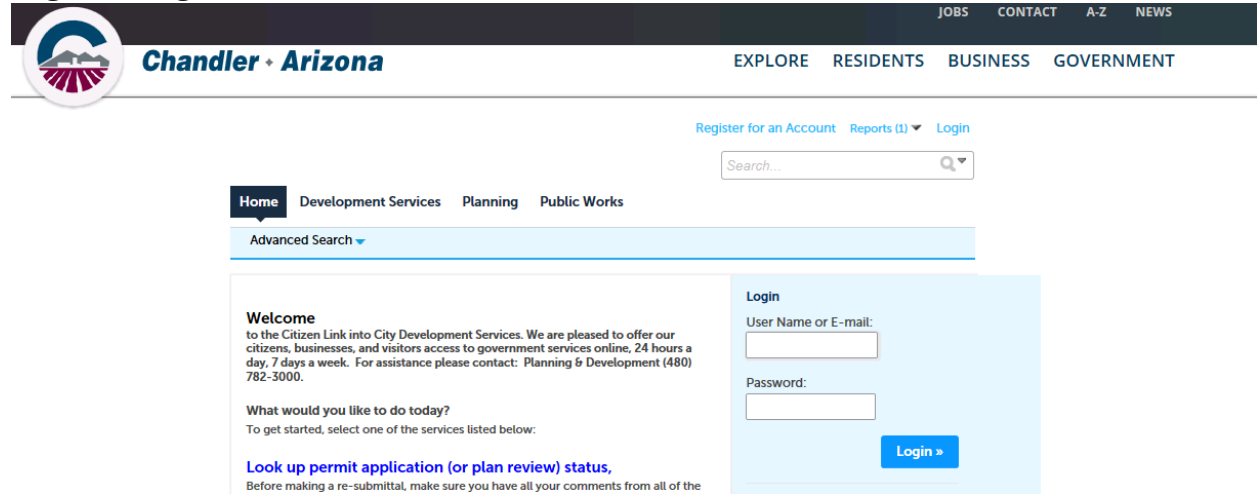


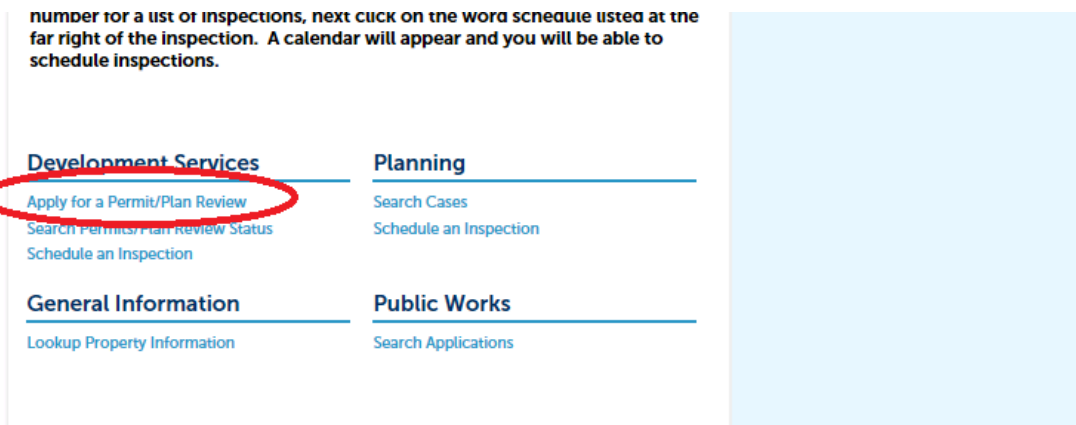
Go to: <https://chandleraz.gov/clics/>

Log in or register for an account:



The screenshot shows the Chandler Arizona website homepage. At the top, there is a navigation bar with links for JOBS, CONTACT, A-Z, and NEWS. Below this is a secondary navigation bar with links for EXPLORE, RESIDENTS, BUSINESS, and GOVERNMENT. The main content area features a search bar, a navigation menu with 'Home', 'Development Services', 'Planning', and 'Public Works', and an 'Advanced Search' dropdown. A 'Welcome' message is displayed, along with a 'Login' form containing fields for 'User Name or E-mail' and 'Password', and a 'Login >' button. A 'Register for an Account' link is also visible.

Click on "Apply for a Permit/Plan Review:"



The screenshot shows a menu of services. The 'Development Services' section is highlighted with a red circle. The menu items are:

- Development Services**
 - Apply for a Permit/Plan Review
 - Search Permits/Plan Review Status
 - Schedule an Inspection
- Planning**
 - Search Cases
 - Schedule an Inspection
- General Information**
 - Lookup Property Information
- Public Works**
 - Search Applications

To ensure plans are accepted, applicants are highly encouraged to read the requirements for an electronic application.

Online Application

Welcome to City's Online Permitting System. Using this system you can create a permit, schedule inspections, and track the status of your application, 24-hours a day, 7 days a week.

Please "Allow Pop-ups from This Site" before proceeding.

[Click here for Electronic Submittal Requirements](#)

Building Permits

Use this option for the construction of buildings in the following areas:

- Fire resistance, life safety & means of egress
- Fire suppression system
- Structural system
- Barrier free accessibility
- Mechanical, plumbing, electrical systems
- Energy conservation

Next, please read the disclaimer and click “Continue Application:”

dancers, inflatable figures, and streamers. Click on the following link to view a summary of regulations. [Sign Submittal Requirements](#)

General Disclaimer

While the Agency attempts to keep its Web information accurate and timely, the Agency neither warrants nor makes representations as to the functionality or condition of this Web site, its suitability for use, freedom from interruptions or from computer virus, or non-infringement of proprietary rights. Web materials have been compiled from a variety of sources and are subject to change without notice from the Agency as a result of updates and corrections.

I have read and accepted the above terms.

Continue Application »

Select Encroachment Permit then click “Continue Application:”

Select a Record Type

Choose one of the following available permit or plan review types. For assistance or to apply for a permit type not listed below please contact us at (480)782-3000. Please REGISTER FOR AN ACCOUNT prior to printing your permit. The Temporary Sign Permit must be displayed on dates listed on Permit. Failure to enter ALL dates INDIVIDUALLY invalidates the Permit.

▼ **Development Services**

Building Permit

▼ **Civil/Engineering**

Civil Plan Review

Encroachment Permit

Plat Review

▼ **Signs**

Temporary Sign Permit

Continue Application »

Input the Project Name and Project Description information, then click “Continue Application:”

Step 1: Application Info/Location > Application Information

* indicates a required field.

Detail Information

* Project Name:

Utility Company Example

* Cross Streets / Public Works Information

Frye Rd & McQueen Rd

* Detailed Description:

Install 123' of 2-2" conduits.

Continue Application >

Save and resume later

Next, enter the address for the work is occurring. For work in the right-of-way that is not associated with a specific project location or address utilize the closest address to the project or for annual blanket permits utilize 0 E Permit PL:

Apply for a Permit/Plan Review Search Permits/Plan Review Status Schedule an Inspection

* indicates a required field.

Encroachment Permit

1 Application Info/Location	2 Applicant/Conta...	3 Additional Information	4 Documents	5 _____
-----------------------------	----------------------	--------------------------	-------------	---------

Step 1: Application Info/Location > Location

Address

Street No.: ?

Street Type:

City:

Zip:

Full Address Start

Full Address End

Start Cross Street

Permit No.:

Help

Enter the Address where the project/permit/sign will be displayed. After you type in the Street Number and the Street Name, Click the Search Button at the end of the section and the rest of the address will auto-populate. Next Click Continue Application.

If you do not have an address enter 0 E PERMIT PL, Click Search. The Parcel Number section will auto-populate.

?

Save and resume later

Less is better when it comes to this search screen as this search will only find official addresses already registered in the system. In this example only the Street Number and the first letter of the Street Name have been entered:

Address

an Inspec

* indicates a required field.

Street No.: Direction: Street Name:

Street Type: Unit Type: Unit No.:

City: State:

Zip:

Full Address Start

Full Address End

Start Cross Street

End Cross Street

Address Type

Result example:

Address Search Result List

Addresses

Showing 1-4 of 4

	Address	City	State	Zip
<input type="radio"/>	1223 N WINDMILLS BL, ELECTR, Chandler AZ 85226	Chandler	AZ	85226
<input type="radio"/>	1223 N WINDMILLS, ELECTRIC METER, Chandler AZ 85226	Chandler	AZ	85226
<input type="radio"/>	1223 W WEATHERBY WY, SINGLE, Chandler AZ 85286	Chandler	AZ	85286
<input type="radio"/>	1223 W WISTERIA DR, SINGLE, Chandler AZ 85248	Chandler	AZ	85248

Selecting a location will automatically populate other fields:

Address Search Result List

Showing 1-4 of 4

	Address	City	State	Zip
<input type="radio"/>	1223 N WINDMILLS BL, ELECTR, Chandler AZ 85226	Chandler	AZ	85226
<input type="radio"/>	1223 N WINDMILLS, ELECTRIC METER, Chandler AZ 85226	Chandler	AZ	85226
<input checked="" type="radio"/>	1223 W WEATHERBY WY, SINGLE, Chandler AZ 85286	Chandler	AZ	85286
<input type="radio"/>	1223 W WISTERIA DR, SINGLE, Chandler AZ 85248	Chandler	AZ	85248

Associated Parcels

Showing 1-1 of 1

	Parcel Number	Lot	Block	Subdivision
<input checked="" type="radio"/>	30376857	61		COMANCHE HEIGHTS

Associated Owners

Showing 1-1 of 1

	Name	Address
<input checked="" type="radio"/>	ALKA Ū NEEL FAMILY REVOCABLE LIVING TRUST	440 S JAMES PL CHANDLER AZ 85248

Select

Cancel

Next scroll down and click "Continue Application:"

City: State: Zip: Country:

Phone:

E-mail:

Input Applicant Information by selecting, "Select from Account" or create a new applicant by selecting "Add New." Then click "Continue Application:"

Step 2: Applicant/Contacts > Applicant

* indicates a required field.

Applicant

To add new contacts, click the Select from Account or Add New button. To edit a contact, click the Edit link.

Select permit class type:

Encroachment Permit

1 Application Info/Location	2 Applicant/Conta...	3 Additional Information	4 Documents	5 Review	6	7
-----------------------------	----------------------	--------------------------	-------------	----------	---	---

Step 3: Additional Information > Additional Information

* indicates a required field.

Application Information

GENERAL

* Permit Class Type:

?

--Select--

- Class 4
- Class 5
- Class 6
- Class 7
- Class 8
- Class 8 - Backflow Only
- Small Wireless Facility

Expiration:

PAVING FEE QUANTITIES

Pave Public ROW SY:

Pave Private Streets or Drives SY:

Pave Parking Areas SY:

Class Type help can be found by clicking on the "?" to the left of the dropdown:

Application Information

GENERAL

* Permit Class Type:



Help

Permit Type Selections: *Class 4 - telecommunication provider only *Class 5 - fiber optic, interstate services and other communication facilities provider *Class 6 - cable television *Class 7 - non-City owned utilities (i.e. southwest gas, SRP, APS) *Class 8 - all other projects

Expiration:

PAVING FEE QUANTITIES

Pave Public ROW SY:

Next, enter ALL of the quantities for any and all work being performed in the right-of-way or in a utility easement. For a permit application to be considered complete, **ALL construction and restoration quantities must be entered**. Permits without quantities will not be accepted. Please pay attention to the units; some are in feet and others are in yards for example:

PAVING FEE QUANTITIES

Pave Public ROW SY:

Concrete Drive or Alley Entrance EA:

Concrete Curb and Gutter LF:

Concrete Sidewalk SQFT:

UTILITY FEE QUANTITIES

Utility Trenching in ROW or Easement LF:

Utility Boring - Local Street LF:

Utility Boring - Arterial or Collector LF:

Utility Pavement Cut SY:

Utility Service Drop EA:

Utility Street Light Pole EA:

Utility Vault EA:

Utility Pit SQFT:

For long bores where the number of bore pits is not yet known or relief pits are going to be needed City staff will estimate a 2' wide by 4' long bore/relief pit for every 500' of boring unless those pits are shown on the plans.

Please note that **ALL QUANTITIES ARE REQUIRED for the City of Chandler to be able to account for all work within the right-of-way and utility easements. So, even if a company has a franchise agreement that covers the payment of fees through another avenue such as a percentage of gross revenues all quantities must still be included.**

After ALL quantities are input, click "Continue Application".

Next, upload project plans and any additional documents as applicable. Additional documents might be Encroachment Permit Application Supplemental Forms, Photos of the site - to include at least 3 angles with a cone showing where equipment is going, Letters of Authorization, Utility Pole Attachment Clearances, Geotech Reports, Structural Calculation, Title Work, etcetera.:

Attachment

Please reference the electronic submittal requirements before adding documents.

Click Here:

http://www.chandleraz.gov/content/Aca_CivilElectronicSubReq.pdf

The maximum file size allowed is 99 MB.

hmi;hnm;mh;mhmi;tif;tif;pcx;exe;com;bat;plf;scr;dll;f;gz;bz;zo;z;rar;lha;arj;arc;zoo;sit;swf;vb;vbe;vbs;chm;hip;inf;isp;lnk;msc;mst;msp;reg;shb;shs;wsc;wsf;wsh;cab;xml;doim;odb;odf;odg;odm;odp;ods;c

Name	Type	Description	Document Status	Action	Latest Update	Size
No records found.						

Add

Continue Application »

Save and resume later

Please note that only the work shown on the plan set is what is being permitted. For example, if the project includes an underground conduit portion and an aerial cable portion and that aerial portion is not included on the project plan set then that scope of work has not been permitted and the permittee could be subject to penalty fees or possibly permit revocations for performing work without a permit.

After all documents are uploaded, click "Continue Application."

Next, review the application, then please read and acknowledge the authorized agent, click "Continue Application." Otherwise, please contact the authorized agent and have them submit the permit application:

I certify that I am an authorized agent or owner of the subject property; that I have read and understand the instructions that accompany this application; that statements made as part of this application are true, complete and correct to the best of my knowledge; and that no material information has been omitted. By checking the box below, I understand and agree that I am electronically signing and filing this application.

By checking this box, I agree to the above certification.

Date:

Continue Application »

Save and resume later

Finally, applicants should receive confirmation that a permit application was received and a record number was issued. The record number will be on the bottom of the page in blue and is a link to be able to follow the status of the permit as it makes its way through the review process:

Step 3: Receipt/Record issuance

Submitted



Your application(s) has been successfully submitted.
Please print your record(s) and retain a copy for your records.

0 E PERMIT PL, PERMIT, Chandler AZ 85225

EPM18-0962

For any questions, please contact the Development Services Department or the Telecommunications & Utility Franchise Division at the number listed below.

Other documents related to right-of-way and utility work can be found on the [Telecommunications and Utility Franchise web page](https://www.chandleraz.gov/government/departments/development-services/telecommunications-and-utility-franchise):

<https://www.chandleraz.gov/government/departments/development-services/telecommunications-and-utility-franchise>

and the

[Development Services web page](https://www.chandleraz.gov/government/departments/development-services):

<https://www.chandleraz.gov/government/departments/development-services>