



REGULATIONS GOVERNING
Mechanical, Plumbing & Electrical Permits

PINAL COUNTY COMMUNITY DEVELOPMENT DEPARTMENT
BUILDING SAFETY DIVISION
P.O. BOX 2973, FLORENCE, AZ. 85132
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(520) 509-3555 FAX (520) 866-6517
www.pinalcountyaz.gov

INFORMATION
BULLETIN

011

JULY 2022

A permit will be required for any new additions, alterations, or repairs to any Mechanical, Plumbing or Electrical service. If you have been issued a MPE permit or are planning on applying for one, please read through this bulletin. It will provide you with some helpful advice that may save you some time and money in completing your project. You will find a fillable Mechanical, Plumbing, and Electrical application on our website. If applying for a gas line permit, please be sure to include a site plan noting the placement of the gas line to include number of BTU's, length of run, and size/type of pipe. For a guideline on Residential Gas Pipe Installation please read Information Bulletin 009.

- **INSPECTIONS:** In order to receive an inspection, please call our inspection line (520-866-6299) prior to midnight on the day BEFORE you need the inspection. Your inspection will be scheduled for the following working day. You may call the inspection line during weekends for Monday inspections. Before dialing, be prepared with your permit number and the inspection code number you are requesting. Make sure the premises will be accessible and all work to be inspected is left uncovered. Approved plans and permit MUST be posted on the day of inspection.

NOTE: The areas of Mammoth, San Manuel, Dudleyville, Kearny, Superior & Top of the World are scheduled ONLY on Wednesdays of each week. (Emergencies will be handled on a case by case basis)

- **ADDRESS:** Inspections will not be performed unless your address is posted and clearly visible from the street. If you need assistance in establishing an address, you may call Pinal County Planning Addressing division at (520) 509-3555.
- **UTILITY COMPANIES:** If you are repairing or replacing service equipment or your service has been disconnected for any other reason, the utility companies will not energize your service (gas or electric) without a clearance from the County. It is your responsibility to contact the utility company and make arrangements with them once your service has been inspected and approved. Utility companies will not act solely upon our clearance. Utility companies have their own set of regulations and require inspection of equipment to which they set their meters (trenches, masts, etc.) Even though the County may approve your inspection, the utility companies may reject your work if it does not meet their requirements.
- **REPAIR WORK:** Repair work will require a site plan if the work is exterior or a floor plan if the work is interior. Clearly show on either plan the location of the repair work and include a scope of work.

If electrical or gas service has been off for MORE than 6 months; a permit will be required. For services off for LESS than six months, a one time courtesy inspection will be performed provided no work has been done.

[Click here for MPE Application](#)
[Click here for Courtesy Inspection Application](#)