

Incomplete or illegible forms cannot be processed

Project Name:		Date:	
Project Address:		Bldg/Suite #:	
Applicant Name:		Company Name:	
Address:	City:	State:	Zip:
Phone:	Email:		
Property Owner:	Phone:	Email:	
Address:	City:	State:	Zip:
Contractor Name:	AZ ROC #:	Avondale Bus. License:	
Contact:	Phone:	Email:	
Address:	City:	State:	Zip:

### PLAN SUBMITTAL REQUIREMENTS

1. All plans and related documents shall be bound.
2. Plans and related documents will not be accepted until all required information is provided.
3. A separate form is required for each type of review type.

REVIEW SUBMITTAL FEES					
Commercial		Tenant Improvement		Single Family Dwelling	
Up to 10,000 SF	\$1,630.00	Up to 10,000 SF	\$255.00	Per Plan	\$460.00
10,001-20,000 SF	\$2,850.00	10,001 SF and up	\$1,425.00		
20,001 SF and up	\$5,100.00				

**SUBMITTAL TYPE: Check one and provide a brief description of the proposed project in the space below.**

- Commercial- 4 complete sets of plans, 2 sets of calculations, specifications, soils report.
- Commercial revisions/Deferred Submittals- 3 complete sets of plans, 2 sets of related calculations.
- Tenant Improvement- 3 complete sets of plans. - **Square footage of project-**
- Residential House Plans- 3 complete sets of plans, 2 sets calculations, and soils report.
- Residential Additions, Remodels- 2 complete sets of plans, 2 sets of related calculations if applicable.

Project Description:	Office Use Only:
----------------------	------------------

Review times in accordance with [SB 1598 Policy](#)

**Development & Engineering Services Department**

11465 W. Civic Center Drive, #110, Avondale, AZ 85323 • Phone (623) 333-4000 • Fax (623) 333-0402 • TDD (623) 333-0010

[www.avondaleaz.gov/developmentservices](http://www.avondaleaz.gov/developmentservices)