



To request a plan review extension, complete the information below and submit the application to the Plan Review Section Secretary III on the second floor of Phoenix City Hall. Applications can also be faxed to (602) 732-2414.

Plan review extensions are valid for no more than 180 days. *Approved extensions will be assessed an extension fee pursuant to Appendix A.2 of the Phoenix City Code.*

Date: _____ Plan Review Number: _____

Site Address: _____

Applicant: _____

Applicant Signature: _____

Telephone: _____ Fax: _____

Email: _____

Reason for Request:

----- **Staff Use Only** -----

Staff Decision: Approved Denied

Review Expires: _____ Extended To: _____

Authorized Signature: _____ Date: _____

- Fee Codes: (Based on current fee schedule)
- COMPLNEXT** – Commercial Building Safety Plan Review Extension Fee
 - RESPLNEXT** – Residential Building Safety Plan Review Extension Fee
 - PEPREXT*** – Civil Plan Review Extension Fee