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With some projects, technical issues need to be resolved early in the development process to confirm viability of a project as well as to quickly obtain a building permit. Given these circumstances, it may be desirable for property owners and tenants to request concurrent reviews of site, civil and building plans with pending zoning actions, such as a use permit or variance requests. Proceeding concurrently could adversely impact the project and result in non-refundable fee payments, time delays, plan re-design, and other issues. However, many customers choose to assume these risks.

The Affidavit of Acknowledgment of Assumed Risk formally records this assumption of risk. Planning and Development Department (PDD) staff should obtain an executed copy of this document prior to authorizing concurrent plan review beyond the department's current operating procedures. The affidavit form is a separate document which can be found in the TRT document folder.

Please note that this process is not available for projects seeking a rezoning of the property.

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