



The Planning and Development Department may waive or reduce the additional non-permitted construction fees required by Section 114 of the Phoenix Building Construction Code (PBCC) Administrative Provisions when it can be demonstrated that the non-permitted construction was completed by a previous owner or if the non-permitted construction is removed and the property is restored to its original condition.

Requested by: _____

Project Address: _____

Requestor's Contact Phone Number: _____ Email: _____

CINV/RINV/CITA Identifying Number: _____

Please check one:

- I was not the owner at the time of the non-permitted construction (Provide copy of current deed)
- I was the owner and will remove the non-permitted construction
- Permit application received within specified time frame, only INVEST fees apply.

Requestor's Signature

Date

Return Requests via:

U.S. Mail:

City of Phoenix
Planning and Development Department
Financial Services
200 West Washington Street, 3rd Floor
Phoenix, AZ 85003

In Person:

City of Phoenix
Planning and Development Department
Payments and Submittal Counter
200 West Washington Street, 2nd Floor
Phoenix, AZ 85003

By Fax: 602-534-4563

Email: payments.submittals@phoenix.gov

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

Date Received by Staff: _____ Associated Permit Number: _____

Staff Recommendations: Approved Denied

Planning and Development Manager's Designee

Date

If approved, circle applicable fee code and provide the amount waived.

Investigation Fee:	CITARINV*	CITACINV*	\$ _____
Job Meeting Fee:	CITARMTG*	CITACMTG*	\$ _____
Double Permit Fee:	CITARPMT*	CITACPMT*	\$ _____

TOTAL AMOUNT WAIVED: \$ _____

TOTAL DUE: \$ _____

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.