



August 1, 2025

Dear Development Community

Re: Expiration of Engineering Plans and Reports, Updated 2025

In 2008, the Town developed an expiration policy for approved construction plans and their supporting reports. The policy established the time frame that the Town would honor the approval stamp. The policy was established for the health, safety, and welfare of the Town of Marana and the residents who live and work within Marana. This letter is intended to update the policy established in 2008.

**1. Improvement Plans**

The Town will honor the approval date of Grading, Paving, Sewer, and Water plans for two years after the approval date stamped on the plans.

**2. Supporting Reports**

The Town will honor the approval of Drainage reports, Geotechnical reports, and Traffic Impact Analyses for two years after the approval date on the reports.

Before the expiration of the two-year time frame, an applicant may request an extension of plan or report approval by emailing [DEVENG@MaranaAZ.gov](mailto:DEVENG@MaranaAZ.gov). Town Staff will review the plans and reports individually to decide if they qualify for reapproval. Some of the factors that might prevent reapproval and require a formal review, either as a new submission or plan revision, are listed below.

- a. Updates to the Marana Town Code.
- b. New or updated Town standards.
- c. Development near the property in question requiring modifications to the approved plans.
- d. Changes in the environment since the plans and reports were approved, including but not limited to roadway improvements, regional project modifications, watershed characteristic changes, and other related factors.
- e. Length of time that has elapsed since the plans were approved.



To extend the approval time period of Geotechnical reports, the applicant must submit to the Town a sealed letter from the original consulting firm affirming that the site conditions and conclusions of the original report have not changed.

For Traffic Impact Analyses, the review may warrant a minor update to the analysis or a full restudy.

Once the Town staff review is finished, the applicant will be informed of the next steps for the construction plans. If reapproval is granted, the applicant will receive a memo from the Town confirming the reapproval of the plans and stating the new expiration date. Plans and reports can only be reapproved once, and the extension will be for one year. If the plans expire after reapproval, they must be resubmitted as a new submission to the Town and go through the standard approval process. The reapproval of the plans is for Marana purposes only and will not extend to any approvals provided by other agencies. The applicant must coordinate with agencies outside of Marana regarding their requirements to reapprove plans.

A handwritten signature in black ink, appearing to read "Dustin Ward".

Dustin Ward, PE  
Development Engineering Division Manager  
Development Services  
Town of Marana

A handwritten signature in black ink, appearing to read "Fausto Burruel".

Fausto Burruel, PE, MPA  
Town Engineer  
Town of Marana

A handwritten signature in black ink, appearing to read "Jason Angell".

Jason Angell  
Development Services Director  
Development Services  
Town of Marana