



Purpose

The purpose of this policy is to establish criteria for the implementation, fee assessment, and handling of Priority Expedited Plan Review (PEPR) services for construction documents only. Because this is a premium service, it is expected that the submitted construction plans be complete and, to the nearest extent possible, code compliant when they are logged in for the first review.

To be considered for PEPR, the applicant must demonstrate the project is in accordance with criteria approved by City Council. The applicant must also demonstrate significant adverse scheduling or financial impacts to the project if excluded from the program.

Each application for PEPR services will be evaluated on a case by case basis. Staff availability and current work load will be determining factors in granting approval. If the department is unable to meet published turn-around times due to high volume and staff limitations, PEPR services may not be granted even to projects that qualify.

The Development Services Team Leader and Deputy Director, if required per procedure, will evaluate each project to ensure its conformity with the program criteria. The Development Services Director shall have final authority to determine eligibility.

Criteria for qualifying PEPR projects

Projects approved by City Council for program eligibility are:

- A. Affordable housing projects financed, in whole or in part, by public funds and prioritized by the Housing Department;
- B. Economic development projects consistent with the City Council approved Economic Development Plan and prioritized by the Community and Economic Development Department;
- C. Historic preservation projects involving federal, state or city designated landmarks/structures and prioritized by the city's Historic Preservation Office;
- D. Hospital development or remodeling projects;
- E. Major commercial projects within 1,000 feet of a light rail station;
- F. Neighborhood revitalization or redevelopment projects within City Council approved areas that are consistent with City Council adopted plans and prioritized by the Neighborhood Services Department or other city departments;
- G. Projects such as water and sewer to ensure public health and safety;
- H. Projects that include city of Phoenix contractual obligation or financial participation;
- I. Projects within the defined downtown redevelopment area and prioritized by the Community and Economic Development Department;
- J. Public and charter school development or remodeling projects;

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- K. Non-hillside single family residences when resources are available;
- L. Other eligible projects as deemed appropriate by the Development Services Director.

DSD fee schedule

The Development Services Department fee schedule identifies Expedited Plan Review under the optional services section and specifies a fee of three times the base amount for the type of plan submitted. For phased plan submittals, the base fee is considered to be the phased plan review fee.

PEPR turnaround times

The baseline for PEPR turnaround times is one-third of the published turnaround. For reference, please refer to <http://phoenix.gov/DEVSERV/planreview.pdf> for posted turnaround goals, as well as averages for the preceding month.

***Note: PEPR services apply to first and second reviews only.** If a third review is necessary, an additional 20% of the overall plan review fee will be charged. If resources are not available, the fee will be based on the standard rate and the review time will be per department standard. If resources are available, a third review with expedited turnaround times may occur with the 20% fee based on the expedited fee.