



375 W. Sahuarita Center Way
Sahuarita, Arizona 85629
520-822-8866

<http://www.sahuaritaaz.gov>

Demolition Submittal Checklist

TO BE USED FOR – ALL COMMERCIAL AND RESIDENTIAL DEMOLITION– PERMIT APPLICATIONS

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

For current codes and amendments, please visit our website at
<https://sahuaritaaz.gov/789/Building-Codes>

Submit Application Online <https://aca.accela.com/TOS/Default.aspx>

- Create a user profile online, directions on the website
- Complete all information and submit all of the following required documents on the website

Upload the following construction documents in PDF format (only)

- Show existing structure what is to be removed and existing utilities to be capped
- Note the square footage of structure or areas to be removed

Upload Completed and Signed Contractor Form

- Provide contractor's/subcontractor's license number and Sahuarita's business license number (if already obtained). Any business doing work in the Town of Sahuarita requires a business license. There is no cost for a business license, which can be applied at <https://sahuaritaaz.gov/248/Business-Regulatory-Licenses>.
- Please contact the Clerk's office at 520-822-8801 for further assistance.

Note:

- There is no permit fee.
- An inspection is required to verify utilities have been capped off.
- An Air Quality permit may be required. Contact the Pima County Department of Environmental Quality (PDEQ) at <http://webcms.pima.gov/cms/One.aspx?portalId=169&pageId=18477>
- For closure of septic systems, contact PDEQ <http://www.deq.pima.gov/water/septics.html>
- Demolition permits are reported to Pima County Assessors. Please get in touch with them to see how this may affect your property taxes at <http://www.asr.co.pima.az.us/links/contact.aspx>