Permit No._____

COMMERCIAL FACTORY BUILT BUILDING PERMIT REQUIREMENTS
GILA COUNTY COMMUNITY DEVELOPMENT
BUILDING SAFETY DEPARTMENT

1400 E Ash St (mail only)
745 N Rose Mofford Way, Globe, AZ 85501
Phone: (928)425-3231 Ext. 4224 Fax: (928)425-0829

608 E. Hwy 260 Payson, AZ 85541
Phone: (928)474-9276 Fax: (928)474-0802

This is a list of the information required to submit an application to obtain a permit to install a factory built building for commercial use. This list is intended to aid you in preparing your materials, however, in specific situations, additional information or studies may be required. In such a case, you will be given a supplemental list of requirements.

APPROVED FOUNDATION PLANS NEED TO BE ON SITE FOR INSPECTORS.

	REQ'D	SUBMITTED	APPROVED
DEVELOPMENT PLAN			
SITE PLAN Approved for Zoning & Setbacks			
Owner Name, Mailing Address, Phone Number			
Valuation			
Fees: Plan Review - $50.00 Factory Built Building Permit Fee $4.60/lineal foot per story including systems Construction Trailer $50.00 **New Electric Service Requires An Electric Permit - $50.00** up to 200 AMPS			
(2) sets of Floor/Mfr's Plans, stamped approved by O.M.H. (copy OK) Construction Approval F# _____			
(2) sets of Foundation Plans stamped approved by O.M.H with DFB# _____ (Per OMH 1/23/03: DFB # not necessary for uninhabitable buildings, ie: cell carriers, storage. Foundation Plans supplied/approved by manufacturer are still required) ****WE NEED 1 ORIGINAL SET OF PLANS RED STAMPED****			
Installer's name, license number, address, phone number			
Commercial Contractor Name, License number, Address, Phone Number			
Fire Department Approval (State Fire Marshal if public funded – 602-364-1003) Pine/Strawberry 928-476-4272 Hellsgate Fire District 928-474-3835			
Tax Parcel Number			
Parcel File Researched			
Site Plan (Sign Certification in Office)			
Property Owner Approval (if landowner different from homeowner.)			
Easements OK'd			
Zoning Compliance / Rezoning			
Set-Back Compliance / Variance			
Gila County Wastewater Department Approval 928-474-9276			
Approved Potable Water Supply			
ADA Requirements			
Dark Sky Ordinance provide specs on all exterior lighting fixtures			
ADOT Approval required for ***all*** projects on State Highways including change of tenants. Globe Rick Long 928-402-5608 Payson Matt Huddleston 928-777-5875			
Legal Access (specify if by easement or public road)			
Grading/ROW/Drainage Permit: Globe-Steve Sanders 928-425-3231 Ext 8530 Payson-Jerry Farr 928-474-7118			
Standard Flood Hazard Determination Report / Use Permit Globe - Carlos Ozuna 928-402-8509 Payson – Sine Scott 928-474-7117			
Geo Tech Report for Copper Canyon Ranches			