



## **Pinal County Development Services Commercial, Industrial, and Multiple Family Specific Site Plan Review Information**

### ***What is a Specific Site Plan?***

A specific site plan is a set of architectural and engineering site plans for any commercial, industrial, multi-family, church or school development.

### ***Why and When is a Specific Site Plan Review required?***

The Specific Site Plan process is the key land development review mechanism for all commercial, industrial, multiple family dwellings, church or school. It helps to ensure compliance with current regulations.

A Specific Site Plan Review is required for all new commercial, industrial, multi-family, church or school development and any change of use. A Site Plan is approved only when its components are in compliance with all zoning and land development requirements. After Site Plan approval, the applicant will still need to obtain a building permit.

### ***What are the first steps to the Site Plan Review process?***

#### **Impact Fees:**

Contact the Impact Fee Coordinator, Kathleen Ball, at (520) 866-6321 or [kathleen.ball@pinalcountyz.gov](mailto:kathleen.ball@pinalcountyz.gov) to discuss your project and determine if it will be subject to Pinal County Impact Fees.

#### **Pre-Application Meeting:**

Submit your completed Pre-Application form, along with eight copies (8 ½" x 11" or 11" x 17") of your site plan, showing individual building sizes and uses. We will schedule a pre-application meeting with Development Services staff to discuss your project. Meetings are held on Wednesday mornings at 9AM, 10AM, or 11AM, depending upon availability. During the meeting you will be able to ask questions regarding your project and receive feedback from staff. **Note:** The more information you provide in advance, the more specific information you will receive.