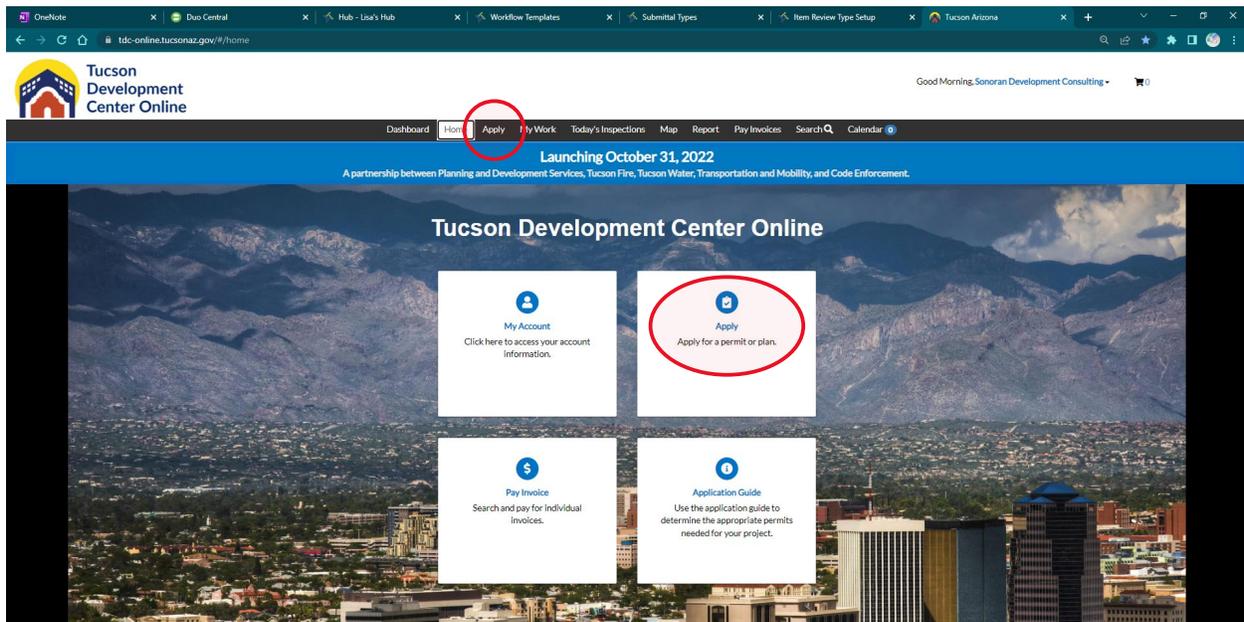


# New Model Plan

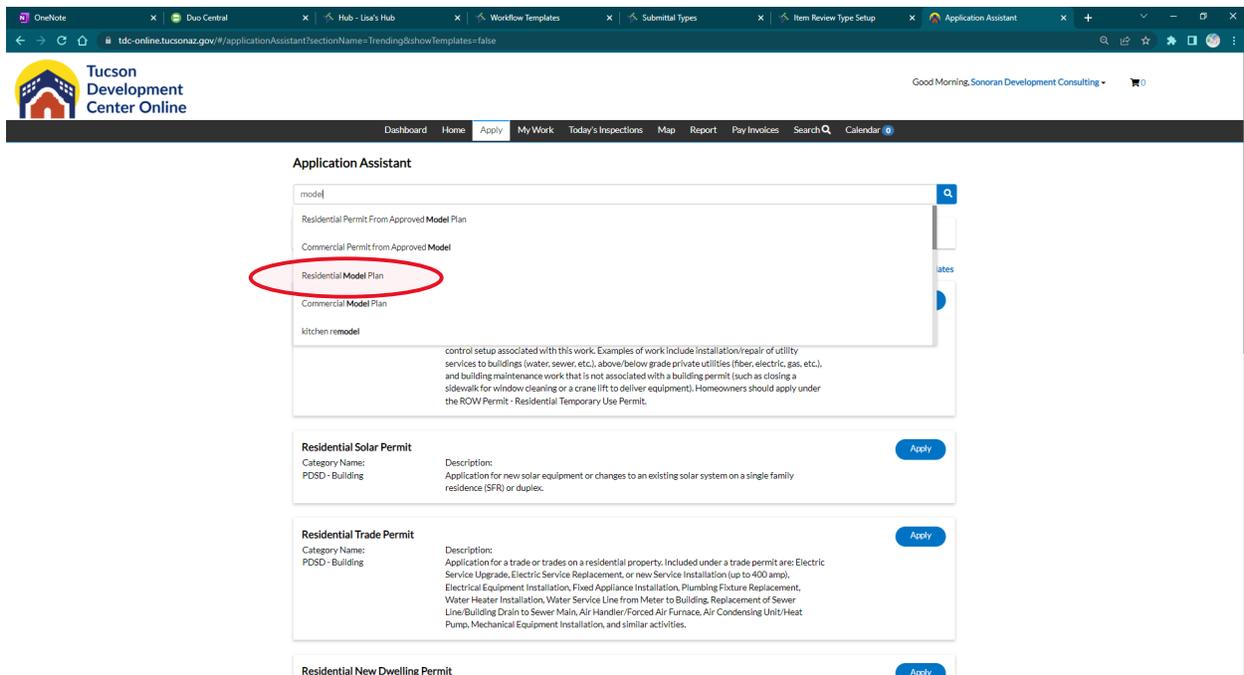


Once you have signed up for an account you will be able to apply for a new permit. From the Home page, select "Apply"



[https://tdc-online.tucsonaz.gov/energov\\_prod/selfservice/tucsonAZProd/#/home](https://tdc-online.tucsonaz.gov/energov_prod/selfservice/tucsonAZProd/#/home)

Type "model" into the search bar and select the option for "Residential Model Plan"



Provide a description of the model and indicate the square footage. Click next.

Apply for Plan - Residential Model Plan REQUIRED

1 Type 2 Contacts 3 More info 4 Attachments 5 Signature 6 Review and Submit

PLAN DETAILS

Please provide a description of this project.

\* Plan Type Residential Model Plan

\* Description SFR

Square Feet 332

Valuation

Create Template Save Draft Next

You will automatically be added as the applicant (if you selected other options when you set up your account you will be noted in those roles as well) In this case I am adding Celina from KB Homes as if I am applying for this model plan on her behalf. I selected the type from the drop-down list and searched for her name.

Add Contact As Contractor

Search Enter Manually My Favorites

Search crodriguez

Sort Relevance

Favorite	First Name	Last Name	Address	Company	Email	Action
☆		CRODRIGUEZ		CRODRIGUEZ	CRODRIGUEZ@KBHOMEL.COM	Add
☆				crodriguez.tucson	crodriguez.tucson@gmail.com	Add

Results per page 10 1 - 2 of 2 << < 1 > >>

Back Create Template

Complete all the fields, make sure you are completing the required fields which are noted with a red asterisk.

**Apply for Plan - Residential Model Plan** \*REQUIRED

Progress: 1 Type, 2 Contacts, 3 More Info, 4 Attachments, 5 Signature, 6 Review and Submit

**MORE INFO**

Please provide the following information regarding your project. Required information is denoted by a red asterisk \* and will have to be filled out to move forward and submit the application.

**Project Scope** [Next Section](#) | [Top](#) | [Main Menu](#)

Building Height (feet and inches in decimal form)

Total # of Levels Above Ground

Total # of Levels Below Ground

Underground Utilities

Will work impact the right-of-way? (Any level of ground or overhead impact to vehicular or pedestrian traffic on/around roads, sidewalks, driveways, alleys, parking areas, transit stops or intersections, including barricades, temporary driveways, stage equipment, etc.)

Inside the Right-of-Way

Will project require public utility connections?  
 None  
 Electric

Once you have completed all the fields click “Next” at the bottom right of the screen

Type of Residential Unit: Primary Dwelling Unit

Has this plan been approved by a jurisdiction that has an IGA with the City of Tucson?

\*Name of Subdivision

Case Number

Number of Elevations

Model Plan Name

**Fee Assessments** [Previous Section](#) | [Top](#) | [Main Menu](#)

Was Work Done without a Permit?

Third Party Review

Review Agency

Residential Phased Project  
 Phase 1 - Foundation  
 Phase 2 - Completion

[Back](#) [Create Template](#) [Save Draft](#) [Next](#)

Add your files. "Construction Plans" is your plot plan/site plan. There are options for the Special Inspection Cert (SIC) and wastewater receipt. You will need to add each file individually.

Apply for Plan - Residential Model Plan \*REQUIRED

✓ Type ✓ Contacts ✓ More Info 4 Attachments 5 Signature 6 Review and Submit

**Attachments**

Please upload any required documents you see below. If you do not have required documents but have documentation to submit, choose the proper document option from the drop-down box that best fits the type of document. Choose Additional/Supporting Documentation if nothing matches.



**Construction Plans**

Construction Plans.pdf  
Size: 384.8 KB

Remove



**Special Inspection Certificate**

SI Cert.pdf  
Size: 71.97 KB

Remove



**Wastewater Receipts**

RWRD Receipt.pdf  
Size: 28.19 KB

Remove

Select Type ▼

Add Attachment

+

Supported: .pdf, .jpg, .jpeg

Back
Create Template
Save Draft
Next

Select next at the bottom right and proceed to the signature page. Once you have entered your signature you will see a summary of your submittal before you submit.

Apply for Plan - Residential Model Plan \*REQUIRED

✓ Type ✓ Contacts ✓ More Info ✓ Attachments ✓ Signature 6 Review and Submit

Submit

---

**Basic Info**

Type	Residential Model Plan
Description	SFR
Square Feet	3320
Valuation	
Applied Date	10/29/2022

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**Contacts**

Applicant	Lisa Bowers Sonoran Development Consulting 149 N Stone Ave 3rd Floor , Tucson, AZ, , 85701
Contractor	cmrodriguez

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**More Info**

Project Scope		
Building Height (feet and inches in decimal form)	15	<a href="#">Next Section</a>   <a href="#">Top</a>   <a href="#">Main Menu</a>

If you notice any errors that you need to correct before submitting use the “Back” button at the bottom of the screen. If you use the back button on your browser, it will take you all the way back to the beginning and you will need to start all over again.

Unsure

Type of Residential Unit Primary Dwelling Unit

Has this plan been approved by a jurisdiction that has an IGA with the City of Tucson?  
Yes

Name of Subdivision Bella Tierra

Case Number

Number of Elevations 3

Model Plan Name BT

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Fee Assessments [Previous Section](#) | [Top](#) | [Main Menu](#)

Was Work Done without a Permit?

Third Party Review No

Review Agency

Residential Phased Project

Phase 1 - Foundation

Phase 2 - Completion

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Attachments

Construction Plans	Construction Plans_v1.pdf
Special Inspection Certificate	SI Cert_v1.pdf
Wastewater Receipts	RWRD Receipt_v1.pdf

Once you submit the system will assign you a Model Plan Number beginning in “TC-MOD-...”. You can follow the progress of the reviews on your TDC-Online page.