



## ANNUAL FACILITIES PERMIT PROGRAM APPLICATION/REGISTRATION

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FACILITY NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

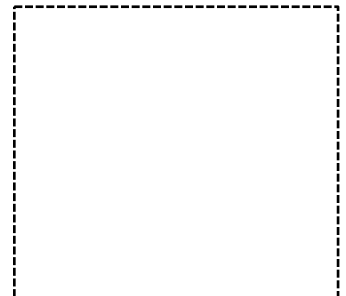
SITE ADDRESS: \_\_\_\_\_

ADDITIONAL BUILDING ADDRESSES ON SITE: \_\_\_\_\_

OWNER'S  
REPRESENTATIVE: \_\_\_\_\_ PHONE: \_\_\_\_\_

REGISTERED  
PROFESSIONAL: \_\_\_\_\_ PHONE: \_\_\_\_\_

PROFESSIONAL'S  
ADDRESS: \_\_\_\_\_



SEAL

## ANNUAL FACILITIES PERMIT PROGRAM CRITERIA

### Annual Facility Permits. (4242)

1. General. The Annual Facilities Permit is an administrative system intended to simplify the permitting and inspection process for qualified facilities by allowing inspectors to review plans and maintaining inspectors familiar with the construction history of such facilities. Qualified facilities electing to participate in this program are exempt from the requirement to obtain individual permits for the work regulated by this Chapter when such work does not increase the floor area, does not constitute a change of use or occupancy classification, and is performed on existing buildings, structures, and utilities associated with that qualified facility. This alternative permit process shall not exempt compliance with the technical requirements of this Chapter, the technical codes, or with other City, County, State, or Federal laws. (4242,4579)

2. Definitions. For purposes of this Section, the following terms shall apply: (4242)

**AGENT:** A full-time or contract employee of a Qualified Facility, who is an architect or engineer registered and residing in the State of Arizona and who is responsible for complying with the substantive provisions of this Chapter. The agent, as authorized by rules established by the Arizona Board of Technical Registration, shall assure work has been performed in accordance with this Chapter and the technical codes. (4242)

**QUALIFIED FACILITY:** A firm, corporation, or political entity engaged in manufacturing, processing, service, or property management that occupies and controls specialized buildings and building service equipment to the extent that full-time personnel are required to manage, operate, or maintain such buildings and equipment in compliance with all the provisions of this Chapter and the technical codes. (4242)

3. Annual Facilities Permit Transferability. An Annual Facilities Permit is not transferable. (4242)
4. Annual Facilities Permit Renewal. An Annual Facilities Permit may be renewed every twelve (12) months by payment of a renewal fee as set forth in the City of Mesa Schedule of Fees and Charges. Renewal fees shall be due and payable prior to the permit expiration date, or a new initial application shall be required. Work performed after the permit expiration date shall be in violation of this Chapter and subject to penalty. (4242)
5. Annual Facilities Permit Operation. The agent shall notify the Building Safety Director prior to the start of any work involving alteration of the building structure system, alteration of any fire-resistive wall, floor, or ceiling assembly, alteration of any fire corridor system, or installation of any structural, mechanical, plumbing, or electrical work intended to be enclosed or concealed. The Building Safety Director shall determine the nature and extent of plan reviews and/or inspections required. The City of Mesa shall invoice the Qualified Facility and the Qualified Facility shall pay for the professional services rendered as set forth in the City of Mesa Schedule of Fees and Charges. (4242)