



SUBSTANTIVE POLICY STATEMENT
SPS-EH-2012-011

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A substantive policy statement (SPS) is advisory only. In accordance with A.R.S. §11-1601, SPS's do not include internal procedural documents that only affect internal procedures of the Maricopa Environmental Services Department and do not impose additional requirements or penalties on regulated parties or confidential information.

1. SPS Subject:

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.

2. Statutory Overview:

Maricopa County Environmental Health Code (MCEHC)

3. SPS:

Chapter 1, 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 1, 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.

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.

4. SPS Effective Date:

July 1, 2012

5. SPS New Document/Revision Statement:

SPS-EH-2012-011 has been updated on April 2, 2018 to remove reference to pet shops/pet groomers as they are no longer permitted by this Department.

6. 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 address and/or phone number above.