



MARICOPA COUNTY
ENVIRONMENTAL SERVICES DEPARTMENT
301 W. Jefferson Street
Phoenix, Arizona 85003

DIRECTORY OF DOCUMENTS

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I. ORDINANCES

ORDINANCE NO. P-30 (Passed and Adopted)

Summary: Referred to and known as “Ordinance for Establishing Licensing Time Frames,” this ordinance establishes both administrative and completeness review and substantive review time frames for Licenses as defined in A.R.S. § 11-1601 through A.R.S. § 11-1605.

ORDINANCE NO. P-31 (Passed and Adopted)

Summary: Referred to and known as “Ordinance Establishing Fees Related to Licensing Time Frames,” this ordinance establishes the fees referenced in Exhibit B – Fees of the Maricopa County Ordinance Licensing Time Frames in Compliance with A.R.S. § 11-1601 through A.R.S. § 11-1610, No. P-30.

II. REGULATIONS

Maricopa County Environmental Health Code

Chapter I – General Provisions

Summary: Sets forth legal authority for Environmental Health Code. Includes definitions used throughout the Environmental Health Code and describes the permit process, fees, right to inspection and enforcement tools.

Chapter II – Sewage and Waste

Summary: Describes sewage and waste provisions including permit requirements and application procedures, proper refuse collection, storage and disposal, classification of wastewater treatment plants and requirements for certified operators.

Chapter III – Rodents, Insects and Vermin

Summary: Describes requirements to prevent infestation or harborage of rodents, insects, and vermin, and breeding of mosquitoes. Also describes enforcement tools.

Chapter IV – Land Subdivisions

Summary: Describes requirements for land subdivisions including plan approval, condominiums, water supply, sewage disposal and refuse disposal.

Chapter V – Water Supply

Summary: Describes requirements for water supplies including permit requirements and hauled water.

Chapter VI – Bathing Places – Public and Semipublic Swimming Pools

Summary: Describes requirements for Public and Semipublic pools and spas, Natural and Semi- Artificial Bathing Places and Artificial Bathing Lakes including permit requirements, water quality standards and general design standards.

Chapter VII – Food Employees/Certified Food Protection Managers

Summary: Describes requirements for Food Employees and Certified Food Protection Managers.

Maricopa County Environmental Health Code (*continued*)

Chapter VIII – Food, Food Products, Food Handling Establishments

Summary: Describes requirements for Food, Food Products and Food Handling Establishments including Mobile Food Establishments, Vending Machines, Meat Establishments, Food Related Facilities and Bottled Water.

Chapter IX – Mobile Home Parks

Summary: Describes requirements for Mobile Home Parks including general layout, facilities, water supply and sewage disposal.

Chapter X – Residence Accommodations

Summary: Describes requirements for Residence Accommodations including Transient Dwelling Establishments.

Chapter XI – Animals

Summary: Describes requirements for animals that pertain to manure or dropping removal/storage; breeding of flies, mosquitoes, or other insects; an accumulation of putrescible material, and other related health hazards.

Chapter XII – Campgrounds

Summary: Describes requirements for Campgrounds including permit requirements, water supply and sewage and refuse disposal requirements.

Chapter XIII – Schools

Summary: Describes requirements for Schools including permit and plan requirements.

Chapter XIV – Indoor Play Area

Summary: Describes requirements for Indoor Play Areas on the premises of permitted Food Establishments when the primary function of the business or facility is food service to the general public.

Maricopa County Stormwater Quality Management and Discharge Control Regulation (“Regulation”)

Chapter 1 – Introduction

Summary: Sets forth legal authority for the Regulation, minimum permit requirements for the County and the purposes and objectives of the Regulation.

Chapter 2 – Rules of Construction and Interpretation

Summary: Describes requirements for County Permits and Approvals, also includes general statements regarding responsibility of Administration, compatibility with other regulations, other regulatory requirements, severability, and disclaimers.

Chapter 3 – Definitions

Summary: Includes definitions of terms used in the Regulation.

Chapter 4 – Applicability

Summary: Describes the applicability of the Regulation.

Maricopa County Stormwater Quality Management and Discharge Control Regulation (“Regulation”) (*continued*)

Chapter 5 – Illicit Non-Stormwater Drainage and Connections

Summary: Describes the requirement to prohibit Non-Stormwater Drainage and Illicit Connections to the County Municipal Separate Storm Sewer System or any Storm Drainage System.

Chapter 6 – Construction Site Stormwater Runoff Pollution Control

Summary: Describes the requirements for the regulation of construction sites, exemptions, transfers of approval, termination of coverage and compliance monitoring.

Chapter 7 – Industrial Activity Discharges

Summary: Describes the requirement for the submission of the Notice of Intent or other proof of compliance to the Department.

Chapter 8 – Requirement to Prevent, Control and Reduce Stormwater Pollutants by the Use of Best Management Practices

Summary: Describes the requirement to implement Best Management Practices for Stormwater.

Chapter 9 – Notification of Spills

Summary: Describes the requirement to notify the Department in the event of a release of pollutants into the County Municipal Separate Storm Sewer System or any Storm Drainage System.

Chapter 10 – Violations, Enforcement, Penalties and Authority

Summary: Describes enforcement tools.

Chapter 11 – Post-Construction Stormwater Management

Summary: Describes requirements including applicability, objectives, regulated activities, exemptions, waivers, design standards, plan approval, ownership and maintenance, operation and maintenance plans, Drainage Regulation and Flood Control Regulations.

Chapter 12 – Fees

Summary: Fee list for Stormwater Permitting and Approval Activities.

Chapter 13 – Effective Date and Adoption of Regulation

Summary: Lists the effective date and the Board of Supervisor adoption information.

III. SUBSTANTIVE POLICY STATEMENTS

Environmental Services Department

SPS-ES-2012-001

Summary: Clarifies the policies pertaining to compliance with the requirements of the Establishing Licensing Time Frames Ordinance (Ordinance) No. P-30 and the Maricopa County Ordinance Establishing Fees Related to Licensing Time Frames No. P-31.

Environmental Health Division

SPS-EH-2012-002

Summary: Clarifies the use of exemptions of the Maricopa County Environmental Health Code (MCEHC) for use in food service establishments.

SPS-EH-2012-005

Summary: Clarifies the permit requirements regarding splash guard protection in food service establishments.

SPS-EH-2012-006

Summary: Clarifies the permit requirements related to walls, floors and ceiling materials used in food service establishments, residence accommodations, and public schools.

SPS-EH-2012-007

Summary: Clarifies the permit requirements regarding mop sink construction and location for food service, residence accommodation, and public school facilities.

SPS-EH-2012-009

Summary: Clarifies the permit requirements related to registering a special event with the Department.

SPS-EH-2012-010

Summary: Clarifies the permit requirements regarding the outdoor installation of ice machines at food service, residence accommodation, and public school facilities.

SPS-EH-2012-011

Summary: Clarifies the expedited plan review fees for Environmental Health Food Service, Residence Accommodation, School Grounds, and Remodel permits.

SPS-EH-2012-012

Summary: Clarifies the requirements to construct and operate an outdoor bar.

SPS-EH-2012-013

Summary: Clarifies the permit requirements related to countertop and shelving materials used in food service establishments, residence accommodations, and public schools.

SPS-EH-2012-014

Summary: Clarifies the permit requirements regarding hot water supply in food service establishments.

Environmental Health Division (*continued*)

SPS-EH-2012-016

Summary: Clarifies the construction and maintenance of kitchenettes within Residence Accommodation establishments.

SPS-EH-2012-017

Summary: Clarifies the permit requirements regarding directly connected ware washing sinks in food service establishments.

SPS-EH-2015-001

Summary: Clarifies where the regulations from MCEHC, Chapter 8 (Food, Food Products, Food Handling Establishment) will be applied in Boarding Homes.

SPS-EH-2015-002

Summary: Clarifies inspection fees for Environmental Health plan review services, which are provided outside of normal business hours and upon request of the customer.

SPS-EH-2015-003

Summary: Clarifies the plan review procedure to approve additional food establishment permits, which are under the same ownership on the premises.

SPS-EH-2015-004

Summary: Clarifies the requirements for Special Event Food Establishments to operate at farmers markets, swap meets, and sanctioned school functions.

SPS-EH-2015-006

Summary: Clarifies how many inspections are included with a New Business Permit Application.

SPS-EH-2015-007

Summary: Clarifies which types of food establishments are exempt from Certified Food Protection Manager Card requirements.

Water & Waste Management Division

SPS-WW-2012-001

Summary: Clarifies the Water and Waste Management Division administrative procedure, for an owner who begins construction of a facility where a permit is required without first obtaining the permit, to avoid legal action by submitting an application for a permit through an expedited process.

SPS-WW-2012-002

Summary: Clarifies the Water and Waste Management Division administrative procedure for expiration of plan review approval requests and approvals of construction.

Water & Waste Management Division (*continued*)

SPS-WW-2012-004

Summary: Clarifies the basis of Department requirements for size and content of plans submitted to the Department by owners for approval of onsite wastewater facilities.

SPS-WW-2015-001

Summary: Clarifies the plan review procedure to determine the requirement for restroom facilities at semi-public bathing facilities.

SPS-WW-2015-002

Summary: Clarifies the procedure to use covers at semi-public pool and spa facilities.

SPS-WW-2015-003

Summary: Clarifies the procedure to determine the requirements for swimming pool gate latch heights.

SPS-WW-2015-004

Summary: Clarifies the procedure to determine the requirements to classify specialty contractor license of public and semi-public swimming pools.

SPS-WW-2015-005

Summary: Clarifies the Department's procedure to review and approve the slope of deck areas within bathing place enclosures.

SPS-WW-2023-001

Summary: Clarifies where chemical toilets, portable restroom units, and/or portable waste holding tanks can be utilized for the collection and storage of human waste before disposal.

Quality & Compliance Division

SPS-QC-2015-001

Summary: Clarifies some of the requirements in the MCEHC, Chapter XI, Animals, Section 1.

SPS-QC-2017-001

Summary: Clarifies how the Fee Waived Food Employee Certificate reimbursement allocations are calculated by the Department.

SPS-QC-2019-001

Summary: Clarifies the Department's role processing permit fee waivers.

SPS-QC-2019-002

Summary: Clarifies what constitutes financial hardship associated with the waiver of fees as described in MCEHC, Chapter I, Regulation 5(a).