



Building Development *Over-the-Counter Plan Review*

Over-the-Counter plan review provides the option to receive plan review and upon approval obtain a permit within 30 minutes. This service is being offered by appointment only. Below is a description of the types of reviews, appointment times, and contact information.

Available Times:

Wednesday, 1:30 PM - 5:00 PM

Thursday, 8:00 AM - 12:00 PM

(walk-in appts are not available)

For residential scheduling, e-mail otc.building@peoriaaz.gov

Types of Reviews:

Residential

- Attached Patio Covers
- Gas Lines
- Swimming Pools
- Miscellaneous Minor Electrical and Plumbing
- Miscellaneous Residential 2nd and subsequent reviews if only Building Review remaining
- Standard Plans 3rd review if only Building Review remaining
- Solar (maximum 40 amp PV back fed breaker typical 8,000kw system with no de-rate, panel upgrade, sub-panels, micro inverters, revisions, etc.)
 1. Three (3) applications for each company per appointment.
 2. One (1) appointment per company per day.
 3. Solar applications must be submitted a minimum of 24 hours prior to requested appointment time.
 4. E-mail solar application to otc.building@peoriaaz.gov
 5. Appointment will be confirmed once application(s) have been received.

Commercial

- 3rd review and miscellaneous commercial permit 2nd review, if only Building Review remaining (please contact the Building Plan Reviewer directly to setup an appointment).
 1. Architect of record or appointee shall be present during review.
 2. Contractor information must be provided along with valid City of Peoria Business and Registrar of Contractor license numbers.
 3. Payment of all outstanding fees.
 4. Grading permit must be issued by Site Development (if applicable).

For questions, please contact Building Development at (623) 773-7225 option 1.