



State of Florida
Department of Children and Families

Charlie Crist
Governor

Robert A. Butterworth
Secretary

IMPORTANT NOTICE

RE: ZONING REQUIREMENTS FOR APPLICANTS SEEKING INITIAL LICENSURE THROUGH DCF AS A FOSTER CARE FACILITY OR GROUP HOME FACILITY

Dear License Applicant:

Chapter 419, Florida Statutes require that persons seeking to establish DCF-licensed foster care facilities* or group home facilities (meeting the definition of a "community residential homes" within the law) must provide local zoning officials with certain information as part of the license application process.

*Note: Foster homes do not meet the statutory definition of "community residential home" as that term is defined in Chapter 419, F.S. and are therefore exempt from the local zoning notification requirements of the law.

In order to ensure compliance with state law, please complete the following steps:

STEP 1: Request a list of DCF licensed community residential homes in your area and DCF Form #1786. If the Department is aware of pending applications for such homes, that information may also be provided.

STEP 2: Obtain a list of community residential homes in your area, which are licensed by the Agency for Health Care Administration. This information can be found on the Internet via the following link: www.floridahealthstat.com. Once you reach that website:

1. Choose "Facility Locator" at the top left of the screen.
2. Choose "Search by Proximity".
3. Enter the address of the proposed facility and search for each of the following provider types within one mile:

- Assisted Living Facilities
- Adult Family Care Homes
- Residential Treatment Facilities
- Intermediate Care Facilities for the Developmentally Disabled

4. Print out the search results for each of the above categories.

STEP 3: Obtain a list of community residential homes licensed by the Agency for Persons with Disabilities by visiting www.apd.myflorida.com. Once you reach that website:

1. Choose "Area Offices"
2. Click on the area link that contains the county in which you plan to locate the home.
3. Call the local office number 954 467-4218, and ask to speak with someone in licensing.
4. Obtain a list of the licensed community residential homes in the area of the proposed home.

STEP 4: Submit the lists of community residential homes (as described in Steps 1, 2, and 3) to local government zoning officials in your area, along with the completed and notarized DCF Form #1786.

STEP 5: Submit a copy of the date stamped 1786 form or a letter acknowledging receipt of it by the local government with your license application packet to your local DCF licensing unit.

*(For homes with six or fewer residents, no further action is required as related to notification of local government.)

STEP 6: Notify the local government when license is issued.

If you have any questions, please contact your local DCF office at 954 767-5031, or via email @ Vickie_hess@dcf.state.fl.us

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Mission: Protect the Vulnerable, Promote Strong and Economically Self-Sufficient Families, and Advance Personal and Family Recovery and Resiliency