

**PINAL COUNTY
PROCEDURES FOR MANUFACTURED HOME, PARK MODEL, AND FACTORY
BUILT BUILDING PERMITS**

Applicant provides:

1. Name of owner, mailing address and telephone number.
2. Name of the tenant, mailing address, and telephone number (if applicable).
3. Name of installer, mailing address, telephone number and license number.
4. Assessor tax parcel number, legal description or a recorded deed with legal (if split through a minor land division).
5. Three (3) site plans, to scale, with property dimensions and location map, must include setback footage from the front, sides, and rear of the proposed improvement to the property line (the setback should be measured from either the **property line** or **future road right-of-way**, whichever is **more** restrictive), location of any washes on the property. North arrow and driveway must be clearly indicated.
6. Name of the utility providers (electric, water, gas, sewer, or septic permit number).
7. Existing use of the property and the proposed use.
8. Manufactured home installation requires:
 - a) Unit manufacturer, serial number, size, year, date the unit entered the state and inspection date for utilities;
 - b) Dealership name, address, and telephone number;
 - c) Accessory structures require plans to be submitted with the application.
9. If property is located within a hazardous flood zone (A or AO), contact Pinal County Public Works Department at 520-866-6411.
10. Application fees:

Manufactured Homes	\$150.00
Park Models	\$150.00
Factory Built Building	\$400.00
Zoning	\$ 50.00

**PERMITS TAKE TEN TO FOURTEEN WORKING DAYS TO PROCESS ONCE
WE HAVE RECEIVED ALL INFORMATION**