

# Residential Change of Occupant Submittal Guide

## Online Application Information:

Submit applications at [www.goodyearaz.gov/development](http://www.goodyearaz.gov/development)

Application Type: Building Applications

Project Type: Residential Construction

## Upload and Submit:

Checked files are the required files to submit with the application.

- Floor Plan including:
  - North Arrow
  - Project Name
  - Project Address
  - Proposed Use
  - Total Square Footage
  - Labeled Rooms/Spaces
  - Location of Walls, Doors, and Plumbing Features
  - Proposed Location of Equipment, Display, and Furniture (As Applicable)
- Construction Plans (As Applicable)

### ATTENTION:

This submittal guide is a reference/resource for applicants to prepare for submitting an application. This document is not required to be included with your attachments.

Items checked on this guide should be uploaded in your attachments. Plan sets may be uploaded as multi-page PDFs.

If the box is not checked, these items are not required but may be included if needed and can be uploaded to your project as a "Supporting Document."

## Fees Due:

Plan review and permit fees are paid at time of permit issuance.