



Effective January 1, 2010

The information in this document is provided as a guideline for the completion of initial plan review turnaround times. **Goal** indicates the target number of calendar days to complete an initial plan review. Turnaround times can fluctuate as they are based on the monthly workload and complexity of the project.

To check the status of a project please visit us online at <http://phoenix.gov/DEVSERV/services.html> and click on Plan Review Status, or call (602) 262-7855.

Commercial Bldg Plans	Description	1ST Review Goal	Subsequent Review Goal
Major	Over 50,000 sq ft and more than \$5 million	60	30
Medium	5,000-50,000 sq ft and \$350,000-\$5,000,000	45	25
Minor	Under 5,000 sq ft and less than \$350,000	30	21
Note: Includes commercial structures as well as multi-family projects (triplex and above) such as apartment complexes and condominiums.			

Residential Bldg Plans	Description	1ST Review Goal	Subsequent Review Goal
Custom, Standard, Major Remodels & Additions	A custom home is a one-of-a-kind new home that has a full set of plans with all disciplines. A standard home is for repetitive production. A major remodel and/or addition is more than 2,000 square feet and/or more than one level.	30	15
Minor Remodels & Additions	A remodel is work done to improve an existing single family home or duplex. An addition is construction which provides additional square footage. A minor remodel and/or addition is 2,000 square feet or less and one level.	14	10
Plot Plans	Site plans for placement of new single family houses, duplexes and residential swimming pools.	5	3

Civil Plans	Description	1ST Review Goal	Subsequent Review Goal
Major	Six sheets or more	30	15
Minor	Five sheets or fewer	20	10
Note: Above categories include such plans as water, sewer, paving, grading and drainage, storm water management, firelines, and fire hydrants.			
Landscape	Review of planting, inventory, salvage, hillside, irrigation and detail sheets.	30	15

Site Plans	Description	1ST Review Goal	Subsequent Review Goal
Pre-application	Initial meeting to discuss basic development review requirements for a proposed site plan or subdivision to establish general guidelines.	35	N/A
Preliminary	Formal meeting to discuss requirements for the proposed site plan or subdivision to establish specific stipulations.	30	N/A
Minor Commercial	Review process for projects considered minor in scope with minimal neighborhood impact, including amendments.	30	15
Note: Counter staff can assist you in determining the need for a pre-application meeting as well as if your project is considered major or minor in scope.			

This publication can be made available in alternate formats (Braille, large print, computer diskette, or audiotape) upon request. Contact the Development Services Department at (602) 262-7811 voice or (602) 534-5500 TTY.