



CITY OF CASA GRANDE | STRONGER UNITED

510 E. Florence Blvd., Casa Grande, Arizona 85122
(520) 421-8600 | www.CasaGrandeAZ.gov

PLAN REVIEW EXTENSION CONSENT FORM

In accordance with the Arizona Revised Statutes Title 9, Section 835 (ARS 9-835), the state has established requirements for municipalities to process certain licenses or permits within an over-all time frame set and published by the municipality. The City of Casa Grande has published the Over-All Review Timeframes for Building Permits, which are provided on the reverse of this page. The Over-All Review Timeframes are established as including an initial submittal and one resubmittal, each with an administrative completeness review at receipt.

Wherein additional reviews may be necessary to resolve code/policy compliance issues associated with a permit due to extraordinary complex design or having significant compliance issues, some permits may require an additional (third) review.

In accordance with ARS 9-835 (I), I. *By mutual written or electronic agreement, a municipality and an applicant for a license may extend the substantive review time frame and the overall time frame. An extension of the substantive review time frame and the overall time frame may not exceed fifty per cent of the overall time frame.*

Applications formally denied at the second review submission, having completed the Over-All Review Timeframes, are eligible for reapplication to address the code/policy deficiencies that were the basis of the application denial on a one-time extension equal to one-half of the initial Over-All Timeframe. [In accordance with ARS 9-835 (I)]

Where a project is denied after the third review submission's substantive review, the application is not eligible for resubmission for a fourth substantive review and must be resubmitted as a new application.

For more information, please contact the Development Center Staff at (520) 426-8630 or dcpermits2@gmail.com.

In accordance with the summary provided above, and in consideration of ARS Title 9, Section 835:

I, _____ hereby consent to an extension of the published Over-All Review Timeframe for a maximum of _____ additional days. City of Casa Grande Permit No. _____

Applicant

Agreed to by City

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Over-All Review Timeframes for Building Permits ^{1,7,8}

Permit Classification	Administrative Completeness Review ²	Substantive Review Stages ³		
		Review of Initial Submittal ^{4,8}	Review of Resubmittal and Staff Decision to Approve / Deny ^{5,7,8}	Over-all Timeframe ^{6,7,8}
Commercial / Industrial				
New Construction / Major Addition	2	30	30	64
Change of Occupancy / Major Alteration / T.I.	2	20	20	44
Minor Addition / Minor Alteration /Accessory Bldg	2	20	20	44
Deferred Plan Review / Plan Revision	2	15	15	34
Multifamily (IBC designed)				
New Construction	2	30	30	64
Standard Plan	2	30	30	64
Addition / Alteration	2	20	20	44
Deferred Plan Review / Plan Revision	2	15	15	64
Single- or Two-Family Residential (IRC designed)				
New Construction	2	20	20	44
Standard Plan	2	20	20	44
Addition / Alterations	2	20	20	44
Accessory Structures / Pools / Solar / etc.	2	20	20	44
Deferred Plan Review / Plan Revision	2	10	10	24
Manufactured and Park Homes				
Park Home (New or Altered)	2	20	20	44
Manufactured Home – Site Plan Review	2	20	20	44
Manufactured Home – Addition / Alteration	2	20	20	44
Miscellaneous				
Single Trade (MPE Permit)	2	10	10	24
Demolition	2	10	10	24
Fire Department Permits	2	20	20	44
Registered Industrial Plant	2	20	20	44
Change of Occupancy Permit	2	10	10	24
Home Occupation Permit	2	10	10	24
Industrial Waste Discharge	2	20	20	44
Sign	2	20	20	44
Accessory Structure Site Plan Review	2	20	20	44
Temporary Use	2	10	10	24
Promotional Sign / Banner	2	10	10	24
Construction Noise	2	10	10	24

1. All times are maximum timeframes in business days (Mon.-Fri., excluding City Holidays). Shorter review times will be accomplished where possible.
2. Completeness Review timeframes are calculated from date of application submittal to date of acceptance or rejection of the application as administratively complete.
3. Substantive Review timeframes are calculated from date of acceptance of application for Substantive Review, or upon receipt of the submittal of revised plans/reports, to the date of issuance of a comprehensive review letter, or final administrative decision.
4. Review of initial submittal limited to determination of compliance with ordinances, codes, regulations or policy relevant to the specific permit or project application. The review comments on the initial submittal may be amended to address code/policy requirements that City staff failed to include in the first comprehensive review document.
5. Review of resubmittal shall be limited to:
 - a. Addressing 1st review comments that the applicant failed to adequately address in their resubmittal; and/or
 - b. Addressing new review issues arising from modifications the applicant has made to the design and/or technical reports. In this case the City may issue an additional review letter addressing the new design.
6. Over-All Review timeframe is the sum of the Completeness, Initial, and Resubmittal Substantive Review timeframes. The Overall Review Timeframe does not include any time required by the applicant to respond to City review comments.
7. If an applicant makes significant changes, alterations, additions, or amendments to an application that are not in response to the request for corrections, the City may make one additional comprehensive written request for corrections. The review for said request shall not exceed 50% of the substantive review timeframe for the specific permit.
8. The applicant and the City may consent to extend the overall review timeframe for complex submittals or other reasons. Said extension shall not exceed 50% of the over-all time frame.

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