

## DO I NEED A PERMIT?

The Town of Sahuarita is committed to providing exceptional services. We aim to ensure the safety and welfare of our residents, businesses, and visitors. Our permitting and inspection requirements play an important role in public safety by ensuring compliance with current, council adopted building standards. These standards are intended to safeguard your safety and our investment from potential risks.

The following is intended to provide homeowners with an overall list of work that may or may not require a permit. The information provided are not exclusive lists of all projects a homeowner might be considering; therefore, we encourage you to call or email our permit office at 520-822-8866 or [buildapps@sahuaritaaz.gov](mailto:buildapps@sahuaritaaz.gov)



### ACCESSORY BUILDING

(STORAGE SHED OR PLAYHOUSE)

- No permit is required for **one-story, detached structures not greater than 200 square feet.**
- A Zoning Clearance is required, please contact the Planning and Zoning Department.



### DEMOLITION WORK

- For demolition work, please log in to the ACA portal and complete a permit application.



### DETACHED RAMADAS/ GAZEBOS

- No permit is required if the structure is **not greater than 200 square feet, has a walking surface of less than 30 inches above grade, and not containing any electrical, mechanical, plumbing, or stairs.** For all other structures, please log in to the ACA portal and complete a permit application.

- A Zoning Clearance is also required, please contact the Planning and Zoning Department.



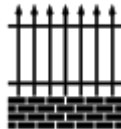
### EXTERIOR REPAIRS TO FINISHES

- Repairs to any portion of the roof sheathing or structural members requires a permit.
- A change to tile roofing from another roofing material required a permit. Please log in the ACA portal and complete a permit application.
- The replacement of roofing material like for like does not require a permit.
- Replacement of underlayment (moisture barrier) only does not require a permit.
- No permit is required for exterior repairs to stucco.



### EVAPORATIVE COOLER REPLACEMENT

- A cooler of the same size/capacity in the same location requires a miscellaneous permit.
- Any upgrades or relocation of the appliance requires a permit with supporting calculations and specifications. Please log in the ACA portal and complete a permit application.



### FENCING AND WALLS

- The need for a permit will depend on the type and height of the proposed fencing.
- The following *do not* require a permit:
  - Masonry walls, wood fencing or chain link fencing that do not exceed **6 feet** high, measured from the lowest grade to the top of wall.
  - Retaining walls that do not exceed **4 feet high**, measured from the bottom of the footing to the top of wall, except when supporting a surcharge or impounding Class I, II, or IIA liquid.
- For all others, please log in to the ACA portal and complete a permit application.
- A Zoning Clearance is also required, please contact the Planning and Zoning Department.



### HEATING AND COOLING REPLACEMENT

- A miscellaneous permit is required, please log into the ACA portal and complete a permit application.



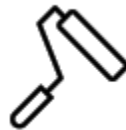
### HOME SECURITY

- A new installation or replacement of home security does not require a permit.



### IRRIGATION

- Repairs or replacement of existing irrigation lines only do not require a permit.



### RESIDENTIAL INTERIOR REPAIRS TO FINISHES

- No permit is required for repair or replacement to painting, papering, flooring, drywall, kitchen cabinets, counter tops & similar finish work.



### SWIMMING POOLS & SPAS

- Prefabricated swimming pools do not require a permit if they are **less than 18 inches deep and are installed entirely above ground.**

- For all other pool and spa installation, please log in to the ACA portal and complete a permit application. You may review the pool checklist before starting your application.



### SWINGS OR PLAYGROUND EQUIPMENT

- Swings or playground equipment used as accessory to a single family or duplex homes do not require a permit.

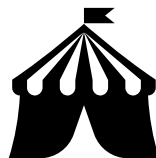


### TEMPORARY CANOPY

(Open on all 4 sides)

Not associated with a special event permit  
or temporary use permit

- If the canopy **does not exceed 900 square feet (30x30)**, a permit is not required. Contact the Fire District for additional fire safety requirements that may apply.
- Any canopy over 900 square feet will need a temporary tent permit and include a safety inspection. Please log in to the ACA portal and complete a permit application.



### TEMPORARY TENT

(Enclosed on 2 or more sides)

Not associated with a special event permit  
or temporary use permit

- If the tent or membrane structure **does not exceed 400 square feet OR 700 square feet if a minimum of two sides are open**, then a permit is not required. Contact the Fire District for additional fire safety requirements that may apply.



## UTILITY RECONNECTION

- Please log in to the ACA portal and complete a permit application. A safety inspection will be conducted, and a clearance will be sent to the utility company.



## WATER HEATER REPLACEMENT

- A miscellaneous permit is required, please log in to the ACA portal and complete a permit application.



## RESIDENTIAL WINDOW REPLACEMENT

- A permit is not required for a like for like window replacement. The new window shall be the same size, type of operation and glass (tempered).
- For altering window replacements that change the size and/or type or operation, please log into the ACA portal and complete a permit application.