

Residential Floodplain Clearances

We are no longer processing Residential Permits via email submission, instead:

Floodplain Management Residential clearances are now being processed via Planning and Development SHAPE PHX (phoenix.gov).

Once you have created an account with Planning and Development SHAPE PHX (phoenix.gov), please make sure to upload the following documents:

1. The Floodplain Clearance Form with the first page filled in and signed by the owner. The second page of the clearance should be filled in by Planning and Development. Please contact @PDD Residential Building
2. The cost estimate from Planning and Development. Please contact @PDD Residential Building
3. Project Plans.
- 4 Provide us with a cost estimate from your general contractor. This can be the signed contract or Invoice.

Applications with missing documents will result in a "Corrections Required" review, meaning that your project cannot be reviewed until all documents have been submitted. If you have any questions on how to submit to Shape PHX, please contact Planning and Development at 602-262-7811. For online resources on how to submit to Shape PHX please visit Planning and Development SHAPE PHX (phoenix.gov).

Please note:

If you don't submit all of the required items above, we will not put the project in our review queue. We will wait a maximum of 5 days for any outstanding submittal paperwork to be provided to us. If we do not receive a complete submittal within 5 days, your submittal will be marked as incomplete, and you will need to resubmit when you have the required paperwork.

Review submittals can typically expect to have a 6-week turnaround time depending on the current workload.