



City Code Section 23-14 (h) authorizes issuance of permits for extended construction work hours if there is an emergency condition or if the public peace and quiet will not be unreasonably disturbed. A permit is required for any work performed on Saturdays or Sundays throughout the year, for work on weekdays **before 7:00 a.m. or after 7:00 p.m. from October 1 through April 30**, or for work on weekdays **before 6 a.m. or after 7:00 p.m. from May 1 through September 30**.

CONDITIONS OF APPROVAL

If application is approved, the following conditions must be met:

- A. Construction traffic is limited to major streets. Use of residential neighborhood streets is prohibited.
- B. Maximum practical distance shall be maintained between residences and work sites.
- C. If a term longer than 30 days is required to complete work, the applicant may request renewal of this permit.
- D. This permit may be immediately revoked if unresolved complaints are brought to the attention of the Development Services Department.
- E. Special Conditions: _____

APPLICATION FOR EXTENDED CONSTRUCTION WORK HOURS
Complete Items 1 through 4

1. PROJECT DEVELOPMENT ACTIVITY

Project Name _____
Project Location
Address _____
Name of On-Site
Job Superintendent _____

Phone _____

Extension Requested For:

Date From _____ Date To _____
Day(s) of Week _____
Time(s) of Day _____

2. APPLICANT INFORMATION

Name _____
Firm/
Organization _____

Address _____

Phone _____ FAX _____

Email _____
**Applicant's
Signature** _____

Date _____

3. RATIONALE: PLEASE ATTACH A WRITTEN RATIONALE FOR REQUESTING AN EXTENDED HOURS PERMIT.
Note: All requests for projects located in or near a residential area must be accompanied by a site plan showing proximity to residents. An approved haul plan and a permit are prerequisites for extended hauling hours.

4. FEES: Original - \$300 (up to 30 days) Renewal - \$150 (up to 30 days)

FOR STAFF USE ONLY

Approved Approved w/ modifications Denied **Ext Hrs Permit Number** EXTH _____ EXTR _____

Date, Day(s) of Week, Hours _____

Authorizing Signature _____ Phone _____ Date _____

Fee Collected \$ _____ Date Paid _____ Receipt # _____

Project Info: Project # _____ Permit Type/# _____ Qtr Section _____

cc: City Council District _____ Police Patrol Division _____ Other _____

**Applications will be accepted at 200 West Washington, 2nd Floor,
or they may be faxed to the attention of Extended Hours Permit Coordinator at (602) 534-3274**

This publication can be made available in alternate formats (Braille, large print, computer diskette, or audiotape) upon request. Contact the Development Services Department at (602) 262-7811 voice or (602) 534-5500 TTY.

Extended Construction Work Hours Permit Information Sheet

A permit is required for any work performed on Saturdays or Sundays throughout the year, for work on weekdays **before 7:00 a.m. or after 7:00 p.m. from October 1 through April 30**, or for work on weekdays **before 6 a.m. or after 7:00 p.m. from May 1 through September 30**.

1. Obtain an Extended Hours Construction Permit application form from the Development Services Department, 200 West Washington, 2nd Floor, Plan Review Reception Area (west side of the 2nd floor). A fillable pdf form may also be obtained on-line at <http://phoenix.gov/DEVPRO/extendhrs.pdf>.
2. Fill out the application requesting the dates and times you would like to work outside the permissible hours.
3. Provide a reason the work must be done outside the allowable times. Please be specific as this rationale is part of the criteria used to evaluate your request.
4. Your application will be reviewed by a member of the Project Coordination Team. The project coordinator researches whether the location is near a residential development, and whether neighborhood complaints have been received by the Development Services Department or another city department.
5. One of three actions will occur in response to your application.
 - The extended hours permit application may be approved as it is requested.
 - The application may be approved with a modified schedule.
 - The application may be denied.A response to your request is typically made within two (2) working days of receiving the application. **If you are near occupied residences, please allow additional time for research.** Moreover, you may be required to create and distribute flyers with contact information before obtaining your permit. A template containing required information is available on the 2nd Floor or by calling the phone number below.
6. After your application has been reviewed, researched and action taken, you will be called. If a permit is granted, you may obtain and pay for your permit at City Hall, Development Services Department Plan Review Reception Office, 200 West Washington, 2nd Floor.
7. A new permit is valid for a maximum of 30 days. The fee for the first permit is \$300. An application for renewal may be made following the same process if a renewal application is submitted **prior to expiration** of the existing permit. The renewal fee is \$150, also for a maximum of 30 days. If your permit has expired, the permit fee will be \$300.
8. Flyers are required for concrete pours or any other construction work which will disturb the public peace and quiet in or near a residential area. The flyer must contain the following information:
 - Work hours
 - Date of the pour(s)
 - Name and number of a contact person who will be on-site and available to discuss complaints at the time of the construction activity.A template is available detailing required information at City Hall, Development Services Department Commercial Reception Office, 200 West Washington, 2nd Floor. One can also be Emailed to you.
9. Subcontractors requesting to work outside the permissible hours must submit a letter of consent from the developer with the application.

Questions may be directed to the Development Services Department at (602) 534-5482.