



## MINIMUM PLAN SUBMITTAL REQUIREMENTS

### *FENCES/WALLS*

It is our goal to perform first time reviews within (10) working days of the date in which plans were submitted. In order to complete plan reviews quickly please ensure the following information has been provided:

#### **BUILDING DIVISION PLAN SUBMITTAL:**

- Two (2) complete sets of plans are required for new submittals. (You are not required to submit construction plans if you are using one of the Town's standard fence construction details). In this case, submit only two (2) copies of a site plan.
  - Indicate the type of fence (block, wood, open rail, wrought iron, etc.)
  - Indicate fence height on site plan (not to exceed 6 feet within any setback).
  - Indicate the Town standard fence detail to be used, or submit structural plans with engineer seal.

#### **ENGINEERING SITE PLAN/GRADING PLAN SUBMITTAL:**

- Tax parcel number.
- Legal description, address, subdivision and lot number.

(If the Town of Queen Creek has not assigned an address to the site, please contact the Building Division at 480-358-3003 or the website at [www.queencreek.org](http://www.queencreek.org)).
- Place owner's name, address and phone number on title block.
- Topography (existing & proposed) with drainage arrow indicators. (Not required if in an approved subdivision).

Properties with Metes & Bounds legal descriptions shall provide a survey and property pins.
- Show all easements.
- North arrow and drawings to scale
- Zoning district, square footage of lot, and total lot coverage.
- Location of proposed Fence/Walls on lot.