



State of Florida  
Department of Children and Families

Jeb Bush  
Governor

Lucy D. Hadi  
Secretary

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**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:** 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](http://www.floridahealthstat.com). Once you reach that website:

1. Choose “Facility Information” at the top 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 (with 14 or fewer beds) 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 2:** Contact your local DCF office at \_\_\_\_\_ to request a list of DCF-licensed community residential homes in your area.

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

1. Choose “Area Offices”
2. Click on the area link that contains your county.
3. Call the local office number and ask to speak with someone in licensing.
4. Obtain a list of the licensed community residential homes in your area.

**STEP 4:** Submit the lists of community residential homes (as described in Steps 1, 2, and 3) to local zoning officials in your area.

**STEP 5:** Complete and notarize the attached affidavit and submit it with your license application packet.

**STEP 6:** After the home is granted a DCF license, notify local zoning officials that the home is licensed by DCF **as soon as the home receives its first resident.**

If you have any questions, please contact your local DCF office at \_\_\_\_\_.

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