



Guidelines for Commercial and Multi-Family Construction

When do you ask for Off-Site Improvements?

When site improvements and additions are less than 2,000 square feet:

- No right-of-way dedications, sidewalk easements, or street improvements are required.
- Driveways do not need to be retrofitted or widened on local streets. On collectors or arterials driveways have to be a minimum of 20 feet wide.
- If the driveway is less than 20 feet in width on collectors or arterials, consult with Traffic Code Consistency Coordinator.
- No offsite landscape areas are required.
- Driveways to be changed from Residential to Commercial are required to comply with Commercial Standards.

When site improvements, new development, or building additions exceed 2,000 square feet, off-site improvements will be required.

When do you require Sewer Improvements?

Regardless of proposed change of use or change of occupancy, if the existing development is on a septic system and has new tenant improvements, remodeling, or additions:

- If no expansion of the existing septic system is required, no tie into the city of Phoenix sewer system is required.
- If there are additions that will be served by the existing development's septic system, these additions must be certified to be within capacity of the existing septic system. Consult Plumbing/Mechanical Reviewer or Code Consistency Coordinator to determine septic system capacity.
- If the existing septic system has to be increased, moved, or a new septic system is proposed, then the site must be tied into the existing city sewer main system.
- A Technical Appeal is required to waive the requirement for sewer main extension.

When do you require Water Improvements?

- **Under City Ordinance Sec. 37-39. Connection to water mains required:** Where property is located upon a street in which a water main is laid, such property shall be connected with the water system. These services shall extend at right angles from the main to the curb lines and shall be installed in accordance with City Standard Detail.

- **Under City Ordinance Sec. 37-33 (a). Extensions in subdivisions, single lot, and sub-lot developments and all other developments:** In all new subdivisions and single lot developments, and all other developments, other than a single residence on a single lot, where the city is to provide water service, the developer shall furnish and install in accordance with plans approved by the Planning & Development Director all water mains, service connections, valves, fittings and appurtenances within the boundary of the development as well as the streets bounding the entire development.
- **Under City Ordinance Sec. 37-33 (c). Extensions in subdivisions, single lot, and sub-lot developments and all other developments:** (c): Where no water main is existing along the frontage of a single, existing, residential lot zoned for single-family use (R1-6 through Re-43), and the developer of the single lot requests water service, sufficient length of main shall be constructed by the developer to extend the new main from an existing water main to the point of the requested service connection plus an additional ten feet. If the Water and Sewers Director determines after a review of the size, length, and location of the line, that an approach main repayment agreement is practical, and the applicant desires to enter into such an agreement, the new water main shall be constructed to and across the entire lot frontage.
- **Inadequate capacity in the existing water lines** – If the existing main cannot provide adequate water volumes or fire flow pressures for the anticipated development, a more robust water system will be required to connect to existing water lines. Generally, these are looped to connect two different mains to create more pressure.
- **Existing substandard water lines** – The existence of older substandard mains will not eliminate the requirement of water distribution lines to be constructed along the parcel boundaries of new development.
- A Technical Appeal is required to waive the requirement for water main extension.

When do you ask for a Grading and Drainage Plan?

When new site improvements and/or building area exceed 2,000 square feet, a Grading and Drainage Plan will be required. Refer to Infill Incentive and Adaptive Reuse policies for reduction in retention requirements for these types of developments.

When new site improvements, total disturbed area, and/or additions are less than 2,000 square feet, if less than one foot of fill or two feet of cut, the fill does not exceed 100 cubic yards, and there are no impacts on adjacent properties:

- No grading plans or additional retention is required.
- The new building finish floor elevation can be shown on the Site Plan or Building Plot Plan, but this finished floor elevation must be certified by a registered Civil Engineer. Flood Plain designation will also be required to be shown on site plan.
- If new fuel stations are being added to the site, consult with the Civil Code Consistency Coordinator.