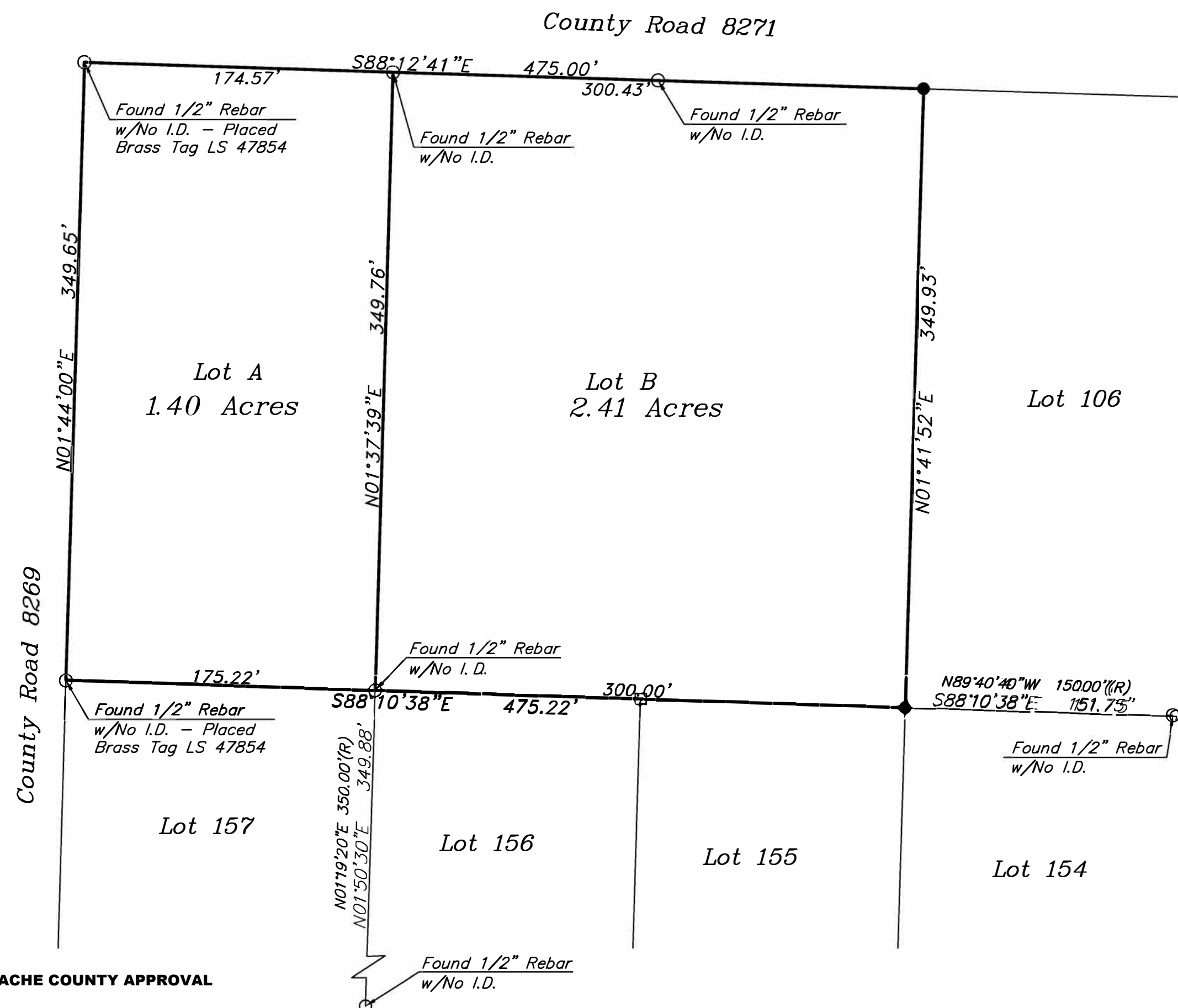
Chairman _____ Date _____

BOARD ACTION

☐ Approved ☐ with conditions ☐ Denied

Supervisor _____ Date _____

MAJOR PLAT AMENDMENT OF SHOW LOW PINES UNIT 8
Amending the Minor Plat Amendment of Show Low Pines Unit 8 Recorded as Fee #2024-006020
Located in Section 31, Township 12 North, Range 24 East of the Gila and Salt River Meridian,
Apache County, Arizona
APN #'s 201-06-103A



APACHE COUNTY APPROVAL

APPROVED AND RECOMMENDED BY THE APACHE COUNTY PLANNING & ZONING COMMISSION

CHAIRMAN, PLANNING & ZONING

APPROVED AND ACCEPTED BY THE APACHE COUNTY BOARD OF SUPERVISORS

THIS _____ DAY OF _____, 20____ BY: _____

CHAIRMAN OF THE BOARD OF SUPERVISORS

ATTESTED TO:

NOTES:

1. *The Basis of Bearing was Established by GPS Observations Based on Geodetic North.*
2. *The Owner did not Provide a Title Report for this Survey. Easements, Right of Way's, etc., Which Could Exist May Not be Shown.*
3. *The Owner of these Properties at the Time of this Survey is: Delmar and Jolene Parent*
4. *It is the Owner's Responsibility to Comply with all State, County and Local Regulations and Guidelines.*

REFERENCES

- 1. Final Plat of Show Low Pines Unit 8, Recorded as Book 2, Page 17**

LEGEND:

- ☐ Found Rebar as Shown
☒ Set Rebar w/Plastic Cap LS 47854
☐ Calculated Point

Boundary Line This Survey
 XXXX Lot Number

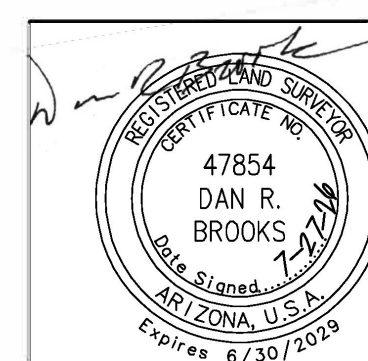
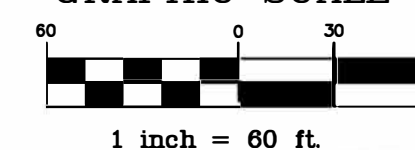
SURVEYOR'S CERTIFICATION:

I Hereby Certify that this Map and the Survey on Which it is Based was Performed in the Field Under my Direct Supervision; And the Information Contained Hereon is True and Correct to the Best of my Knowledge and Belief.

Dan R. Brooks

AZ. L.S. No. 47854

GRAPHIC SCALE



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E-MAIL: danbrooks.surveying@yahoo.com

RECORD OF SURVEY

Section 31
T12N, R24E

DRN: sgb	DATE: 02/2024
CHD: DRB	DATE: 02/2024

JOB NO.
1436

SHEET
OF 1

Front

