



City of Peoria
PLANNING AND COMMUNITY
DEVELOPMENT
9875 North 85th Avenue
Peoria, Arizona 85345
T 623.773.7200
F 623.773-7233
planning@peoriaaz.gov

PLANNING INSPECTION CHECKLIST

To schedule an inspection: Call 623-773-7662 or Fax form to 623-773-7245

Permit Number _____
Project Name _____
Project Address _____
Contact Name _____
Phone # _____
E-mail Address _____

General Requirements

- ❖ **Building Exterior (consistent with approved Design Review)**
 - colors
 - materials
 - awnings/window treatments
 - mechanical equipment (screened from view)
- ❖ **Landscape ***
 - on-site
 - open space
 - R.O.W.
 - building frontage
 - parking islands
 - drainage/retention
 - future phase areas
- ❖ **Parking Lot Area**
 - stalls
 - lights
 - crosswalks
 - landscape requirements
- ❖ **Trash Enclosure**
 - location
 - dimensions
 - gates
 - exterior design review
- ❖ **Miscellaneous**
 - screen walls
 - fences
 - bike racks
 - benches
 - trails/paths
 - sidewalks
 - pedestrian amenities
 - cart containment system
 - site clean and free of debris
 - site plan conditions of approval

PLANNING INSPECTION INFORMATION

- Do not call in for an inspection unless the work is ready for inspection
- Inspections are performed on Tuesdays & Thursdays between 8:00 am and 5:00 pm
- Call/fax deadline for inspections is 4:30 pm on Mondays for Tuesday inspections and 4:30 pm on Wednesdays for Thursday inspections
- A re-inspection fee may be imposed if the work is not completed and/or multiple inspections are required for approval
- This checklist is not all inclusive as individual sites may have additional requirements

* Landscaping includes (but not limited to) trees, shrubs, groundcover, turf, decomposed granite, boulders, riprap, etc.

| PLANNING INSPECTORS | PHONE |
|--|--------------|
| Lou Brannick, Development Plan Reviewer..... | 623-773-7664 |
| Ryan McCann, Development Project Specialist..... | 623-773-5137 |

| CONTACT INFORMATION | PHONE |
|--|---|
| Building Development..... | 623-773-7225 |
| Building Inspection Request | https://devservices.peoriaaz.gov |
| Planning Division..... | 623-773-7200 |
| Planning Inspection Request Line | 623-773-7662 |
| FAX | 623-773-7245 |