



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 Safety	623-773-7225
Building Inspection Request Line	623-773-7220
Planning Division.....	623-773-7200
Planning Inspection Request Line	623-773-7662
FAX	623-773-7245