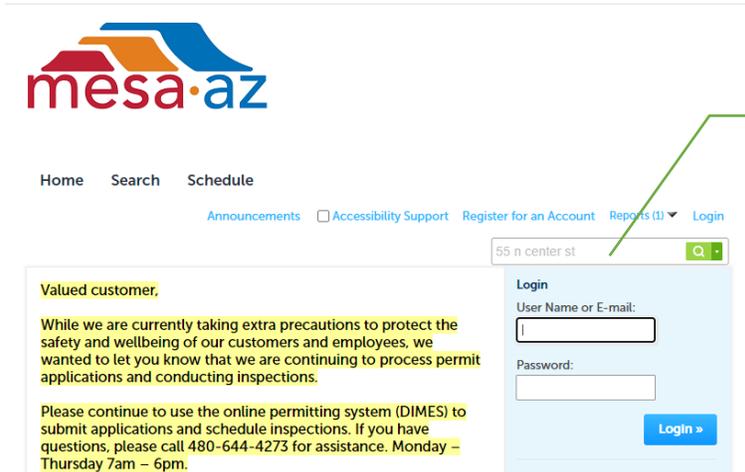


Researching City of Mesa Permit and Planning Document Archives

Find Online Records since 2017:

- 1) Go to Mesa's permit portal Dimes: <https://aca-prod.accela.com/MESA/Default.aspx>
- 2) Enter the address [in quotations] or record number in the search bar.
- 3) Click on the blue hyperlink for the record number to view details.



Type in address or record number or name in the search bar, click on the magnifying glass to search. This function does not require an account in the Dimes system.

For a more narrowed search, use quotations around the address. E.g. "55 N Center St"

Need more Information?

If further historical records, prior to 2017, or a zoning verification letter(s) are needed, a formal request for Document Retrieval may be submitted through the Dimes system. Need more than one property's records, submit a request for each address.

How to Submit Document Retrieval Request:

1. Navigate to [Dimes](#)
2. Create or log into your account
3. At the top of the Dime Dashboard, look at the headings, select "Create"
4. Select "Apply for a Permit", next Select "Document Retrieval"
5. For the Address of the location, enter the street number, direction, and street name, Click Select, and the system will populate the parcel and property owner information. [Verify the correct address on our map](#).
6. For Project Name, enter a brief description.
 - a. E.g. Plans, or Certificate of Occupancy or Quarter Section Map.
7. For Description of Work, enter a brief description what you are asking staff to research.
8. Under General Info > Request Description, **THIS is where you should indicate exactly what you are looking for**.
 - a. E.g. Copies of Permits, Zoning Verification, Site Plans, Quarter Section maps, etc. plus any additional reference information you have that will help us fulfill your search/request.
9. When you get to Attachments, just click 'Continue Application,' and again when you get to the Review page.

Note: Fees do apply. Find Development Services [fee schedule](#) online.

Any questions with submitting a Document Retrieval request, please call Permit Services at (480) 644-4273.