

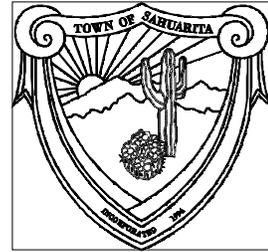
## Town of Sahuarita

375 W. Sahuarita Center Way

Sahuarita, Arizona 85629

520-822-8866

<http://www.sahuaritaaz.gov>



## Assisted Living Facility Submittal Checklist

The following items are required and submittals must be complete before accepted for review.

For current codes and amendments please visit our website at: <http://sahuaritaaz.gov/buildingsafety>.

- Completed Town of Sahuarita Permit Application**
  - Permit application can be found online at <http://sahuaritaaz.gov/buildingsafety>
  - Property owners email address is required
  - Sign and date the application
  - Letter from property owner** (if applicant is not the property owner) giving permission to apply for a permit for the specific address
- 2 Copies of Fire Sprinkler Plans and Hydraulic Calculations**
- 2 Copies of Building Evacuation Plan**
- 1 Copy of the Approved Arizona Department of Health Services Zoning Clearance Form**
  - Signed by the Town of Sahuarita Planning & Zoning Division
- Completed Contractor Form**
  - Provide contractor's/subcontractor's license number and Sahuarita business license number
  - Any business doing work in the Town of Sahuarita requires a business license. There is currently no cost for a business license. Please contact the Clerk's office at 520-822-8801 for further assistance.

### Note:

- There is no permit fee. Permit includes 1 inspection at no cost. Any additional inspections will be \$60.00 each and must be paid prior to scheduling the inspection.
- An automatic sprinkler system must be provided throughout all buildings (2012 International Building Code Section 903.2.7).
- Fire inspection is required as part of the permit and will be performed by the Planning and Building Department in conjunction with your fire service provider.
- Certificate of Occupancy inspection will also be required. **The building will be required to meet all current building codes because the occupancy is changing from R-3 to R-4.**
- Address numbers must be posted prior to inspections. Pima County Address Display Requirements can be found at <http://webcms.pima.gov/cms/One.aspx?pageId=61728>.
- If seeking Hospice Care, special provisions will need to be met and coordinated through the Town Fire Marshal.