

## Town of Sahuarita

375 W. Sahuarita Center Way  
Sahuarita, Arizona 85629  
520-822-8866  
<http://www.sahuaritaaz.gov>



## Utility Submittal Checklist (Electric, Gas, Plumbing)

The following items are required and submittals must be complete before accepted for review.

For current codes and amendments please visit our website at: <http://sahuaritaaz.gov/buildingsafety>.

- ❑ **Town of Sahuarita Permit Application**
  - ❑ Permits can be applied for online at <http://sahuaritaaz.gov/buildingsafety>
  - ❑ Submittal documents may be uploaded to your portal
  - ❑ Property owners email address is required
  - ❑ Sign digitally or hand sign and scan to upload pdf and date the contractor form
  - ❑ Plan check fee must be paid at time of submittal
- ❑ **Upload PDF Documents only**
  - ❑ Site Plan - show layout of new exterior utilities and connection to existing utilities
  - ❑ Floor Plan - show layout of new interior utilities and connection to existing utilities
- ❑ **Upload Specifications and Listing of Appliances**, if applicable
- ❑ **Completed Contractor Form**
  - ❑ Provide contractor's/subcontractor's license number and Sahuarita business license number
  - ❑ Any business doing work in the Town of Sahuarita requires a business license. There is currently no cost for a business license. Please contact the Clerk's office at 520-822-8801 for further assistance.

### Note:

- Plumbing: provide appliance location and the pipe size & type of material, burial depth, backflow prevention devices.
- Gas: provide appliance location with the pipe size and material, pipe length to each new and existing appliance, total developed pipe length, BTU's for each new and existing appliance and total BTU output, burial depth.
- Electrical: provide appliance/receptacle/light location and the wire size and material, circuit breaker numbers and amps, existing panel schedule (new breakers must match existing panel manufacturer), GFCI, AFCI, burial depth.
- Any future appliances need to be shown that affect the layout or design of the utilities.
- The Town of Sahuarita is participating in a regional program for replacement of 'like-for-like' water heaters and mechanical units. A certified contractor certifies that the installation is done properly. For more information and to find a certified contractor, go to the following website <https://ezpermitting.org>.