

RESIDENTIAL CARE FACILITY LETTER OF COMPLIANCE

Note: Development Services general email, dspermits@maricopa-az.gov
Apply Online: <https://ci-maricopa-az.smartgovcommunity.com/Public/Home>

THIS DOCUMENT IS TO CERTIFY THAT THE HOME OF:

Name of Provider _____ Phone No. _____

Name of Adult Care _____

Street Address _____

City _____ State _____ Zip Code _____ County _____

Adult care facilities that provide accommodations for 5 or fewer adults who are capable or incapable of self-preservation with or without physical assistance are required to have a fire sprinkler system installed.

Lower half to be completed by city representative.

1. Is in compliance with all building code requirements of the city of Maricopa to establish a Congregate Living Facility, and
2. Is approved to care for a maximum of five residents, excluding staff.
3. The facility listed above was originally built according to local codes and standards, as evidenced by construction permits and inspections on file at this city office.

() YES () NO () OTHER

NAME _____ DATE _____

City Representative

TITLE _____ PHONE _____

OFFICE _____

This document is to provide the Department of Health Services with evidence that this Residential Care Facility has received approval from Planning & Zoning, Building Safety & Fire Department. If there are any questions, please contact this office at (520) 316-6921.

This document is not meant to represent zoning approval.

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Residential Care Facility Requirements *** Maximum Persons – 5 ***

Submittal Requirements:

1. Completed Residential Care Facility Letter of Compliance Form
2. Two (2) copies of a site plan depicting the footprint of existing structures, proposed structures, parking areas, property lines, driveway entrances and accessory structures.
3. Two (2) copies of a complete floor plan, depicting all sleeping rooms (identified by number) and all components for exiting, i.e. stairs, ramps, platform lifts and elevators.
4. Zoning clearance (separate application & fee)
5. Payment of application fees for Building Safety and Fire. see below

Fees:

Building Safety Review & Inspection	\$60.00
Fire Department Inspection	\$75.00

Inspections:

The Building Safety and Fire Department will conduct individual safety inspections, please contact the inspection line at (520) 316-6926 to request your inspection. Inspections are available Mon-Thurs.