



<b>CASE NO.</b> _____
<b>Accepted by:</b> _____
<b>Date:</b> _____
<b>Acct #</b> _____
<b>Fees:</b> _____
Staff Use Only

**HOUSE PLANS PLANNING APPLICATION**  
**(Incomplete applications will not be accepted)**

<b>PROJECT INFORMATION (Completed by Applicant)</b>		
<b>Development/Project Name:</b>		
Address/Location:		
Parcel Number(s):	Pre-Application Meeting Date:	Pre-Application File No:
Section:	Planner:	
Township	Gross Area (Acre/sq. ft.):	
Range:	Net Area (Acre/sq. ft.):	Zoning:
<b>APPLICANT INFORMATION (Single point of contact)</b>		
Name:	Company:	
Address:		
City:	State:	Zip Code:
Phone Number:	E-mail address:	
<b>PROPERTY OWNER</b>		
Name:	Company:	
Address:		
City:	State:	Zip Code:
Phone Number:	E-mail address:	
Review times in accordance with <a href="#">SB 1598 Policy</a>		

Signature of Applicant: \_\_\_\_\_ DATE: \_\_\_\_\_

Signature of Property Owner: \_\_\_\_\_ DATE: \_\_\_\_\_

Signature of Project Manager: \_\_\_\_\_ DATE: \_\_\_\_\_

**Development Services Department**  
 11465 W. Civic Center Drive, Avondale, AZ 85323 • Phone (623) 333-4000 • [www.AvondaleAZ.gov/DevelopmentServices](http://www.AvondaleAZ.gov/DevelopmentServices)

Per A.R.S. § 9-495, an employee able to provide additional information is available at 623-333-4000 and [EmailDevelopmentServices@avondaleaz.gov](mailto:EmailDevelopmentServices@avondaleaz.gov). All inquiries will receive a response within five business days. Please refer to the notice located on the last page of this document.

**HOUSE PLANS  
SUBMITTAL CHECKLIST &  
ACKNOWLEDGEMENT**

I acknowledge that the following items are required for the processing of my application with the City of Avondale Development Services Department. I understand that the application will be not accepted without the following items and that the City of Avondale reserves the right to request additional information supplementary to this list:

- Completed application with both the applicant's and owner's original signatures
- Fees: \$765
- Each item on the checklist is to be submitted digitally online
- Other:

\_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_

**HOUSE PLANS**

1. Contact information
2. Final plat reduced to 8 ½"x11" or 11"x17"
3. Floor plans for each house plan
4. Typical plot plans for each floor plan
5. Elevations
  - a. Elevations (all four sides) for each house plan
  - b. Front and rear streetscapes
6. Color packages
  - a. Minimum of six color combinations (include color palette for each)
  - b. Minimum of four tile colors
  - c. Minimum of four tile types
7. Options
  - a. Garage doors (with optional windows)
  - b. Upgrade options which affect exterior architecture
8. Typical landscape plans for private lots

**NOTICE:** By participating in any correspondence, telephone conversation, discussion, meeting, or any other communication with an Avondale employee, you agree and acknowledge that: (1) any information provided in a format other than a formal written determination by the designated Zoning Administrator is preliminary in nature and shall not be relied upon for any purpose by the recipient or any other person or entity; (2) any information provided by an Avondale employee is not the equivalent of a title report or a real estate survey; (3) you are responsible for independently researching and verifying the information; (4) an Avondale employee is not authorized to bind the City of Avondale in any manner, except by formal Zoning Administrator determination; and (4) any error, omission, incorrect information, or false information provided by an Avondale employee shall not give rise to any liability on behalf of the City of Avondale.