

Custom Report Requests

Required Forms

Reporting requests for Development Services data shall require that the following forms be completed:

- Search query criteria form (Appendix A)
- Verified statement of commercial or non-commercial purpose (either Appendix B or C)

Fees

2010/2011 Fees for reporting requests are based on cost of materials, machinery and labor to produce the data and shall be assessed as follows:

Non-commercial

- Custom report base fee: \$67
- Subscription report fee shall be the addition of the base fee, plus \$15 for each report occurrence:
 - Annual subscription for monthly report generation: \$247
 - Annual subscription for weekly report generation: \$847
- Reports requiring manual data analysis due to the use of non-standardized fields, beyond those listed in Appendix A, shall be assessed an additional \$134 for each time the report is generated.
- Report fees, including annual subscriptions, must be paid in advance and in their entirety

Commercial

- Custom report base fee: \$134
- Subscription report fee for commercial purposes shall be:
 - Annual subscription for monthly report generation: \$494
 - Annual subscription for weekly report generation: \$1,694
- Reports requiring manual data analysis due to the use of non-standardized fields, beyond those listed in Appendix A, shall be assessed an additional \$134 for each time the report is generated.
- Report fees, including annual subscriptions, must be paid in advance and in their entirety

Procedures

Reporting request forms may be completed, scanned and emailed to BuildingSafetyAdmin@Pima.Gov. Upon receipt of emailed requests, staff shall contact you by phone to take credit card payment. Should you not receive a call back within one business day, you may call 740-6490 for payment processing. Alternatively, request forms may be mailed with check payment to:

Building Safety Administration
Pima County Development Services
201 N. Stone Avenue, Tucson, AZ 85701

Upon receipt of report request forms, you will be contacted by phone should any clarification regarding the report request be needed. If you would like a call prior to report generation regardless of the perceived clarity of request by the analyst, please indicate so on Appendix A. Please allow 10 business days to process reports.

All reports shall be delivered via email in Microsoft Excel or PDF, depending on the nature of the data request.



BUILDING SAFETY & SUSTAINABILITY
 PIMA COUNTY DEVELOPMENT SERVICES
 201 N. STONE AVENUE
 TUCSON AZ 85701



Appendix A
Search Query Criteria Form

REPORTS DISCLAIMER (Please Read)

Pima County provides this report/data for use by the original recipient “as is”. This report/data is intended for general references use only. The suitability for use of this report/data is the responsibility of the recipient. Pima County provides this report/data with the understanding that it is not guaranteed to be accurate, correct, or complete, and conclusions drawn for these data are the responsibility of the user. While every effort has been made to ensure the accuracy, correctness, and timeliness of these data, Pima County assumes no responsibility for errors, omissions, or additions associated with these data, even if Pima County is advised of the possibility of such damage.

ALL DATA IS PROVIDED AS IS WITH ALL FAULTS, AND WITHOUT WARRANTY OF ANY KIND, EITHER EXPRESSED OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. In no event shall Pima County become liable to users for these data, or any other party, for any loss or direct, indirect, special, incidental or consequential damages, including but not limited to time, money or goodwill, arising from the use or modification of these data.

This report/data is intended for a “one time” use only by the original recipient. The recipient of this dataset will not distribute these data to other users. Instead they will refer those users to Pima County Development Services for an independent dataset and documentation.

CONTACT INFORMATION

		Date:
<hr/>		<hr/>
Name		Phone
<hr/>		<hr/>
Company		Email
<hr/>		<hr/>
Address		
<hr/>		
City	State	Zip

DATA FILTERS

Filtering the data helps us to give you exactly the information you need without you having to wade through extra data that you do not need.

Dates – please select at least one of the following types:

<input type="checkbox"/> Applied Date	FROM: _____	TO: _____
<input type="checkbox"/> Approved Date	FROM: _____	TO: _____
<input type="checkbox"/> Issued Date	FROM: _____	TO: _____
<input type="checkbox"/> Finalled Date	FROM: _____	TO: _____

(continued)

Permit types – please select all permit types to be included in your report:

- Building permits
- Subdivision / Development Review projects
- Planning projects
- Violations
- Right of way, DEQ, etc.

Permit status’ – please select all of the status’ to be included in your report:

- ALL
- Applied
- Approved
- C of O
- Expired
- Finaled
- Issued
- Withdrawn

Permit construction types – please select all construction types to be included:

- ALL
- Single family
- Apartment/multi-family
- Commercial
- Industrial
- Pools
- Walls/Fences
- Green Building

DATA FIELDS

Check all of the data fields needed on the report. For complex reports, add additional fields in the space provided.

- | | |
|---|---|
| <input type="checkbox"/> Activity / permit number | <input type="checkbox"/> Property street number* |
| <input type="checkbox"/> Construction / permit type | <input type="checkbox"/> Property street direction* |
| <input type="checkbox"/> Status | <input type="checkbox"/> Property street name* |
| <input type="checkbox"/> Permit type | <input type="checkbox"/> City / jurisdiction |
| <input type="checkbox"/> Construction type | <input type="checkbox"/> TRS (Township, Range, Section) |
| <input type="checkbox"/> Construction subtype | <input type="checkbox"/> Legal description |
| <input type="checkbox"/> Applied date | <input type="checkbox"/> Contractor name |
| <input type="checkbox"/> Approved date | <input type="checkbox"/> Contractor address |
| <input type="checkbox"/> Issued date | <input type="checkbox"/> Applicant name |
| <input type="checkbox"/> Finaled date | <input type="checkbox"/> Applicant address |
| <input type="checkbox"/> Total permit fee | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Total amount paid | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Permit balance | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Construction value | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Work description | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Parcel / tax code | <input type="checkbox"/> _____ |

* Note: Property zip code is not available



PIMA COUNTY DEVELOPMENT SERVICES
201 N. STONE AVENUE
TUCSON AZ 85701



Appendix B
Verified Statement of Commercial Purpose Public Data Request

Caution: Arizona Revised Statutes §39-121.03 (C) provides:

“A person who obtains public records for a commercial purpose without indicating the commercial purpose or who obtains a public records for a noncommercial purpose and uses or knowingly allows the use of such public record for a commercial purpose or who obtains a public records for a commercial purpose and uses or knowingly allows the use of such public record for a different commercial purpose or who obtains a public record from anyone other than the custodian of such records and uses them for a commercial purpose shall in addition to other penalties be liable to the state or other political subdivision from which the public record was obtained for damages in the amount of three times the amount which would have been charged for the public record had the commercial purpose been stated plus costs and reasonable attorney’s fees or shall be liable to the state or the political subdivision for the amount of three times the actual damages if it can be shown that the public record would not have been provided had the commercial purpose of actual use been stated at the time of obtaining the records.”

A commercial purpose is defined by Arizona Statute as the use of a public record for the purpose of:

- the sale or resale or for the purpose of producing a document containing all or part of the copy, printout, or photograph for sale, or
• obtaining of names and addresses from such public records for the purpose of solicitation, or
• for any purpose in which the purchaser can reasonably anticipate the receipt of monetary gain from the direct or indirect use of such public record.

I, _____, am the _____
(Name) (Title)
of _____, located at _____,
(Company Name) (Address)
which is engaged in the business of _____. I am requesting the
following information: _____

(State information being requested. Be specific. Use back or additional sheets if needed.)

I do hereby certify the public records which I have requested are for the following purpose:

which I can reasonably anticipate will result in the monthly amount of \$ _____ from the
direct or indirect use of these records.

Name (please print)

Signature

Date

Notary Public

Date Commission Expires



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Appendix C
**Verified Statement of Non-commercial Purpose
Public Data Request**

Caution: Arizona Revised Statutes §39-121.03 (C) provides:

“A person who obtains public records for a commercial purpose without indicating the commercial purpose or who obtains a public records for a noncommercial purpose and uses or knowingly allows the use of such public record for a commercial purpose or who obtains a public records for a commercial purpose and uses or knowingly allows the use of such public record for a different commercial purpose or who obtains a public record from anyone other than the custodian of such records and uses them for a commercial purpose shall in addition to other penalties be liable to the state or other political subdivision from which the public record was obtained for damages in the amount of three times the amount which would have been charged for the public record had the commercial purpose been stated plus costs and reasonable attorney’s fees or shall be liable to the state or the political subdivision for the amount of three times the actual damages if it can be shown that the public record would not have been provided had the commercial purpose of actual use been stated at the time of obtaining the records.”

Records Requested

Verified Statement

I hereby agree that the public records I have requested are not for a “commercial purpose” as defined by A.R.S. §39-121.03. I also hereby agree that the public records will not be transmitted or sold to any other person for a commercial purpose.

Name (please print)

Signature

Date

Address (please print)