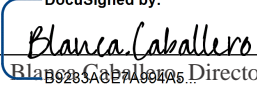




SUBSTANTIVE POLICY STATEMENT

SPS-EH-2012-011

Substantive Policy Statement Title: When Expedited Plan Review Fees may be Applied for Environmental Health Food Service, Residence Accommodation, School Grounds, and Remodel permits.	SPS Number: EH-2012-011
	Adoption Date: 07/01/2012
	Revision Date: 04/02/2018
Approved By:  Blanca Caballero, Director	DocuSigned by: 11/27/2023 Date

This substantive policy statement is advisory only. A substantive policy statement does not include internal procedural documents that only affect the internal procedures of the agency and does not impose additional requirements or penalties on regulated parties or include confidential information or rules made in accordance with the Arizona administrative procedure act. If you believe that this substantive policy statement does impose additional requirements or penalties on regulated parties you may petition the agency under section 41-1033, Arizona Revised Statutes, for a review of the statement.

I. Substantive Policy Statement (SPS) Purpose:

The purpose of this SPS is to clarify the expedited plan review fees for Environmental Health Food Service, Residence Accommodation, School Grounds and Remodel permits.

II. Statutory Overview:

Maricopa County Environmental Health Code (MCEHC)

III. SPS:

Chapter I, Regulation 4e. of the MCEHC code states: In cases where the Department requires the submission of plans and specifications, no person shall commence construction unless the required plans have been approved.

Chapter I, Regulation 5c.(3) of the MCEHC states: Expedited, design/build and phased plan reviews shall be assessed at two times the flat fee or hourly rate.



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Maricopa.gov

P: 602.506.7392
E: EnvSpecialtyprograms@maricopa.gov



When applicants submit plans for construction work that has already commenced, they are in violation of Chapter 1, Regulation 4e. Enforcement action will be initiated by the Department when operators are found in violation. Applicants may pay expedited fees, as defined in Chapter 1, Regulation 5c.(3), which will shorten the review time of the application. Expedited fees do not negate nor suspend any enforcement actions filed against the applicant unless specified in writing by the Department.

IV. SPS New Document/Revision Statement:

SPS-EH-2012-011 was updated on April 2, 2018, to remove references to pet shops/pet groomers. The SPS effective date is July 1, 2012.

V. Contact Us:

For questions or comments regarding this SPS or to obtain a copy of this document, please contact the Department Records Custodian at the phone number and/or email address located in the footer section of the page.

