Why Do I Need a Permit?

- To protect your investment
- To protect you, your family & friends
- To protect the environment
- To protect the public
- To protect future residents AND …

Because it is the law.

Our focus is to provide safe and timely services for the citizens of unincorporated Maricopa County so they may responsibly develop and enjoy real property.

Maricopa County
Planning & Development
(602) 506-3301

Information concerning expired permits

- **EXPRESSED PERMITS**
  501 N. 44th Street
  2nd Floor
  Phoenix, AZ 85008
  602-506-3301
  Monday — Friday, 8:00 a.m—5:00 p.m.

- **PLANNING & DEVELOPMENT**
  www.maricopa.gov/planning  602-506-3301

- **AIR QUALITY** for dust permits
  www.maricopa.gov/aq  602-506-6010

- **FLOOD CONTROL** for floodplain clearances and elevation certificates
  www.fcd.maricopa.gov  602-506-1501

- **ENVIRONMENTAL SERVICES** for septic and well permits
  www.maricopa.gov/envsvc  602-506-6824

- **DEPARTMENT of TRANSPORTATION (MCDOT)**
  For right of way and easements
  www.mcdot.maricopa.gov  602-506-8600
When does a building permit expire?

Maricopa County Building Code specifies that permit(s) expire 180 days from the date issued or the last approved inspection.

Is there an option to extend this 180 day period? — YES

Maricopa County policy allows for ONE free extension upon prior written request.

The extension will be for an additional 180 days from the original expiration date. If during this period, you receive an inspection approval, the expiration date can be extended another 180 days.

Important Drainage Note:

If there has been insufficient construction as approved by the Drainage Administrator during this 180 days extension, the drainage clearance may be withdrawn. This could result in the order to remove any construction that may adversely impact drainage.

What if my permit has gone beyond the 180 days?

A permit may be renewed within 360 days of the expiration date by visiting the office, completing another application and paying half of the building permit fee. This will renew the permit for another 180 days. If there are no approved inspections during this period, the permit will expire again and can no longer be renewed.

Example #1:

<table>
<thead>
<tr>
<th>Permit issued in January</th>
<th>with no inspection activity</th>
<th>Permit expires in July</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>180 day extension granted in July</td>
<td>with no inspection activity</td>
<td>Permit expires in Jan</td>
</tr>
</tbody>
</table>

Example #2:

<table>
<thead>
<tr>
<th>Permit issued in January</th>
<th>passed inspection in March</th>
<th>Permit expires in Sept</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>180 day extension granted in Sept</td>
<td>with no inspection activity</td>
<td>Permit expires in Mar</td>
</tr>
</tbody>
</table>

Any permit that has been expired for more than 360 days cannot be extended or renewed.

How to Obtain an Extension on a Building Permit

A written request utilizing the Permit Action Form should be received by our office at least two weeks before your permit(s) expires. Please visit our website for forms and information.

Please briefly explain the reason for your request and list all permit numbers associated with the project that need to be granted an extension.

You may address your letter to:

Plan Review Division Mgr
Maricopa Planning & Development
501 N. 44th Street, Suite 200
Phoenix, AZ 85008

OR

via email to pdcustomerservice@mail.maricopa.gov

You should receive written notice of the decision within 7 to 10 days.

Reminder: Be sure to call for building AND drainage inspections before the new expiration date. To schedule, call (602) 506-3692. or go online to https://accela.maricopa.gov/citizenaccessmcoss/