



**MARICOPA COUNTY  
ENVIRONMENTAL SERVICES DEPARTMENT**



Environmental Services  
Department

# **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 Services Department (*continued*)**

### [SPS-ES-2012-002](#)

Summary: Clarifies the implementation of Maricopa County's Enhanced Regulatory Outreach Program Policy by the Department.

## **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.

## **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).