



Project Name: _____ Address: _____

Residential Plan Development Review (RPDR) Site Submittal: Is a standalone submission focused solely on site planning and zoning compliance for individual residential lots. It allows you to get zoning clearance early, which can be helpful for feasibility studies, land acquisition or early design decisions.

Site Planning approval is required for residential projects. Typically, this can be done concurrently with the building plan review. However, in instances where Site Planning approval is requested prior to submittal of building plans or self-certified plans, a Residential Plan Development Review (RPDR) submittal is available.

This checklist serves to outline the requirements for all RPDR submittals. This can be used concurrently with the Single-Family Design Review Checklist but can also be utilized for residential projects where Single Family Design Review is not required.

For related fees please see the [PDD Fee Schedule](#).> Building Safety Plan Review Fees > Single Family Design Review

Fee code: **BSDESREV**

SUBMITTAL INSTRUCTIONS:

- Apply online through Electronic Plan Review ([EPR/Projectdox](#)) system as a SITE submittal.
- Any questions during the submittal process can be directed to the EPR Support Staff: 602-534-5933 or epr.support@phoenix.gov

PLOT PLAN

- Address of the property.
- Scope of work.
- Property lines drawn to scale, labeled and dimensioned.
- Rights-of-way (including alleys if applicable) and easements labeled and dimensioned.
- Setbacks drawn, labeled and dimensioned.
- North arrow and scale (suggested scale 1"=20')
- Location of existing and proposed structures including fencing if applicable
- Project Data with the following listed:
 - Net Lot Area
 - Total number of primary dwelling units and/or Accessory Dwelling Units (ADUs) (if applicable)
 - Existing Building Area Under Roof (if applicable)
 - Proposed Building Area Under Roof
 - Proposed Total Building Area Under Roof
 - Proposed Total [Gross Building Area](#)
 - Proposed Total Lot Coverage (Proposed Total Building Area Under Roof ÷ Net Lot Area)
 - Standard Plan Number (if applicable)

FLOOR PLAN

- Label all existing and proposed room uses
- Label covered patios and porches
- Show locations of all [cooking facilities](#)
- Show windows and doors
- Provide written and graphic scale

ELEVATIONS

- Height Labeled
Note: Height is measured from the finished grade level (not finished floor) to the highest level of the roof surface of flat roofs or to the mean height between eaves and ridge of gable, gambrel or hip roofs.
- Color and Materials Proposed
- Provide written and graphic scale

For more information or for a copy of this publication in an alternate format, contact Planning & Development at (602) 262-7811 voice or TTY use 7-1-1.