



Maricopa County

Planning & Development

501 North 44th St., Suite 200
Phoenix, Arizona 85008
Phone: (602) 506-3301
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What You Should Know About Fees

All fees administered are solely for the cost recovery of services rendered. The Maricopa County Board of Supervisors sanctions all fees.

Typically, projects are assessed an upfront fee when accepted for review. The upfront fee applies toward the full cost of the permit. Upon completion of the formal review, the total amount due is calculated and assessed to the project. The full fee calculation is comprised of several variable factors, i.e., project valuation, subordinate permits, square and/or linear footage, materials, and all other applicable elements. When the permit(s) is/are approved, the balance due must be paid prior to permit issuance.

Non-Refundable Upfront Fee

Projects submitted online constitute an official request for service. Online projects accepted for review will incur a **non-refundable upfront fee**. Failure to remit the upfront fee will result in the cancellation of your online project. If the cost of service rendered exceeds the cost of the upfront fee and you cancel the project, you are still responsible for the remaining balance for services provided. Please be sure you are ready to submit for your construction permit, prior to requesting service.

General Guide to Upfront Fees

<u>Project</u>	<u>Upfront Fee</u>
New Single Family Home	\$500 + applicable fees for an onsite wastewater septic system*
Manufactured Home	\$300 + applicable fees for an onsite wastewater septic system*
Residential Accessory, Addition or Alteration	\$200
Residential Pool w/ New Barrier	\$200
Minor Construction Permit	\$50 (often the full cost for one minor permit)
<i>* Onsite Wastewater Septic</i>	<i>\$325 Site and Test Hole Inspection</i> <i>\$135 to connect to existing septic</i> <i>\$175 Septic system abandonment/ closure</i>

For additional information related to fee structures, see the [Local Additions & Addenda](#).



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Email Notification of Fees/Payment

Throughout the process, you are strongly encouraged to monitor your email regularly. This is the primary form of communication for your online project. Make note, you will receive email notifications beginning with the subject line, *“Maricopa County Online Project B200XXXXXX: ...”* It is critical that you read each email and carefully follow any instructions.

Relating to payment of fees, there are six emails you may receive:

1. Projects accepted for review will receive a payment notification email. For example, *“Congratulations, project B200XXXXXX has been accepted for review...”*, *“If your payment is not received within 3 business days of the date of this notification, your project may be cancelled for inactivity.”*
2. Upon payment, you will receive a payment confirmation email.
3. Failure to pay the upfront fee within three business days will trigger the following email: *“The upfront fee payment was not received within three business days. The pending project has been cancelled for non-payment.”*
4. Projects given the stamp of **Approval** will receive an approval and payment notification email similar to the following email: *“Congratulations, your project has been APPROVED.”* You will be required to pay the permit fee balance.
5. Upon final payment, you will receive a payment confirmation email. The email will also advise that your approved documents are now accessible for download.
6. Failure to pay will result in a payment required email. After 30 days of non-payment, your project may be cancelled. Any outstanding fees for services rendered will be forwarded to collections.

How to Pay Online

See [Quick Guide to Online Payments](#) for instructions.

Fee Schedule

Refer to Planning & Development Resources Webpage for more information about the [fee schedule](#) or call 602-506-7147.