Mesa [DIMES](#) Instructions – Apply for a Permit

To start a Permit Application, hover over & click Apply for a Construction Permit
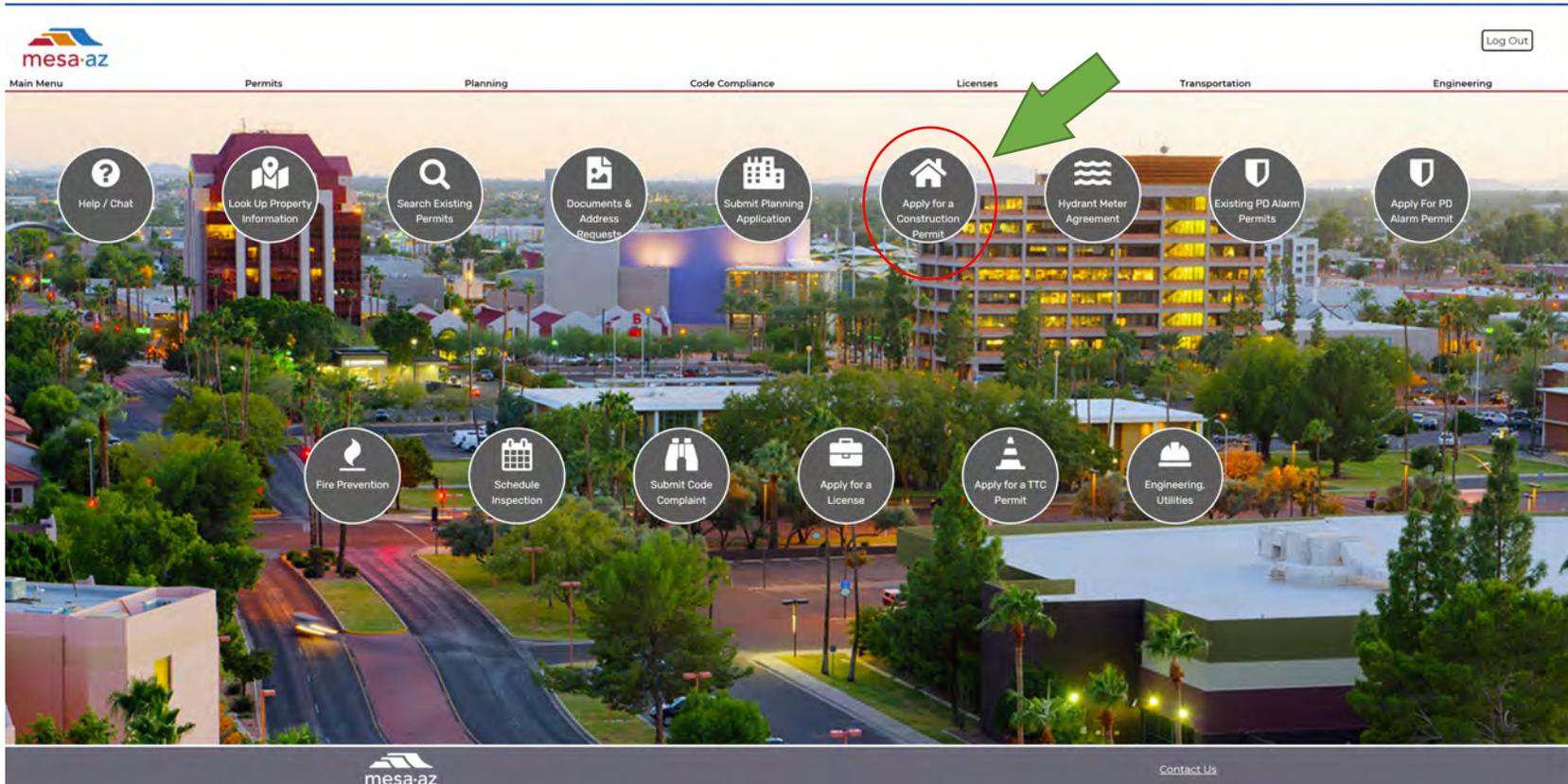
Or Select Permit, drop down to Apply for a Permit,

Mesa [DIMES](#) Instructions – Apply for a Permit

Agree to Terms,

Online Permit Application Submittal

Welcome to the City of Mesa's Online Permitting System. Using this system you can submit an application, pay fees, schedule inspections, track the status of your application, and print your final record all from the convenience of your home or office, 24 hours a day.

Please "Allow Pop-ups from This Site" before proceeding. You must accept the General Disclaimer below before beginning your application.

General Disclaimer
While the City of Mesa attempts to keep its Web information accurate and timely, the Agency neither warrants nor makes representations as to the functionality or condition of this Web site, its suitability for use, freedom from interruptions or from computer virus, or non-infringement of proprietary rights. Web materials have been compiled from a variety of sources and are subject to change without notice from the Agency as a result of updates and corrections.

☐ I have read and accepted the above terms.

Continue Application »

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Under Construction Permit dropdown, select Permit Type, continue Application:

Choose one of the following permit types available for online applications

If you need help selecting a permit type, please call 480-644-4273.

For Addenda / Deferred / Code Modification

- Addenda: Changes to a previously approved permit that is currently under construction.
- Deferred: A Fire Alarm or Fire Sprinkler submittal for a building currently under construction (with an existing permit number)

*Flow Tests and Hydrant Meters must be applied for in person with Development Services at 55 N Center St (1st Floor).

For Assistance or to apply for a permit type not listed, please contact us at (480) 644-4273.

[Search field] ▽ **Search**

▼ Construction Permit – All Types
- ○ Addenda / Deferred / Code Modification
- ○ Annual Facilities Permit
- ○ Commercial Permit
- ○ Demo
- ○ Document Retrieval
- ○ Master Plan
- ○ Mobile Home
- ○ Residential Permit
- ○ Residential Utility Repair Permit
- ○ Sign Permit

Select permit type

▶ Fire
▶ PD Alarms

Continue Application »
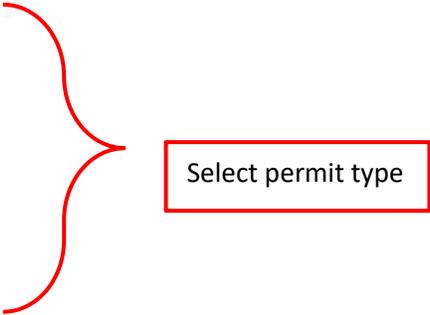
Mesa [DIMES](#) Instructions – Apply for a Permit

Enter Street Number, Direction, and Street Name (nothing else!), click Search, (city, parcel, and owner information will automatically populate):

Address

* Street No.: 55
Direction: N
* Street Name: Center
Street Type: --Select--

Unit Type: --Select--
Unit No.:

City:
State: --Select--
Zip:

Enter *Street No., *Direction, & *Street Name. Then click *Search. The rest of the information will automatically populate, including parcel number.

[Search] [Clear]

Parcel

* Parcel APN (No Dashes) ⑦
12345678A

[Search] [Clear]

Owner

Owner Name: ⑦

Address Line 1:

Address Line 2:

City:
State: --Select--
Zip:

[Search] [Clear]

[Continue Application »]   [Save and resume later]

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Add Contact Information, choose Applicant as the Contact Type.

Add Application Information.

Mesa DIMES Instructions – Apply for a Permit

Search...   🔍 ▾

Commercial Permit

1 Location & Contacts	2 Detail Information	3 Attachments	4 Review	5 Pay Fees	6

Step 2 : Detail Information > Application Information

*indicates a required field.

Detail Information

*Project Name:

PROJECT TITLE

*Description of Work:

WRITE A DETAILED SCOPE OF WORK NARRATIVE

> *Project Name: THIS IS THE NAME OF THE PROJECT OR BUSINESS
>
> *Description of Work: PROVIDE A SCOPE OF WORK FOR ALL PROPOSED CHANGES INCLUDED IN THE CONSTRUCTION DOCUMENTS SUBMITTED

Additional Information

*Job Value($):

0

Housing Units: Number of Buildings:

> *Job Value: ENTER THE ESTIMATED CONSTRUCTION VALUATION
>
> *Type of Work: SELECT NON-STRUCTURAL

General Info

GENERAL INFORMATION

*Property Type: --Select--

*Type of work: --Select--

*Classification Type: --Select--

Building Code Edition: 2018

Planning record number:

> *Property Type: CHOOSE FROM DROP DOWN
>
> *Type of Work: CHOOSE FROM DROP DOWN
>
> *Classification Type: CHOOSE FROM DROP DOWN

Mesa [DIMES](#) Instructions – Apply for a Permit

Upload Required Documents (label docs as Construction Documents). All docs must be in PDF format.

1) Upload properly formatted documents, see submittal requirements here: [chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/viewer.html?pdfurl=https%3A%2F%2Fwww.mesaaz.gov%2Fhome%2Fshowpublisheddocument%2F22231%2F637570186539370000&clen=308655](#)

2) At least one document must be labeled "Construction Documents"

Document Submittal Requirements

The maximum file size allowed is 1000 MB.
ade;adp;bat;chm;cmd;com;cpl;exe;hta;htm;html;ins;isp;jar;js;jse;lib;lnk;mde;mht;mhtml;msc;msp;mst;php;pif;scr;sct;shb;sys;vb;vbe;vbs;vxd;wsc;wsf;wsh are disallowed file types to upload.

This application type requires you to submit the following types of documents. Subject to the collected information, you may be required to submit additional documents prior to approval.

Construction Documents

Name	Type	Description	Action	Document Status	Status Date	Latest Update	Upload Date	Size
No records found.								

File:
Duplicate Certificate of Occupancy
Checklist_Fillable_COMRES_2021_web_
fillable.pdf

Remove

100%

*Type:
Construction Documents ▼

*Description:
Worksheet

Mesa DIMES Instructions – Apply for a Permit

The application submission is complete when PMT# is issued. It takes 10 business days for review.

1 Select item to pay	2 Payment information	3 Receipt/Record issuance

Step 3: Receipt/Record issuance

Not All invoices may be displayed

Receipt

✓ Your application(s) has been successfully submitted.
Please print your record(s) and retain a copy for your records!!

55 N CENTER ST MESA, AZ 85201

⭐ PMT21-00316

Need more assistance, see DIMES help online at: https://www.mesaaz.gov/business/development-services/dimes-help

DEVELOPMENT SERVICES DEPARTMENT (DSD)
Planning & Zoning | Building Permits & Plan Review | Building Inspections
Office Hours: Monday-Thursday 7am to 6pm
55 North Center Street | Mesa, AZ 85201
Department Call Center (480) 644-4273
DSD Website: https://www.mesaaz.gov/business/development-services