



City of Phoenix

Senate Bill 1598 - Licensing Time Frames (A.R.S. § 9-831-9-840)

In accordance with Senate Bill (SB) 1598, the Street Transportation Department has established time frames for the review and potential approval of submittals submitted to the department, and more specifically the Planning, Design, & Programming Division, after December 31, 2012. Per the SB 1598 legislation requirements, the time frames have been determined for both the *Administrative Review* and the *Substantive Review*.

The *Administrative Review* (A) is the time frame utilized to determine if the application information is complete; if the fee has been paid; and if all necessary attachments have been provided per regulations or guidelines.

The *Substantive Review* (S) is the time frame utilized to complete the technical review of the submitted documents and determine if comments are to be transmitted back to the applicant requiring corrections / material changes or if the documents may be approved.

The applicant may also make a written request to waive the time frame requirements of SB 1598 for more complex projects or other special circumstances. In the absence of a waiver, the established time frames for the applicable permitting or approval actions of the Street Transportation Department have been listed below.

<u>CATEGORY</u>	<u>Administrative Review</u>	<u>Substantive Review</u>
Utility Permits	15 business days	20 business days
Revocable Permits	15 business days	20 business days
Traffic Impact Studies	15 business days	20 business days
Special Flood Hazard Area Determination	15 business days	20 business days

For questions regarding the department's compliance with SB 1598 or any of the information posted above, contact Mark Escobedo at mark.escobedo@phoenix.gov.