



For your convenience,  
Maricopa County partner agencies are now  
co-located and serving you  
Monday —Friday, 8:00 a.m. - 4:30 p.m.

301 W. Jefferson Street  
Suite 170  
Phoenix, AZ 85003  
602-506-3301

◆ **PLANNING & DEVELOPMENT**  
[www.maricopa.gov/planning](http://www.maricopa.gov/planning) 602-506-3301

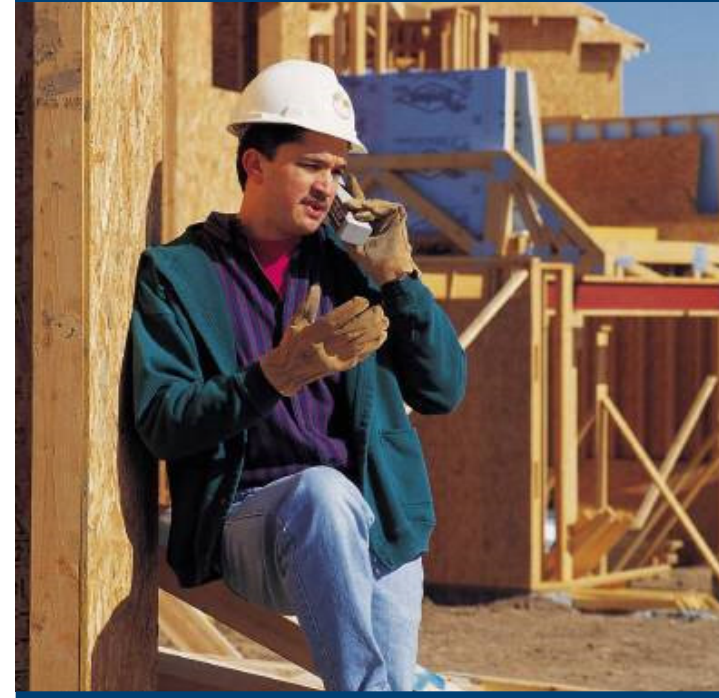
◆ **AIR QUALITY** for dust permits  
[www.maricopa.gov/aq](http://www.maricopa.gov/aq) 602-506-6010

◆ **FLOOD CONTROL** for floodplain  
clearances and elevation certificates  
[www.fcd.maricopa.gov](http://www.fcd.maricopa.gov) 602-506-1501

◆ **ENVIRONMENTAL SERVICES**  
for septic and well permits  
[www.maricopa.gov/envsvc](http://www.maricopa.gov/envsvc) 602-506-6616

◆ For Right of Way concerns, **MCDOT** is  
available every Wed. from 8 a.m. — noon  
[www.mcdot.maricopa.gov](http://www.mcdot.maricopa.gov) 602-506-8600

# Building Permits



An overview of the permitting process

## Why Do I Need a Permit?

- ◆ To protect your investment
- ◆ To protect you, your family & friends
- ◆ To protect the environment
- ◆ To protect the public
- ◆ To protect future residents **AND ...**

Because it is the law.

Our focus is to provide  
safe and timely services for the  
constituents of unincorporated  
Maricopa County  
so they may responsibly  
develop and enjoy real property.



Maricopa County  
Planning & Development

## When do you need a PERMIT?

Permits are required for all construction and most electrical, plumbing and mechanical work. Permits required include:

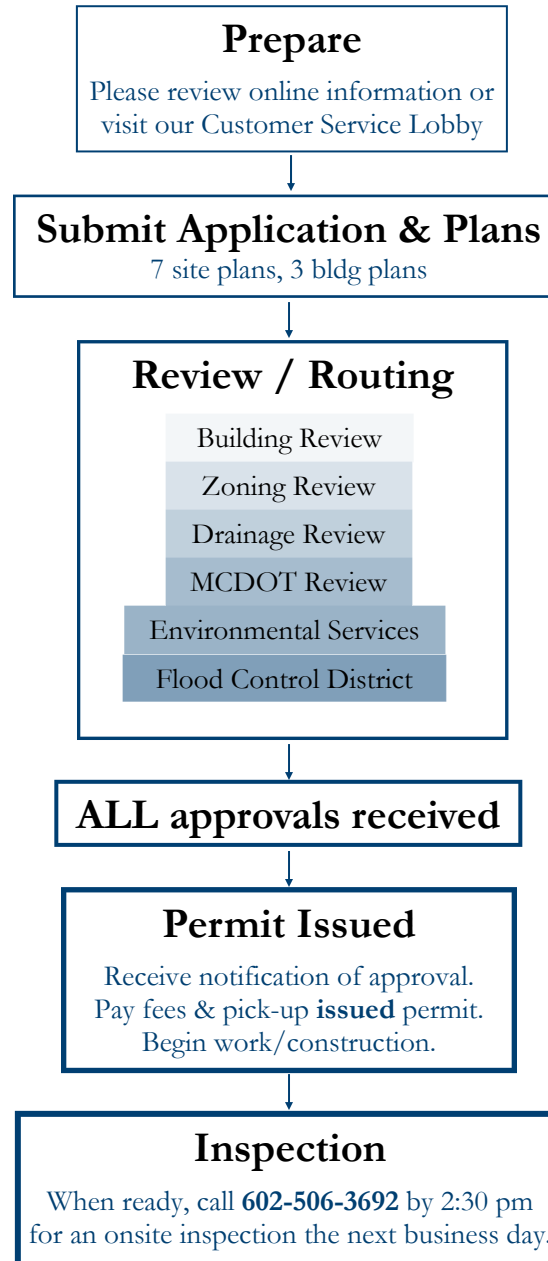
- **Additions & Alterations** - (bedrooms, bathrooms, family rooms)
- **Residential Work** - (decks, garages, ALL type of fences, culverts, water heaters, fireplaces, pools & pool barriers, patio enclosure, etc.)
- **Grading**
- **Electrical work**
- **Plumbing**
- **Mechanical (HVAC)**
- **Gas Lines**
- **Propane Tanks**
- **Water Tanks**
- **Demolition**

To be sure, always check with our office at **602-506-3301** or online at [www.maricopa.gov/planning](http://www.maricopa.gov/planning)



## What is the PERMIT process?

The following graphic is designed to provide a general overview of the building permit process.



**Note:** Permit valid 180 days from issuance or last inspection.

## Protect Your Investment



## Helpful Hints

- Have an Official Recorded Deed. [www.recorder.maricopa.gov](http://www.recorder.maricopa.gov) 602-506-3535
- Verify the property's parcel number.
- [www.maricopa.gov/assessor](http://www.maricopa.gov/assessor) 602-506-3406
- Fully describe ALL work being done on the application. Include complete contact info names, addresses, phone, fax, email. Provide clear directions to the property.
- Have septic documentation if applicable.
- Prepare detailed Site Plan. See sample Site Plan outlining requirements on the website [www.maricopa.gov/planning](http://www.maricopa.gov/planning)
- Depending on your project and location, plans prepared and stamped/sealed by a qualified engineer may be required.

[www.maricopa.gov/planning](http://www.maricopa.gov/planning)