



REGISTERED PLANT ANNUAL PERMIT APPLICATION

Instructions

Information about a registered plant permit can be found in the Building Safety Codes and Amendments adopted by the Town of Marana located online at <https://www.maranaaz.gov/building-safety-codes>.

- Applicants can submit electronically by email. Please follow the Information resource on "[How to Submit Electronically](#)."
- Submit the completed application along with all forms and attachments electronically by email to permits@maranaAZ.gov. If means to submit electronically are unavailable, applicants can submit in person using a print copy to:
Development Services
Marana Municipal Complex, Second Floor
11555 W Civic Center Dr. Building A2
Marana, AZ 85653
- The application and review status can be viewed through [Permit Tracker](#), our On-line Application & Information System, utilizing the permit search menu.
- Notice of corrections or approval will be communicated via email to the applicant listed on the application.

Payment

Fee information can be found online at maranaAZ.gov/finance. An invoice will be provided by email to the applicant for payment. Payment can be made in the form of credit card, cash or check payable to the Town of Marana.

- Credit card over the phone, please call (520) 382-2600
- In person or by mail, please send checks to:
Town of Marana, Cashiering
11555 W Civic Center Dr. Building A2
Marana, AZ 85653

Licensing Time Frame

Pursuant to and subject to A.R.S. § 9-836 (2019), the Town of Marana hereby establishes its licensing time frames, available [here](#).

Contact Information

For questions about this form, please contact Angela Nelson by email at permits@maranaAZ.gov or call (520) 382-2633.



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CONTACT INFORMATION

Registered Plant Name:			Registered Architect:		
Type of Business:			Registration Number (please seal):		
Parcel No. (s):					
Primary Address:					
City:	State:	Zip:			
Phone No.:					
Other Location(s):			Architect Address:		
			City:	State:	Zip:
			Phone No.:		

ADDITIONAL INFORMATION & REQUIREMENTS

Total Area (sq ft) of all buildings:

Permit shall expire on December 31st of the same year the permit is issued or if the registered and approved applicant becomes no longer employed by the registered plant.

Provide the following information as needed:

- Town of Marana business license or receipt for application fee
- A location map – include the building footprint, parking and cross streets (2 sets)
- Floor plan
 - o Show layout and equipment if applicable
 - o Identify the use of each room
 - o Include dimensions for rooms, corridors, doors, exits, etc.

Required Inspections:

- Northwest Fire District (520) 887-1010 x5051
- Town of Marana Building (520) 382-2637

APPLICANT AUTHORIZATION

By signing below, I hereby acknowledge that I have read the information provided online at maranaaz.gov/arsnotice and certify that the information set forth in this application are true and correct to the best of my knowledge. I am either the owner of the property or I have been **authorized in writing** by the owner to file this application. (If the applicant is not the owner, attach [written authorization from the owner](#))

Applicant Name (PRINT)

Signature

Date

FOR OFFICIAL USE ONLY

Permit No. _____

Date Received _____