

Pre-contracted Ramada Checklist:

- 1) Get CCR requirements on style/placement/height or other restrictions for your shade structure from your Home Owner's Association (HOA) prior to design stage
- 2) Confirm the building setbacks, lot coverage allowance and special engineering needs for your address/zoning district before signing any contracts or submitting for permits

This is very important for several reasons:

 - a. Ramada setbacks are more restricted than pool or other landscape setbacks and therefore need to be determined prior to a final plan submission to both the HOA and your City building jurisdiction.
 - b. If one or more columns of the Ramada structure will be placed on the bond beam (edge) of your pool, or in the pool, extra engineering will be required for the pool to support the weight of the structure—frequently standard pool plans are submitted without the extra engineering and the ramada permit is put on hold until the pool engineering has been provided.
 - c. Each contractor has a license particular to their discipline so permits are usually submitted separately (unless multiple licenses are held by a contractor). Therefore, when the pool or landscape company submits plans for permit (for their portion of the project) they will usually show the structure's location (labeled— 'by others'). However, its location is essentially ignored by the planning departments due to the structure falling outside the scope of work the permit will be issued for. When we then submit for the structure we discover that we can't build in that area due to setback or lot coverage restrictions. This is extremely frustrating and all too common within City Planning offices. We can bypass that experience if we check the setbacks and lot allowances prior to contracting and permit submission.
 - d. Ramadas are typically termed 'Open Air' structures or 'Accessory Buildings' (classification depends on size and/or height of structure per each City/County building jurisdiction) and have different setbacks and lot coverage allowances
 - e. Freestanding structures under a certain square footage (differs for every City/County) will only require site approval—not permit
- 3) Footings will need to be installed and inspected prior to deck being poured by either the pool or landscape company. (Footings are part of the ramada structure's permit and photos are not accepted by building inspectors if another trade installs them and then pours deck) We can come in after the fact, but we will have to cut into the existing decking, which will cost you more for the footings and the repairs to the deck.
- 4) Provide us with your Landscape and/or Pool company's contact information prior to contracting or submitting for permit

- 5) If one of your contractors is already doing electrical/gas runs, pouring deck or installing stone veneer for their portion of the project it will save you job cost minimums by having them run the electrical or gas to your structure as well as pour the slab beneath the structure and/or install the stone veneer on the columns
- 6) Paint/stain and roof tile manufacturer/codes should be supplied by the homeowner at sign of contract to keep our material orders and project on schedule.

The real key here is to have all of your contractors (pool, landscape, Southwest Ramadas) coordinated from the outset to keep the project flowing as smoothly as possible.

If in doubt about any of these steps, please give us a call and we'll assist you in any way we can. Our goal is to provide you with shade so you can enjoy your pool and landscape investment through even the hottest months of summer.

What to expect after contracting:

- 1) Our first step is to get construction plans underway — we are typically between 1-2 weeks on construction plans
- 2) Provide us with a plot plan of your property (if possible), which we'll need to submit with our permit application
- 3) Our next step is to submit the construction plans to our engineer for the structural calculations, which will again take between 1-2 weeks
- 4) Now we submit the construction plans, engineering (including any additional engineering from the pool company if necessary) and site plan to the City or County of building jurisdiction and wait anywhere from 1 business day (Scottsdale and Phoenix) to 12 weeks (Maricopa County is currently at 8 – 12 weeks, but has been tending toward 12 weeks). The majority of Cities listed below are between 14 business days to 45 business days though. (This is where coordination is key between the different contractors on your project. The pool or landscaper wants to pour deck, but we don't have a permit yet to install footings. There is no easy way around it other than to wait for permit.)
- 5) Once permitted, we install the footings and call for a footing inspection — turnaround time is usually 1-2 days after we call in for inspection
- 6) After passing inspection we install post bases (for all-wood structures) or masonry columns (for open lattice or tile roofed structures) and call for inspection — again, there is a 1-2 day turnaround for inspection
- 7) After passing inspection we'll either get out of the way and let them pour deck or continue on with our schedule
- 8) Depending on the schedule of your other contractors, we will want to frame out your structure and call for inspection — 1-2 days
- 9) Next (if you have electrical going into the structure) we'll install the electrical wiring (this is where your pool or landscape company can supply the electrical stub-out for us — then all we have to do is connect to the stub-out and wire the structure) and call for an electrical inspection — 1-2 day turnaround time for each
- 10) If you have masonry columns or post bases with *all-wood framing or open wood lattice* we'll stucco the columns and apply paint and final stain to lattice and call

- for final inspection. Upon final inspection approval our portion of the job will be complete
- 11) If you have custom framing that will require stucco work we'll install lathe and call for inspection (1-2 days). After passing lathe inspection we'll apply stucco to columns and framing
 - 12) Our next step is to load the tile onto the roof, hang the tongue and groove ceiling and then install the tile roof, finish electrical fixture installation, final coat of paint and call for final inspection. Upon final inspection approval we'll be completed with the project

City/County Planning Offices:

[Town of Buckeye](#)

[Town of Carefree](#)

[Town of Cave Creek](#)

[City of Chandler](#)

[Town of Fountain Hills](#)

[Town of Gilbert](#)

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[City of Goodyear](#)

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[City of Mesa](#)

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[City of Surprise](#)

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[Maricopa County](#)

[Maricopa GIS Zoning Map](#)

[Pinal County](#)