



Projects Requiring Documentation Prior to Submittal

The following projects require documentation to be uploaded at submittal. Projects will not be considered complete and routed for review if these documents are not provided. Plan review turnaround times will not begin until a complete submittal is made.

Flood Control District

Projects located in a Flood Plain are required to obtain Flood Plain Authorization from Maricopa County Flood Control District before the project can be accepted for plan review. To determine if a parcel is in a Flood Plain visit <https://www.maricopa.gov/3847/Flood-Control-District>. Projects determined to be in the within the flood plain, must provide a Flood Plain Authorization/Permit with the Flood Control District. This can be done online here: <https://www.maricopa.gov/3836/Floodplain-Use-Permit>. Once approval is received from the Flood Control District, the approval letter must be uploaded into the record and labeled as Maricopa County Flood Control District Permit.

Falcon Field District

Projects located in the Falcon Field District are required to obtain approval from the airport prior to submittal of construction documents. Applicants should contact Zenia Cornejo at 480-644-4386 or Zenia.Cornejo@mesaaz.gov to obtain approval. The approval letter must be uploaded into the record and labeled as Falcon Field Pre Approval Letter.

Phoenix Mesa Gateway District

Projects located in the Phoenix Mesa Gateway District are required to obtain approval from the airport prior to submittal of construction documents. Applicants should contact Tony Bianchi at tbianchi@gatewayairport.com or 480-988-7649 to obtain approval. The approval letter must be uploaded into the record and labeled as Phoenix Mesa Gateway Pre Approval Letter.

Historic Commission Approval Required

Projects located within a Historic District are required to obtain approval from the Historic Commission prior to submittal. Applicants can contact the Historic Preservation Officer at 480-644-2021. The approval must be uploaded into the record along with the construction documents.