



The customer is responsible for providing the following information to the Planning & Development Department, 200 West Washington Street, 2nd Floor, Phoenix, Arizona, 85003 to make a determination if a grading and drainage permit will be required for your project. For additional information, please call (602) 262-7811.

A. CITY CODE REQUIREMENTS:

Grading and Drainage: The city of Phoenix Grading and Drainage Ordinance (Chapter 32A of the Phoenix City Code, Section 32A-6) requires a grading permit in any of the following situations:

- Work in or over any drainage feature such as a natural water course (wash) or drainage way.
- Work in a Special Flood Hazard Area, (SFHA).
- Permanent excavation of greater than 2 feet in depth, a filling of earth of more than 1 foot in depth, or a filling of earth more than 100 cubic yards.
- Hillside lots and preservation lots with grading limitations.

B. APPLICABILITY REQUIREMENTS

1. The following conditions require an approved sealed, grading and drainage plan drawn by a civil engineer with the issuance of a grading and drainage permit:

- Custom home sites (when approved subdivision requires single lot grading and drainage plans).
- Hillside Lots and preservation lots with grading limitations.
- Lots in a designated flood plain. An elevation certificate will be required.
- Lots requiring retaining walls on the perimeter of the site.
- Lots greater than 0.5 acres in size.
- Lots containing a natural water course (wash), drainage way, or protected by drainage easements.
- A permanent excavation of greater than 2 feet in depth, a filling of earth of greater than one foot in depth, or a filling of earth more than 100 cubic yards.
- Lots with storm water drainage onto private property.

If any box is checked, submit information and appropriate fees to 2nd floor, City Hall for review and approval. If not applicable, go to Step #2.

2. The following three (3) conditions must be met in order to submit a grading and drainage civil plot plan in lieu of a grading and drainage plan. This plot plan must include the proposed finished floor elevation (determined by a licensed Arizona registrant), drainage flow arrows, high & low curb elevation and retention areas (if required).

Note to builder: Certified finished floor must be provided by a licensed AZ registrant prior to the rough framing inspection.

- a. Vacant lot in a previously approved subdivision, infill lots (vacant lots in which the proposed site is surrounded by existing homes), accessory structure, or addition to an existing dwelling unit.
- b. A permanent excavation of less than 2 feet in depth, a filling of earth of less than one foot in depth, or a filling of earth less than 100 cubic yards.

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.

c. Less than 0.5 acres, and not in a hillside or floodplain.

If the conditions in Step #2 are applicable, proceed to 2nd Floor, City Hall, for review of G&D material with city staff and payment of appropriate fees. Refer to TRT 00495, [Grading and Drainage – Civil Plot Plan Checklist, Residential](#), for additional information on submittal requirements.

(**Note:** If a determination of the G&D status cannot be made by staff, a field review may be required. You will be instructed by city staff on the appropriate fees and review process if a field review is necessary.)

Table 1 – Scope of Work Where a Grading and Drainage Plan is Required

New single-family residential dwelling unit on a previously undeveloped lot.
New accessory structure greater than 1,000 square feet. (rec-room, art studio, etc.) Except ADU's; see Table 2.
Any new enclosed structures (additions or detached) or conversions of existing non-habitable space into habitable space, located in an SFHA (flood plain).
Any new structures or additions to an existing hillside lot.
Work in or over any drainage feature such as a natural water course (wash) or drainage way (easement).

Table 2 – Scope of Work Where a Grading and Drainage Plan is not Required

Habitable additions to existing residences less than or equal to 1,000 square feet where the new FFE matches the existing FFE and not located in a designated Hillside or SFHA zone.
Non-habitable additions to existing residences less than or equal to 1,000 square feet.
Detached, non-habitable structures less than or equal to 1,000 square feet such as garages, Ramadas, storage buildings, etc.
New single-family residential dwelling unit on previously developed lot where the existing residence is demolished down to the slab and is built within the existing building envelope.
Any new construction in a subdivision with an approved subdivision grading and drainage plan.
Remodeling where the scope of work is entirely within the existing building envelope.
Accessory Dwelling Units (ADU) per the zoning ordinance, (Section 706 of City of Phoenix Zoning Ordinance).
Reference Document: TRT 00748 Grading & Drainage – Previously Developed Residential Lots PDF

Notes:

1. This document is intended for the owner/builder and professional user.
2. Habitable space shall be defined as: A space in a building for living, sleeping, eating or cooking. Bathrooms, toilet rooms, closets, halls, storage or utility spaces and similar areas are not considered *habitable spaces* (Reference: International Residential Code Chapter 2 – Definitions). Project areas within a habitable envelope that are non-habitable will not be deducted from the total project square footage for Grading & Drainage determination.
3. Increased on-lot retention may be required even when a G&D plan is not required. Any structure shall not affect the drainage to the neighboring lots.
 Reference Document: [TRT 00283 Grading & Drainage – Residential On-Lot Retention Requirements](#)