NAVAJO COUNTY BUILDING DEPARTMENT

100 East Code Talkers Dr Holbrook, Arizona 86025 Ph (928)524-4100 Fax (928) 524-4122	1100 E Thornton Rd Show Low, Arizona 85901 Ph (928) 532-6040 Fax (928) 532-6044	2188 West Country Club Dr. Overgaard, Arizona 85933 Ph (928) 535-7110 Fax (928) 535-7114

MANUFACTURED HOME PERMIT APPLICATION

** See Checklist of Documents Required to Process your Application*

Property Information

Assessor's Parcel Number :	Construction Address :
City : State :	Zoning :
Property Owner's Name :	Phone :
E-mail Address :	Preferred Contact : ☐ Homeowner ☐ Contractor
List Any Existing Buildings on the Property at Present :	

Manufactured Home Information

Unit Manufacturer :	Date of Manufacture :
Unit Serial Number A :	Unit Serial Number B :
Unit Serial Number C :	Number of Bedrooms :
Snow Load :	Number of Bathrooms :
Snow/Roof Documents Provided :	Snow Waiver : ☐ Yes ☐ No
Septic System Installed ? ☐ Yes ☐ No	Septic Permit Number :
Gas Line :	Meter Loop :

Allowable Zoning Lot Coverage % :	Total Lot Area - sq ft :	Floor Area - sq ft (include all buildings) :	Total Lot Coverage % :

Installer Information

Installers Name :	Installers Address :
License # :	Installers Phone :
City :	State : Zip :

Dealer Information

Dealers Name :	License # :
Dealers Mailing Address :	Dealers E-mail Address :
Dealers Phone : City :	State : Zip :

Higher elevations within Navajo County have specific Roof/Snow Load Requirements. Permitting requires the manufacturers snow load information to insure the proper placement of homes and accessories base on the snow load studies specific to the area of placement. Homes which do not meet the standard will require an accessory "snow roof" constructed over the home. Additional permitting will be required in these instances.

Dealer Signature : **Date :**

(OR) Owners Certification :

I hereby certify that I have read and examined this application and the pertaining documents, and know same to be true and correct.

Owner / Agent Signature : **Date :**

Date: ☐ / ☐ / ☐

County Date Stamp :

MANUFACTURED HOME SUBMITTAL PLAN CHECKLIST

* PLEASE CHECK EACH BOX BELOW TO INDICATE ITEMS INCLUDED IN YOUR SUBMITTAL PACKAGE. INCOMPLETE SUBMITTALS WILL RESULT IN A TIME DELAY FOR PROCESSING. *

PROJECT INFORMATION

Submitted by :	Phone # :
Site Address :	E-mail :
Parcel # :	☐ Manufactured Home Application Submitted
☐ Site Plan : Two (2) Copies of Site Plan drawings	
☐ Project Location	☐ Setbacks with Dimensions
☐ Driveway Location	☐ Dimensions of Property Lines
☐ Septic System Location with Dimensions	☐ Distance from Adjacent Buildings
☐ North Arrow, Legend, & Scale	☐ Easements
	☐ Sq Ft of Structures
☐ Additional Required Documentation.	
☐ Title / Official Ownership Documentation to the Home	☐ Documentation of Septic System
☐ Deed to Property if Recently Acquired	☐ Floor Plan (not required for Park Model)
☐ Electric Plan	☐ Roof Snow Load Requirement (not required for Park Model)

☐ Applicant / Owner has verified that the subject submittal is in compliance with CC&R's, HOA, and/or POA or any deed restrictions.

TO BE COMPLETED BY NAVAJO COUNTY

Navajo County Department Approval	Building Department Comments
☐ Verify ROC (Registrar of Contractor) License	_____
☐ Navajo County Engineering Department	_____
☐ Navajo County Flood Control	_____
☐ Navajo County Planning & Zoning	_____
Reviewed By : _____	
Date Reviewed :	

Navajo County Building Department 1100 E. Thornton Road, Show Low, AZ 85901
Phone: (928) 532-6040 Fax: (928) 532-6044
www.navajocountyaz.gov