

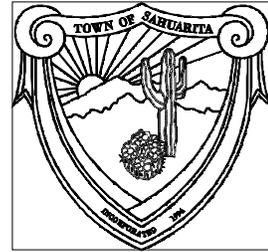
Town of Sahuarita

375 W. Sahuarita Center Way

Sahuarita, Arizona 85629

520-822-8866

<http://www.sahuaritaaz.gov>



Metal Building Submittal Checklist

The following items are required and submittals must be complete before accepted for review.

For current codes and amendments please visit our website at: <http://sahuaritaaz.gov/buildingsafety>.

- Completed Town of Sahuarita Permit Application**
 - Permit application can be found online at <http://sahuaritaaz.gov/buildingsafety>
 - Property owners email address is required
 - Sign and date the application
 - Plan check fee must be paid at time of submittal
- 3 Copies of Site Plan**
 - For all lots that are not mass graded, the following is required:
 - Show grading limits
 - Show total grading square footage of all improvements
 - A Type I Grading Permit is needed if the development envelope is 14,000 square feet or greater. Submit drawings directly to Public Works for grading plan approval.
- 3 Copies of Drawings sealed by an Arizona Registered Architect or Engineer**
 - Floor Plan
 - Elevations
 - Building Sections
 - Foundation Plan
 - Framing Plan
 - Mechanical Plan, if applicable
 - Plumbing Plan, if applicable
 - Electrical Plan, if applicable
 - Fire Sprinkler Plan, Fire Alarm Plan and Hydraulic Calculations, if applicable
- 2 Copies of Structural Calculations sealed by an Arizona Registrant**
- 1 Copy of Soils Report**, if structural calculations reference a soils report
- Town of Sahuarita Sewer Card or Pima County Sewer Card**, depending on sewer provider
 - Required only if connecting to the sewer system
 - Provide septic permit from Pima County Department of Environmental Quality (PDEQ) for new septic systems. If connecting to an existing system, provide documentation from PDEQ to show the system is adequate.
- Copy of Contractor's Bond Certificate if over \$50,000 construction cost**
- Completed Contractor Form**
 - Provide contractor's/subcontractor's license number and Sahuarita business license number
 - Any business doing work in the Town of Sahuarita requires a business license. There is currently no cost for a business license. Please contact the Clerk's office at 520-822-8801 for further assistance.

Note:

- If special inspections are required, the special inspection registrant must be on the Town of Sahuarita's approved list.