

## **HOW TO OBTAIN A PLOT PLAN FROM THE TOWN OF SAHAURITA**

Plots Plans are required by the ALC when submitting most permit applications. While contractors will often obtain the information that is required, it is the homeowner's responsibility to insure the ALC has everything required. Plot Plans are not always readily available; however, you can obtain them through the Town of Sahaurita by doing the following:

Visit the website at <https://sahuaritaaz.gov/>

- Click on Government
- Public Records Request
- Submit a records request
- Town Public Records – You must create an account.

Once you have logged in, fill out the required information. For Plot Plans you will select Planning and Building Plans/Permits

If a Plot Plan was found, it will be emailed to the email address you provided. Plot plans can take several days to 2 weeks to receive.