



## VARIANCE REQUEST APPLICATION PACKET

- A. All applications **MUST** contain the following information:
1. POOL NAME: Name of establishment and street address must read the same as was submitted for construction review or as permit reads.
  2. APPLICANT NAME: Print name of owner or **authorized agent attending the hearing** (letter of authorization must be submitted if signed by agent).
- B. Additionally, the Variance Request must be specific as to what is being requested. Submit all explanatory paragraphs, pertinent material, exhibits, plans, and any material necessary to inform MCESD of the reason for your request. **(A complete variance submittal consists of twelve (12) variance forms completely filled out AND all supporting material attached to each form and a check for \$200.00. One application and check per variance. All material must be collated.)**
1. The Swimming Pool Variance hearings are scheduled to be heard every second Thursday of the month. All hearings shall be open and public. (See attached scheduled hearing dates).
  2. The Manager of the Water and Waste Management Division shall serve as the Director's representative at all meetings and furnish secretarial services for this Committee.
  3. The Health Officer shall render a final decision within 10 days of receiving the Committee recommendations.
  4. The applicant may waive a hearing by the Committee and appeal directly to the Director. In such cases, the Director will render a decision within ten (10) days of the date that the appeal is filed.
  5. If the applicant/petitioner for the variance request is dissatisfied with the decision of the Director, the applicant/petitioner may appeal to the Board of Health. Such appeals shall be presented to the Secretary of the Board of Health in writing, within thirty (30) days after the filing of the decision of the Director.

**NOTICE:** A fee of \$200.00 must accompany this request. (per variance request) made payable to M.C.E.S.D.



ENVIRONMENTAL SERVICES DEPARTMENT

May 11, 2018

SWIMMING POOL ADVISORY HEARINGS

AGENDA SCHEDULING DATES OF VARIANCE REQUEST APPLICATIONS

June 1, 2018 – December 31, 2018

**Note:** Application submittal has been extended until the 2<sup>nd</sup> Thursday of every month.  
The Variance Hearing will take place on the 3<sup>rd</sup> Thursday of every month

**SUBMITTAL DEADLINE**  
**- REQUIRED -**  
**PRIOR TO HEARING**  
**DUE BY 3:00 PM**

**SWIMMING POOL**  
**ADVISORY COMMITTEE**  
**HEARING DATE**

June 14, 2018

July 19, 2018

July 12, 2018

Aug. 16, 2018

Aug 09, 2018

Sept. 20, 2018

Sept. 13, 2018

Oct. 18, 2018

Oct. 11, 2018

Nov. 15, 2018

Nov. 08, 2018

Dec. 20, 2018

Dec. 13, 2018

Jan. 17, 2019

*Application must be complete & include all required copies, plans, specs & fees to be accepted for scheduling to hearing date in the next month following submission. Petitioners will be notified of hearing date & location after application is processed for response from Maricopa County.*



ENVIRONMENTAL SERVICES DEPARTMENT  
 Swimming Pool Plan Review and Construction  
 1001 N. Central Avenue, Suite 200  
 Phoenix, AZ 85004  
 Phone (602) 506-0070 FAX (602) 506-1837  
 PoolPlanReview@Mail.Maricopa.Gov



Environmental Services  
 Department

**REQUEST FOR VARIANCE FOR CONSTRUCTION OF A PUBLIC OR SEMI-PUBLIC SWIMMING POOL OR SPA**

Has the applicant submitted plans and a request for approval to construct/remodel a swimming pool to the Maricopa County Environmental Services Department for review?  Yes  No

This Pool/Spa is:  New  Existing

Is this variance request the result of repeated citations on the Pool/Spa?  Yes  No

Is this request part of the settlement agreement with the Legal/Enforcement Department?  Yes  No

The undersigned requests a variance from the requirements of the Maricopa County Environmental Health Code Chapter VI applicable to the design, construction or operation of bathing places – public and semipublic swimming pools. It is understood that a variance can be granted only when Chapter VI of the Maricopa County Environmental Health Code is more restrictive than Administrative Rules and Regulations of the State of Arizona 9-8.

Pool Name: \_\_\_\_\_

Pool Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: ( ) \_\_\_\_\_ FAX #: ( ) \_\_\_\_\_

Owner Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: ( ) \_\_\_\_\_ FAX #: ( ) \_\_\_\_\_

Email Address: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: ( ) \_\_\_\_\_ FAX #: ( ) \_\_\_\_\_

Email Address: \_\_\_\_\_

Specify the request and justification *in one sentence*. (attach additional sheets if further explanation is necessary)

OWNER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

TYPE OR PRINT NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

- Submit **12 sets** including in each completed copies of the application, plans and any related material.
- Attach plan of proposed facility clearly delineating area where variance is requested.



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## AUTHORIZATION LETTER

Complete this form if the Property Owner is not attending the Variance Hearing

Date: \_\_\_\_\_

Project Name: \_\_\_\_\_

Address: \_\_\_\_\_

I hereby authorize \_\_\_\_\_, of \_\_\_\_\_ firm to represent me at the Variance Hearing and act on my behalf for the project listed above.

**Project Owner / Responsible**

Party Name / Title: \_\_\_\_\_  
 (Please print clearly) Name Title

\_\_\_\_\_  
 Signature Date

If management company representative signs for owner, please provide documentation of legal of representation.

NOTES: Project Owner's / Responsible Party's information must be on application.

**\* Engineer/Architect/Contractor cannot sign this form as Project Owner / Responsible Party \***

**\*\* The Department serves the right to request any other information \*\***