

City of Prescott
Community Development Department
201 S Cortez Street
Prescott, AZ 86303
(P) 928-777-1207
(F) 928-777-1258

CITY OF PRESCOTT LAND DEVELOPMENT CODE REQUIREMENTS FOR COMMUNITY RESIDENCES

REGISTRATION FORM FOR EXISTING COMMUNITY RESIDENCES

The City of Prescott has adopted regulations related to Community Residences under Ordinance 4866-1404. These regulations became effective September 19, 2013. Any Community Residence existing at that time is deemed a Nonconforming Use.

A Community Residence is a dwelling unit for a group of persons who do not meet the definition of a single housekeeping unit. A Small Community Residence is a dwelling unit for 1 – 6 persons with two additional staff, and a Large Community Residence is a dwelling unit for 7 or more persons with additional staff. Large Community Residences may require a Conditional Use Permit in certain zoning districts. To be considered residential, tenancy of the residence must be arranged on a month-to-month or longer basis. The City of Prescott requires an application to be submitted to the Community Development Department for any new Small or Large Community Residences.

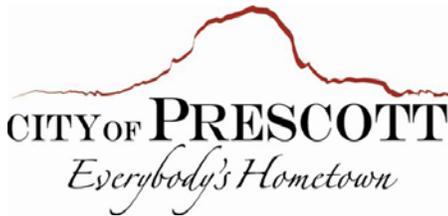
For those Community Residences already in operation at the effective date of Ordinance 4866-1404, the City offers a Registration option. Registration of existing Community Residences offers the owner/operator the ability to formally document the existence, size and legal operation of their facilities. For owners/operators who choose not to register, the burden of proof that their facilities were in legal operation at the time the Ordinance became effective will be upon them should any dispute arise.

The attached Registration form should be completed for each location/address of a Community Residence and then returned to the Community Development Department at City Hall. This opportunity for Registration will be available for 60 days following the effective date of the Ordinance, or until November 7, 2013.

The regulations for Community Residences, as adopted by Ordinance 4866-1404, are consistent with the Federal Fair Housing Act Amendments of 1988. Reference the Land Development Code for further information.

Community Residence Registration Requirements:

- Documentation of existing operations
- Completed application for each residence
- Affidavit



City of Prescott
 Community Development Department
 201 S Cortez Street
 Prescott, AZ 86303
 (P) 928-777-1207
 (F) 928-777-1258

COMMUNITY RESIDENCE REGISTRATION

<i>Internal Use Only</i>		
Date received:	Planner:	Application Number:

Community Residence Street Address:
--

Property Owner:	
Address:	Phone :
City / State / Zip:	Email:

To represent me in this application, I give authorization to:

Applicant:	
Organization:	
Address:	Phone :
City / State / Zip:	Email :
<i>Owner signature:</i>	

COMMUNITY RESIDENCE INFORMATION

Address:	Phone :
City / State / Zip:	Email :
Assessor's Parcel Number:	
Zoning district:	
Organization responsible for operations:	
Start date of operations:	
Staff person available 24-hours / day (name and number)*:	
Number of residents:	Number of staff:
Address of nearest Community Residence:	
Distance to nearest Community Residence (in feet, by the shortest pedestrian route between entrances):	

* The Community Development Department must be notified within 72 hours of any change.



City of Prescott
Community Development Department
201 S Cortez Street
Prescott, AZ 86303
(P) 928-777-1207
(F) 928-777-1258

AFFIDAVIT

STATE OF ARIZONA)
) **ss.**
County of Yavapai)

(Property owner or applicant name) _____, being first duly sworn upon his/her oath, deposes and says:

1. I declare under penalty of perjury that the attached form and submittals provided to the City of Prescott Community Development Department, pursuant to Section 6 of the City of Prescott Ordinance No. 4866-1404, are true and correct.
2. I am over eighteen (18) years of age and of sound mind to make this Affidavit.
3. I am making this Affidavit to create a rebuttable presumption of legal, non-conforming use status of the property described in "Community Residence Registration" form attached hereto.
4. I have legal authority to make this Affidavit.

FURTHER AFFIANT SAYETH NOT.

Signature

Printed Name

Subscribed and sworn to before the undersigned this _____ day of _____, 2013,

by _____.

, Notary Public

My commission expires: _____