

Commercial Construction Trailer Submittal Checklist

Online Application Information:

Submit applications at www.goodyearaz.gov/development

Service: Building Applications

Request Type: Commercial Miscellaneous

Upload and Submit:

Checked files are the required files to submit with the application.

Files must be in this order and use titles listed, use naming convention provided.

- Submittal Checklist (*this form*)
- Detailed Job Description
- Deferral Request Form (As Applicable)
- Site Plan
- Electrical Plans (when applicable)
- None of the Sheets Include "Preliminary" or "Not for Construction"
- Other: **Registrants seal is not required for any of the plans requested unless the temporary electrical is three phase or over 400 AMPS.**

Naming conventions:

Files should be submitted as single sheet PDFs.

File names should begin with "001" (continue numerically) followed by the title, and then a page number if there are multiple pages. Use the names listed to the left as the title. Please note that subsequent reviews will require the exact same naming conventions.

Example:

001 Submittal Checklist

002 Detailed Job Description

003 Site Plan

For additional information see [Guidance Document](#).

WHEN PROPOSED CONSTRUCTION REQUIRES UTILITY SERVICES TO BE PROVIDED (WATER, SEWER, OR SANITATION), THE FOLLOWING INFORMATION IS REQUIRED.

RESPONSIBLE BILLING PARTY:

Company Name (if applicable): _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Name: _____ Phone Number: _____

Fees Due: \$35 plan review and \$36 issuance and \$35 temp service due at permit issuance

STAFF USE ONLY	
Standard Review Timeframe:	25 Working Days
Department Routing:	<input checked="" type="checkbox"/> Planning <input checked="" type="checkbox"/> Building Safety <input checked="" type="checkbox"/> Development Impact Fees (if meter is included)