

# Construction Permit Application



## Development Services Department

90 E. Civic Center Dr. Gilbert, AZ 85296  
(480) 503-6700 [www.gilbertaz.gov](http://www.gilbertaz.gov)

### THIS INFORMATION TO BE FILLED IN BY TOG STAFF ONLY

PERMIT TYPE \_\_\_\_\_

REVIEW TYPE \_\_\_\_\_

FEES CALCULATED BY \_\_\_\_\_

NUMBER OF REVIEW DAYS \_\_\_\_\_

QUALITY CONTROL DONE BY \_\_\_\_\_

Permit Number (To be assigned by TOG staff) \_\_\_\_\_

For Plan changes or Deferred submittals provide Original Building Permit Number \_\_\_\_\_

Project Name \_\_\_\_\_

Project Address \_\_\_\_\_ Project Valuation \_\_\_\_\_

Suite or Lot# \_\_\_\_\_ Parcel # \_\_\_\_\_ Recorded Subdivision \_\_\_\_\_

Are you an Existing Gilbert business?      Yes      No      Unknown

Are you moving to a new Gilbert Location?      Yes      No      Unknown

Are you expanding your business?      Yes      No      Unknown

Description of work to be performed  
\_\_\_\_\_

Provide Square footage for: New Buildings, Tenant Improvements, Remodels, Additions, Pools and Spas  
Commercial \_\_\_\_\_ TI/Remodel \_\_\_\_\_ Livable \_\_\_\_\_ Garage \_\_\_\_\_ Patio/Porch \_\_\_\_\_ Pool \_\_\_\_\_ Spa \_\_\_\_\_  
For Temporary & Banner signs provide area square footage \_\_\_\_\_ For Fire Sprinklers provide number of Heads \_\_\_\_\_  
(For additional requirements see Sign Permit Application checklist)

*For Production Home Builders provide*

Master Permit # \_\_\_\_\_ Model # \_\_\_\_\_ Elevation(s) \_\_\_\_\_

**Property Owner or Tenant Information** - Name \_\_\_\_\_ Phone number \_\_\_\_\_

Email Address \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Architect or Designer Information** -Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Contractor Information** - Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Total Fees Due \_\_\_\_\_

**Statement of Applicant or Contractor made in connection with application for permit, pursuant to [A.R.S. §32-1169.A](#)**

Owner Occupant of a Residential Property

Contractor is currently licensed pursuant to the provisions of Arizona Revised Statutes, Title 32, Chapter 10

ROC license number is \_\_\_\_\_ Privilege license number pursuant to [A.R.S. §42-5005](#) is \_\_\_\_\_

Applicant is not a licensed contractor and is exempt from the provisions of Arizona Revised Statutes, Title 32, Chapter 10, [A.R.S. §32-1121](#). Provide basis of exemption and name & license number of contractors who will be performing work on separate form.

**Applicant is**  Owner or Tenant  Architect or Engineer  Designer  Contractor  Other \_\_\_\_\_

**Print Name** \_\_\_\_\_ **Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**I CERTIFY THAT I HAVE THE AUTHORITY TO SIGN THIS APPLICATION AND THE INFORMATION PROVIDED IS CORRECT**

Contact Person \_\_\_\_\_ Phone Number \_\_\_\_\_ Email \_\_\_\_\_

**Plan review fees may be required at time of plan submittal**

NOTE: Please check with your Home Owners Association (HOA) for their requirements. Gilbert does not track or regulate rules established by HOA organizations.

Arizona Revised Statutes, Chapter 7, Article 4

9-834. Prohibited acts by municipalities and employees; enforcement; notice

- A. A municipality shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule, ordinance or code. A general grant of authority does not constitute a basis for imposing a licensing requirement or condition unless the authority specifically authorizes the requirement or condition.
- B. Unless specifically authorized, a municipality shall avoid duplication of other laws that do not enhance regulatory clarity and shall avoid dual permitting to the maximum extent practicable.
- C. This section does not prohibit municipal flexibility to issue licenses or adopt ordinances or codes.
- D. A municipality shall not request or initiate discussions with a person about waiving that person's rights.
- E. This section may be enforced in a private civil action and relief may be awarded against a municipality. The court may award reasonable attorney fees, damages and all fees associated with the license application to a party that prevails in an action against a municipality for a violation of this section.
- F. A municipal employee may not intentionally or knowingly violate this section. A violation of this section is cause for disciplinary action or dismissal pursuant to the municipality's adopted personnel policy.
- G. This section does not abrogate the immunity provided by section 12-820.01 or 12-820.02.