

## ***Public Record Requests -- Helpful Tips***

The information below may assist you in obtaining various information as they relate to public record requests. Contact: [pdplanner@mail.maricopa.gov](mailto:pdplanner@mail.maricopa.gov) for additional assistance.

### **ANNEXED PROPERTY**

*I am seeking records for property annexed to the City of Chandler.*

The Planning and Development Department possesses information for properties currently located in the unincorporated areas of Maricopa County. Annexed property information is retained by the corresponding city or town.

### **CONSTRUCTION PLANS**

*I am seeking copies of construction plans for a home I own or am thinking of purchasing.*

Construction plans are released to the original property owner or registered architect/engineer at the time the permit was issued. Construction plans are owned by the registered professional who stamped and submitted them.

### **PERMIT STATUS UPDATES**

If you do not require copies of documents, but want permit status information, click on the following URL: <https://pndwww.maricopa.gov/CitizenAccess/> to search by Permit Number, Address, etc.

Other helpful email addresses include:

- Building questions: [pdoncallbuilding@mail.maricopa.gov](mailto:pdoncallbuilding@mail.maricopa.gov)
- Zoning questions: [pdoncallzoning@mail.maricopa.gov](mailto:pdoncallzoning@mail.maricopa.gov)
- Planning questions: [PDPlanner@mail.maricopa.gov](mailto:PDPlanner@mail.maricopa.gov)

### **PLOT MAPS**

*I need a copy of a plot map.*

Plot maps can be obtained by accessing the Assessor's web site. Click on the following for instructions: [Plot Map Instructions](#).

### **SEPTIC INFORMATION**

Contact the Maricopa County Environmental Services Department at <http://www.maricopa.gov/EnvSvc/Complaints/Forms/ComplaintInput.aspx?category=56>.