



1. Design Your Project

Consult with an architect or engineer to ensure your project is compliant with the applicable zoning and building codes. Review information about different permit types to identify the type of permit you need.

2. Compile the Documents

Review the residential or commercial checklist to ensure you have all the required materials (e.g. site plan or building plans). Consult with external agencies (e.g. Pima County or HOA) to satisfy prerequisites that may affect your project.

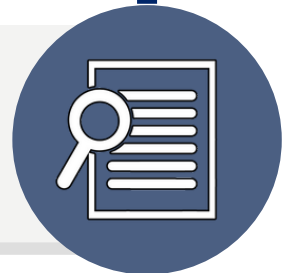


3. Submit Your Application Online

Register and apply for a permit at tdc-online.tucsonaz.gov. Upload required documents as prompted. Review checklists thoroughly. PDSD will intake your application, which you can track via the TDC portal.

4. Plan Review

Staff will review plans for code compliance and project-specific regulations. Based on their assessments, reviewers will provide comments to be addressed or give approval. Plans may need to be resubmitted depending on review.



Payment and Permit Issuance

Staff will provide an invoice documenting the fees owed, at which time you may pay permit fees online. Once your plans are approved and stamped by staff, a permit is issued and you can proceed to construction.

6. Inspections

Once your permit is issued by the City of Tucson, you can schedule any inspections required for your permit type through TDC Online.



7. Permit Closed

After passing inspections, meeting conditions, and submitting all documents, the permit closes. A Certificate of Occupancy (if applicable) or Letter of Completion is then issued.