

PINAL COUNTY
PROCEDURES FOR MOBILE HOME 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) plot plans, to scale, with property dimensions and location map, must include setback footage from the front, side, 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. Mobile home installation requires:
 - a) Unit information, manufacturer, serial number, size, year, date the unit entered the state and inspection date for utilities;
 - b) Dealership information, 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), an elevation certificate and the manufacturer's specifications for tie downs are required.
10. Application fees:

Mobile/Manufactured Homes	\$150.00
Use/Zoning/Addressing	\$ 50.00
Development (improvements in hazardous flood zone)	\$100.00

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