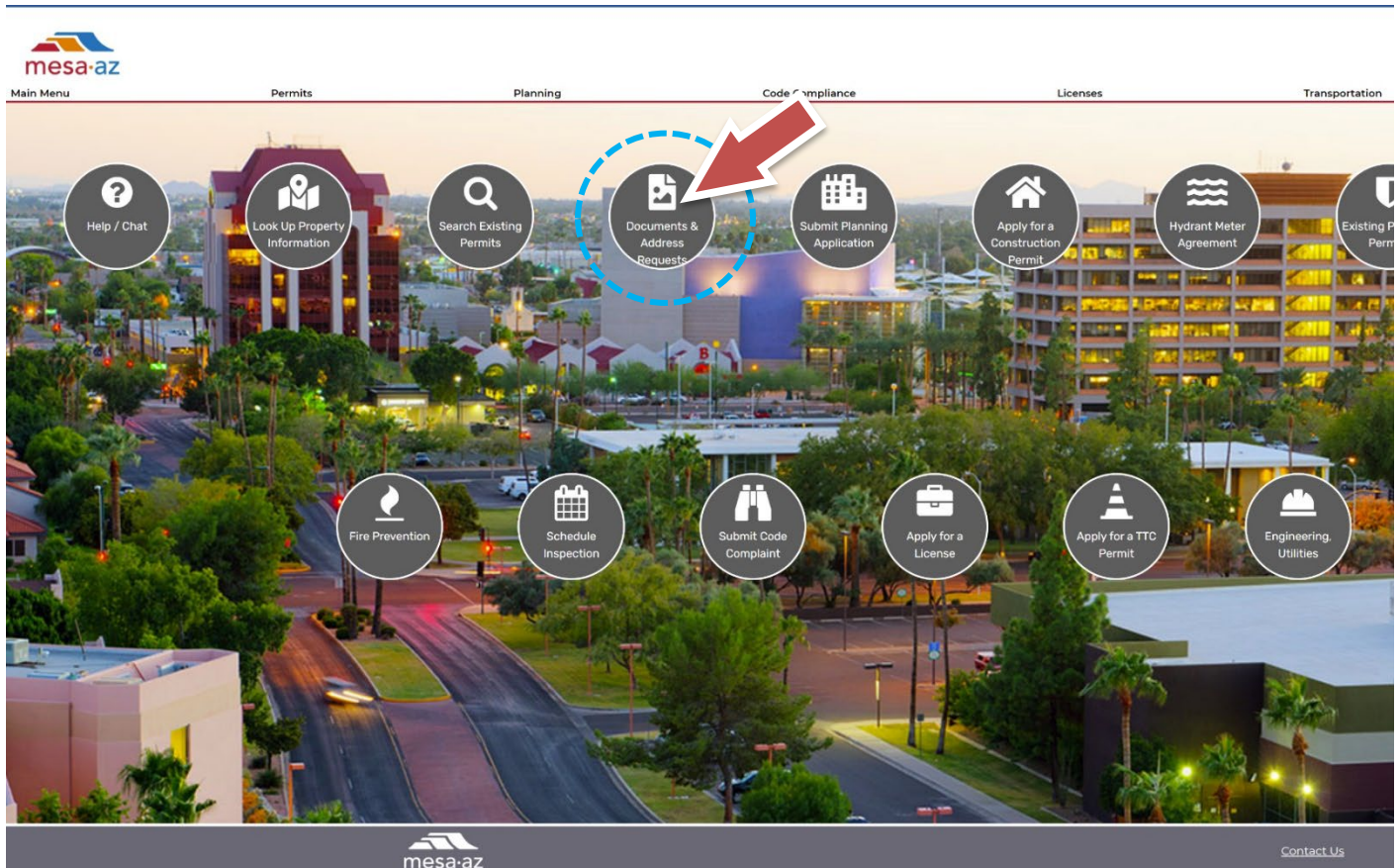


Mesa DIMES Instructions – Document Retrieval/Zoning Verification

Login or create a DIMES account.

Click on “Documents & Address Requests” to begin the Document Retrieval Request OR a Zoning Verification Letter.

One application per parcel of inquiry is required.



DIMES Instructions for Development Services products. Questions?

See DIMES Help online: <https://www.mesaaz.gov/business/development-services/general-dimes-help> or call (480)

644-4273

Mesa DIMES Instructions – Document Retrieval/Zoning Verification

Accept 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 »

Select the type of document being requested:

Document Retrieval

1 Application Info	2 Location and Contact	3 Documents	4 Review	5 Pay Fees	6
--------------------	------------------------	-------------	----------	------------	---

Step 1: Application Info > Request Information

Please let us know what you are requesting by checking "Yes" next to each Document Type needed.

*Indicates a required field.

Please Choose From This List

REQUESTED DOCUMENT(S)

- Aerial Maps - Full Size: Yes No
- Aerial Maps - Half Size: Yes No
- Buy-In: Yes No
- Certificate of Occupancy: Yes No
- Engineering Drawings - Full Size: Yes No
- Engineering Drawings - Half Size: Yes No
- Historical Construction Documents: Yes No
- Master Plan: Yes No
- Permit/Inspections: Yes No
- Quarter Section - Full Size: Yes No
- Quarter Section - Half Size: Yes No
- Replacement Plan Set: Yes No
- Site (Plot) Plan: Yes No
- Soil/Drainage Report: Yes No
- Zoning Verification Letter - One Parcel Request: Yes No
- Planning Case Request: Yes No
- Other: Yes No

Continue Application »

Save and resume later

DIMES Instructions for Development Services products. Questions?

See DIMES Help online: <https://www.mesaaz.gov/business/development-services/general-dimes-help> or call (480)

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Mesa DIMES Instructions – Document Retrieval/Zoning Verification

Complete the required (*) fields

Document Retrieval

1 Application Info	2 Location and Contact	3 Documents	4 Review	5 Pay Fees	6
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Step 1: Application Info > Application Information

* indicates a required field.

Application Information

* Project Name:

* Description of Work:

Request Information

GENERAL

* Request Description:

* Request Microfilm:

Yes No

* Construction Type:

QS # or A #:

Approximate Year Built:

Planning Case Number:

Building Permit Number:

[Continue Application »](#)

[Save and resume later](#)

DIMES Instructions for Development Services products. Questions?

See DIMES Help online: <https://www.mesaaz.gov/business/development-services/general-dimes-help> or call (480)

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Mesa DIMES Instructions – Document Retrieval/Zoning Verification

Add the Street Address or Parcel Number, then click search.

After searching, the rest of the fields should automatically populate.

Document Retrieval

1 Application Info	2 Location and Contact	3 Documents	4 Review	5 Pay Fees	6
--------------------	------------------------	-------------	----------	------------	---

Step 2: Location and Contact > Location

Show Map

* indicates a required field.

Address

* Street No.: Direction: * Street Name: Street Type:

Unit Type: Unit No.:

City: State: Zip:

Search

Clear

Parcel

* Parcel APN (No Dashes)

Search

Clear

Owner

Owner Name:

Address Line 1:

Address Line 2:

City: State: Zip:

Search

Clear

Continue Application »

Save and resume later



DIMES Instructions for Development Services products. Questions?

See DIMES Help online: <https://www.mesaaz.gov/business/development-services/general-dimes-help> or call (480)

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Mesa [DIMES](#) Instructions – Document Retrieval/Zoning Verification

Add 'Applicant' Information:

Document Retrieval

1 Application Info	2 Location and Contact	3 Documents	4 Review	5 Pay Fees	6
--------------------	------------------------	-------------	----------	------------	---

Step 2: Location and Contact > Contacts * indicates a required field.

Contact List

Enter information about the contacts associated with this permit. You must enter the Applicant information and be sure to provide a phone number(s) and email address. If you are applying for this permit, use the 'Select from Account' option to copy your contact information from your registration.
Note that you can update your contact information (phone number, address) using the Account Management link at the top of the page.

Required Contact Type	Minimum
Applicant	1

Showing 0-0 of 0

First Name	Last Name	Business Name	Contact Type	E-mail	Action
No records found.					

Review the application for accuracy and completeness:

Mesa DIMES Instructions – Document Retrieval/Zoning Verification

Search...

Document Retrieval

1	2 Location and Contact	3 Documents	4 Review	5 Pay Fees	6 Record Issuance
---	------------------------	-------------	----------	------------	-------------------

Step 4: Review

[Continue Application »](#)

[Save and resume later](#)

Please review all information below. Click the "Edit" buttons to make changes to sections or "Continue Application" to move on. You must check the box to agree to the certification at the bottom of the page before you can continue.

Record Type

Document Retrieval

Please Choose From This List

REQUESTED DOCUMENT(S)		Edit
Aerial Maps - Full Size:	No	
Aerial Maps - Half Size:	No	
Buy-In:	No	
Certificate of Occupancy:	No	
Engineering Drawings - Full Size:	No	
Engineering Drawings - Half Size:	No	
Historical Construction Documents:	No	
Master Plan:	No	
Permit/Inspections:	No	
Quarter Section - Full Size:	No	
Quarter Section - Half Size:	No	
Replacement Plan Set:	No	
Site (Plot) Plan:	No	
Soil/Drainage Report:	No	
Zoning Verification Letter - One Parcel Request:	Yes	
Planning Case Request:	No	
Other:	No	

Application Information

[Edit](#)

Project Name: 148 N Center C of O
Description of Work: Looking for a certificate of occupancy.

Request Information

GENERAL		Edit
Request Description:	C of O	
Request Microfilm:	No	
Construction Type:	Commercial	
QS # or A #:		
Approximate Year Built:		
Planning Case Number:		
Building Permit Number:		

Address

[Edit](#)

55 N CENTER ST MESA, AZ 85201

Parcel

[Edit](#)

Parcel APN (No Dashes) 13837005

Owner

[Edit](#)

MESA CITY OF
20 E MAIN ST STE 650
PO BOX 1466
MESA AZ 85211

DIMES Instructions for Development Services products. Questions?

See DIMES Help online: <https://www.mesaaz.gov/business/development-services/general-dimes-help> or call (480)

644-4273

Mesa DIMES Instructions – Document Retrieval/Zoning Verification

For Zoning Verifications, please upload the letter request.

Note: No need to upload documents if you are requesting copies of records from us.

Search... 

Document Retrieval

1 Application Info	2 Location and Contact	3 Documents	4 Review	5 Pay Fees	6
--------------------	------------------------	-------------	----------	------------	---

Step 3: Documents > Attachments

* indicates a required field.

Attachment

If you are requesting a Zoning Verification Letter, attach your Zoning Request Letter here, otherwise, you may Continue Application.

[Document Submittal Requirements](#) - Please read before submitting plans.

The maximum file size allowed is 1000 MB.

ade;adp;bat;chm;cmd;com;cp;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.

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



[Continue Application >](#)


[Save and resume later](#)

Request is submitted but fees may be still due before staff conducts the research. Watch your email for invoice information.

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

DOC22-01967

[Copy Record](#)