

**GILA COUNTY COMMUNITY DEVELOPMENT  
RESIDENTIAL CONSTRUCTION PERMIT REQUIREMENTS  
FOR AREAS ZONED “UNCLASSIFIED”**

These are the requirements to obtain a permit for residential construction, as well as for additions or alterations to the same. We use this list in processing your application, but you may also find it useful in preparing your materials. In certain specific situations, additional information or studies may be required. If so you will be given a supplemental list of requirements.

- Assessor Parcel Number**
- Owner name, mailing address, phone number**
- APS** approval for service panel location
- Approval on Floodplain (FPSR, FPUP if needed)**
- Grading Permit/ROW (culvert) Permit/ Drainage Permit**  
Globe 928-425-3231 Ex 8505 Payson 928-474-7118
- Wastewater Current Clearance Letter & Site Plan Stamped**
- Site Plan Drawn to Scale @ 1”=20’ min. on 8 ½”x 11” paper, showing:**
  - Lot lines and dimensions
  - Easements and alleys
  - Location of all proposed and existing buildings on the property
  - Distances between buildings, and from buildings to property lines
  - Fences and other structures, proposed or existing
  - Parking and Driveways
  - North arrow
  - Location of all existing and proposed utilities and meter locations including septic tank, leach field and reserve area, well, water meter, electric meter, U/G piping, propane, tank.
- Site Plan Certification (Notarized if not signed before a Gila County representative)**
- Plans Permit and Inspection required confirming compliance with the following:**
  - Electrical Projects-require floor plan w/ electrical layout, service size & location & inspections**

608 E. Highway 260, Payson, Arizona 85541  
Phone: 928-474-9276 or 800-304-4452 ext 7110 Fax: 928-474-0802  
745 N Rose Mofford Way, Globe, Arizona 85501  
Phone: 928-425-3231 Ext. 4224 or 800-304-4452 ext 4224 Fax: 928-425-0829