



Building Development

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Permit#:	_____
Plan Review Fee:	_____
Balance Due:	_____
Grading #:	_____

For Office Use Only

New Custom Home Permit Application

Plan review fees must be paid at time of submittal

Project Information

Submittal Date: _____ Revision: No _____ Yes _____ Existing Permit #: _____

Project Name: _____ Project Address: _____

Recorded Subdivision Name: _____ Lot #: _____

Gated Community: No _____ Yes _____ Gate Code: _____ Parcel #: _____

Sewer Provider: _____ Water Provider: _____ Water Meter Size: _____

Square Footages: Dwelling: _____ Porches & Patios: _____ Garage: _____

Fire Sprinklers: Yes _____ No _____

Brief description of work to be performed: _____

Application Contact: _____ Phone number: _____ Email: _____

Owner Information

Name: _____ Phone Number: _____ Email: _____

Address: _____ City: _____ State: _____ Zip: _____

Applicant Information

Name: _____ Phone Number: _____ Email: _____

Address: _____ City: _____ State: _____ Zip: _____

Contractor Information

Name: _____ Phone Number: _____ Email: _____

Address: _____ City: _____ State: _____ Zip: _____

Peoria Business License #: _____ AZ State License #: _____ AZROC #: _____

Inspection Contact: _____ Phone Number: _____ Email: _____

The undersigned, under penalty of perjury, does hereby certify that all improvements made to the above project, at the address as stated above, by means of the building or improvement of structures or appurtenances of such property, have been performed by a duly licensed contractor unless the entire structure is intended for the undersigned's sole occupancy as owner and no part is provided for occupancy by the public, employees, or business visitors and no part of the premises are intended for sale or rent.

I understand the owners who sell or rent property not completed with a licensed general contractor, may be subject to a Class 1 Misdemeanor under Arizona Revised Statutes § 32-1151 and § 32-1154. A Class 1 Misdemeanor is punishable by a fine not to exceed \$2500.00 and/or one year in the County jail. I understand and acknowledge the above certification.

Print Name: _____ Signature: _____ Date: _____

SEE REVERSE SIDE OF APPLICATION – REGISTERED DESIGN PROFESSIONAL MUST COMPLETE FOR SUBMITTAL

NEW CUSTOM HOME BUILDING PERMIT APPLICATION ADDENDUM
 (To be completed by the registered design professional in charge)

State of Arizona Registrant:			Phone Number:
Contact Person:			Contact Phone Number:
Address:			E-mail Address:
City:	State:	Zip Code:	Fax Number:

PRE-FABRICATED TRUSS DESIGN REVIEW WAIVER

This certificate must be used in lieu of city review of prefabricated truss designs for a building, if designed by a Registrant, licensed in the State of Arizona.

As the Arizona Registrant in charge of the structural design of this building, I will review the approved fabricator's truss designs and ALL related connections (including all revisions to the truss design) provided to me for compatibility with the above referenced project. I shall affix my shop drawing stamp or other means of identification, hand signed and dated to either the truss manufacturer's layout sheet, or to a letter of approval with an index of truss calculation sheets in said letter.

Name of Arizona Registrant (please print)

(Seal Required)

As the Owner/Applicant/Authorized Agent, I agree that all truss design information will be provided to the Arizona Registrant, in charge of the structural design of the building, for their review and approval, including all revisions. All documents shall be provided to the Arizona Registrant in ample time for a proper review and approval and to permit the approved truss design packet to be available to the City inspector, **prior to trusses being set in place.**

Name & Title (please print)

Signature

Date

Truss design calculation sheets shall be legible, sealed, hand signed and dated by the AZ Truss design engineer. The truss fabricator shall have a current third party quarterly inspection report performed by an approved inspection agency. A complete set of the truss design calculation sheets, truss placement sheets and proof of building design engineer's review & approval shall be included with the city-stamped "Job Site Approved" set of plans **prior to the trusses being set in place .**

CUSTOM HOME PLAN SUBMITTAL CHECKLIST

- Four (4) sets of 24"x36" Building plans drawn to scale ¼"=1' to include the following:
 - Foundation plan
 - Floor plan with square footage
 - Roof framing
 - Floor framing
 - Elevations
 - Details and general notes
 - Mechanical
 - Plumbing including fixture count, meter size, developed length
 - Gas isometric including sizing calculations
 - Electrical plan including electrical calculations, panel schedules, one line diagram and equipment specifications
 - 8 ½ x 11 or 11 x 17 plot plan
 - Soils report (geotechnical) – 2 copies

- Supplemental information:
 - Structural calculations – 2 copies
 - Pre-fabricated Truss Design Review Waiver (see reverse side of application)
 - If structural Engineer does not provide design, truss calculations required at time of submittal.

- Fire sprinkler plans required at submittal **IF**:
 - home is obtaining water supply from well, OR
 - home total square footage of fire area exceeds 5,000 square feet (fire area = liveable plus garage), OR
 - home is located north of Dixileta, OR
 - home obtains water supply from private water company which does not provide the required fire flow per City of Peoria Fire department ordinance

- Septic
 - Provide copy of Maricopa County approved septic permit

- Well
 - Provide copy of AZ State approved well permit

- Energy efficiency requirements per Chapter 11 of 2012 IRC (report copied onto sheet in plan set)

- Site Plan to include the following:
 - Drawing to scale showing all dimensions and easements
 - Custom lots provide two (2) foot contours or sufficient spot elevation
 - House footprint
 - Minimum finish floor elevation
 - Location of water service or well
 - Location of sewer service or septic tank
 - Location, dimensions of retention basin and supporting calculations
 - Signature line for City Engineer approval
 - Proof of legal access
 - Copy of title or deed for property

- Zoning Information shall be shown on the Site Plan in a box marked "Zoning Information", and shall include:
 - Legal description
 - Assessor Parcel Number
 - Zoning District
 - Lot size and lot dimensions
 - Total area of buildings and structures under roof, including pop-outs
 - Ratio of area of buildings and structures under roof to lot size (lot coverage)
 - Building height measured to natural grade
 - Front, rear and side setback requirements and setbacks shown on the plan
 - Separate sheet with Hillside and Desert Land Conservation Information shown (Articles 14-22A and 14-22B of the Peoria City Code 1977 edition)
 - For property located north of Pinnacle Peak Road with no slope, conservation, archeological or native plant features, please provide a signed statement to this effect.

THE FOLLOWING MAY BE REQUIRED FOR SUBMITTAL:

- Dedication, Legal Access Easement + Fee
- Dedication, Right of Way + Fee
- Minor Land Subdivision Ordinance + Fee