



TOWN OF QUARTZSITE

465 North Plymouth Ave • PO Box 2812 • Quartzsite, AZ 85346

(928)927-4333 • Fax (928)927-4400

Arizona Relay Service (928)927-3762 (TDD)

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www.ci.quartzsite.az.us

BUILDING PERMIT APPLICATION



TOWN OF QUARTZSITE

Planning and Zoning Department
P.O. Box 2812 / 465 N. Plymouth Avenue, Quartzsite, AZ 85346
928-927-4414 FAX 928-927-4400

BUILDING APPLICATION

WHERE TO START

Check your deed for restrictions and easements.

Restriction might be: public utility easements, public rights-of-way, and mortgage or tenant rights of approval.

Find out your zoning & set backs.

Zoning districts are very exact about the use to which what may be put on your property. There are also regulations on how close you can build to your property line. Check with your Planning and Zoning Office.

Draw your plot plan.

You can get a copy of a map with your exact property lines from your Planning & Zoning Office. A list of items to be shown on your plot plan is enclosed with your permit application. If you have a homeowners association, you will need an approval signature on the plot plan.

Check for local building codes.

At the present time we use the 2006 International Building Code, 2006 International Residential Code, 2005 National Electrical Code, 2006 International Mechanical Code, 2006 International Plumbing Code, 2006 International Fuel Gas Code and the 2003 International Fire Code. These are available in the Library.

Draw a Foundation Plan.

Show position and size of footings and floor material. Note the thickness of the concrete slab or the size and location of the concrete piers, wood girders and wood beams supporting wood flooring. Draw a section of the foundation showing the relationship between the soil, footing and floor system.

Draw a structural Section.

How the wall frame connects to the foundation, how walls connect to ceilings and the roof, roof slope, size of framing members (rafters, studs, joists, etc.).

Draw an Exterior Elevation.

Two views – front and side, if you are making an addition, please show part of the existing structure.

Draw a Floor Plan

Label rooms (Bedroom, Bathroom, Living Room, etc.), show outlets, sockets, light switches, counters, plumbing fixtures (toilets, sinks, washers, dryers, stoves, showers & bathtubs), locations of doors, windows and ventilation systems.

Check with the Building Department for necessary permits.

Completed Application (s) with **two sets of drawings.**

PLEASE CALL THIS DEPARTMENT 24 HOURS PRIOR TO INSPECTIONS



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Quartzsite, AZ, 85346
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PERMIT # _____

APN _____

BUILDING PERMIT APPLICATION

- Residential Commercial Industrial (check one)
Owner Builder Contractor (check one)

PLAN CHECK FEE
NON-REFUNDABLE

Project/ Site Address
Lot # Subdivision Zoning Parcel Number
Lot Area (sq. ft.) Lot Setbacks: Front Back Side Side

Applicant Are you the renter /lessee of this property?
Mailing Address City State Zip

Property Owner Phone
Mailing Address City State Zip
Property Owner Signature Date

Contractor Contact Name
Mailing Address City State Zip Email
Phone Cell Fax
AZ License # Town of Quartzsite License #

AZ Architect/Engineer Contact Name License #
Mailing Address City State Zip

Occupancy Type: Assembly Business Education Hazardous Utility Factory-Industrial Institutional
Mercantile Residential Storage
Business Type:
Type of Work: New Construction Patio Cover Re-roof Re-model Addition Repair Other
Proposed Construction (Be Explicit)

Construction Type: Wood Masonry Metal Other Project Valuation \$
Building Length Building Width Building Height
Septic Tank Yes No (must have copy of La Paz County Health Department Approval) Well Water Town Water System
Attachments Plot Plan Foundation Plan Structural Section Exterior Elevation Floor Plan

I certify that I have read this application and state that the information is correct. I agree to comply with all Town and County ordinances and State laws relating to building construction, and hereby authorize representatives of this Town to enter upon the above-mentioned property for inspection purposes.
Signature of Applicant: Owner Contractor Agent Date:

ACCEPTANCE OF APPLICATION IS NOT AN APPROVAL TO CONSTRUCT

OFFICE USE ONLY
Zoned Flood Plain Is an Elevation Certificate Required yes no Zoning Approval
Fees: BLDG PLAN CHECK MECH. OTHER TOTAL
Receipt # Amount Date Rec'd
Authorized Town Official Date

I am currently a licensed contractor: Name _____

License No. ROC _____ License Class _____

Signature _____ Title _____

EXEMPTION FROM LICENSING

I AM EXEMPT FROM Arizona Contractors' License laws on the basis of the license exemptions contained in A.R.S. §32-1121A., namely:

- A.R.S. §32-1121A.5 – I am the owner/builder of the property and the property will not be sold or rented for at least one year after completion of this project.
- A.R.S. §32-1121A.6 – I am the owner/developer of this property and I will contract with a licensed general contractor to provide all construction services. All contractors' names and license numbers will be included in all sales documents.
- Other - _____
(Please specify)

I understand that the exemption provided by A.R.S. §32-1121A.14 (the Handyman Exemption) does not apply to any construction project which requires a building permit and/or the total cost of materials and labor are \$750 or more.

I will be using the following licensed contractors on this project;

_____ License No. ROC _____ Class _____
(General Contractor)

_____ License No. ROC _____ Class _____
(Mechanical Contractor)

_____ License No. ROC _____ Class _____
(Electrical Contractor)

_____ License No. ROC _____ Class _____
(Plumbing Contractor)

Signature _____ Date _____

Falsification of information on this document for the purpose of evading State licensing laws is a Class II misdemeanor pursuant to A.R.S. §13-2704.



Planning & Zoning

Detached Structure
Handout



DETACHED STRUCTURE HANDOUT

In order to obtain a building permit, two sets of plans must first be submitted with these requirements:

1. Fill out Residential application for permit forms.
2. Submit plans that are legible and drawn to scale to include the following:
 - A. Site plan
 - B. Foundation plan
 - C. Framing/roof plan
 - D. Floor plan – electrical, plumbing and mechanical
3. Site plan must meet all Zoning requirements.
4. Foundation plan must show size of foundation, all rebar and anchor size and location.
5. Framing plan must show wall framing detail and roof framing detail.
6. Floor plan is to have room dimensions and show all doors and windows. Give sizes, show location of all electrical, plumbing, and mechanical to be installed.

REQUIREMENTS FOR DETACHED GARAGE/STRUCTURE:

1. If electrical is run to the garage, all receptacles shall be GFCI protected and a minimum of 18 inches above the garage floor.
2. If exterior main door is to be installed, the following are required:
 - A. Minimum 3 ft. X 3 ft. landing.
 - B. Outside light and switch.

If you have any questions, please feel free to ask us. We will be happy to assist you.