



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. **Average (AVG)** indicates the typical number of calendar days from the previous month to complete the initial plan review. Turnaround times can fluctuate as they are based on the monthly workload and complexity of the project. Plan review timeframes for the first and second correction cycles are typically slightly reduced if the corrections are not significant. For planning purposes please assume that staff will meet the longer of the two dates.

**To check the status of a project visit us online at [phoenix.gov/pdd/about/reports](http://phoenix.gov/pdd/about/reports) and click on Plan Review Time Frames, or call (602) 262-7855.**

| COMMERCIAL BUILDING PLANS | DESCRIPTION  | GOAL | AVG. |
|---------------------------|--|------|------|
| Major                     | Over 50,000 square feet and more than \$5 million  | 45   | 47   |
| Medium                    | 5,000-50,000 square feet and \$350,000-\$5 million | 35   | 30   |
| Minor                     | Under 5,000 square feet or less than \$350,000     | 25   | 20   |

| RESIDENTIAL BUILDING PLANS | DESCRIPTION  | GOAL | AVG. |
|----------------------------|--|------|------|
| Custom & Standard Plans    | A <b>custom home</b> is a one-of-a-kind new home that has a full set of plans with all disciplines.  | 30   | 34   |
| Major Remodels & Additions | A <b>major</b> remodel and/or addition is more than 2,000 square feet and/or more than one level.  | 30   | 23   |
| Minor Remodels & Additions | A <b>remodel</b> is work done to improve an existing single family home or duplex. An <b>addition</b> is construction which provides additional square footage. A <b>minor</b> remodel and/or addition is 2,000 square feet or less and one level. | 14   | 17   |
| Plot Plans                 | Site plans for placement of new single family houses, duplexes and residential swimming pools.   | 5    | 3    |

| CIVIL PLANS | DESCRIPTION  | GOAL | AVG. |
|-------------|--|------|------|
| Major       | Sixteen (16) sheets or more/ Greater than 20 acres or 50 lots                  | 30   | 15   |
| Medium      | Seven (7) to fifteen (15) sheets/ 3-20 acres/ 15-50 lots                       | 25   | 19   |
| Minor       | Six (6) sheets or fewer/ less than 15 lots                                     | 20   | 16   |
| Landscape   | Review of planting, inventory, salvage, hillside, irrigation and detail sheets | 30   | 16   |

| SITE PLANS            | DESCRIPTION   | GOAL | AVG. |
|-----------------------|---|------|------|
| Major Pre-application | <b>Initial</b> meeting to discuss basic development review requirements for a proposed site plan or subdivision to establish <b>general</b> guidelines.   | 28   | 30   |
| Major Preliminary     | <b>Formal</b> meeting to discuss requirements for the proposed site plan or subdivision to establish <b>specific</b> stipulations.  | 30   | 17   |
| 5 Day Review          | Site plan review for all projects not processed as major. The scope of work may include projects with minimal neighborhood impact, building additions, exterior remodels, adaptive reuse, site improvements, parking lot expansions, and wireless communication facilities. | 5    | N/A  |

**Note:** Counter staff can assist you in determining the need for a pre-application meeting as well as whether your project is considered major or minor in scope.

This publication can be made available in alternate formats (Braille, large print or digital media) upon request. Contact Planning & Development at (602) 262-7811 Voice or TTY Use 7-1-1.