



Development Services / [permits@maranaaz.gov](mailto:permits@maranaaz.gov)

11555 West Civic Center Drive / Marana, AZ 85653

Ph (520) 382-2600 / Fax (520) 382-2641 / [maranaaz.gov](http://maranaaz.gov)

<b>APPLICATION CHECKLIST</b>	<b>MANUFACTURED HOME</b>
<b>BASIC SUBMITTAL REQUIREMENTS</b>	
<input type="checkbox"/> Completed Application	
<input type="checkbox"/> Owner authorization letter if applicable	
<input type="checkbox"/> Submittal fee	
<input type="checkbox"/> Compliance with the following standards: <ul style="list-style-type: none"> <li>o Built to standards set by the United States Department of Housing and Urban Design (HUD)</li> <li>o Units built prior to June 16, 1976, are prohibited in the Town of Marana</li> <li>o Homeowners cannot complete their own installations</li> <li>o All work must be completed by installers licensed by the Department of Fire, Building &amp; Life Safety</li> </ul>	
<input type="checkbox"/> License classification	
<input type="checkbox"/> Completed Manufactured Home Subcontractor Supplement Form, if applicable	
<input type="checkbox"/> Business License for all contractors and sub-contractors	
<input type="checkbox"/> Site Plan (2 sets) <ul style="list-style-type: none"> <li>o Lot lines</li> <li>o Existing structures</li> <li>o Size and location of proposed structure dimensioned from lot lines and between structures</li> <li>o Proposed utility location</li> </ul>	
<input type="checkbox"/> Title of the home or bill of sale, for used homes only	
<input type="checkbox"/> Floor Plan – with labels and dimensions (2 sets)	
<input type="checkbox"/> Additional plans for accessory items such as attached coolers, decks, patio covers, etc. (2 sets)	
<input type="checkbox"/> Provide one of the following regarding sewer service <ul style="list-style-type: none"> <li>o Sewer receipt issued by the appropriate jurisdiction                Pima County RWRD – (520) 724-6503                Town of Marana – (520) 382-2600</li> <li>o For new septic systems, a copy of the Construction Authorization                Pima County Building and Site Development – (520) 724-9900</li> <li>o For existing septic systems, a copy of the septic verification                Pima County Building and Site Development (520) 724-9900 or <a href="mailto:buildingsafetyadmin@pima.gov">buildingsafetyadmin@pima.gov</a>  <a href="http://onbase.pima.gov/publicaccess/DS/datasourcetemplate.aspx?MyQueryID=239">http://onbase.pima.gov/publicaccess/DS/datasourcetemplate.aspx?MyQueryID=239</a></li> </ul>	
<input type="checkbox"/> Floodplain Use Permit may be required from Town of Marana Engineering Department (520) 382-2600	
<input type="checkbox"/> Contact the appropriate jurisdiction for water service requirements Marana Water (520) 382-2570      Tucson Water (520) 791-3242      Metro Water (520) 575-8100	
<b>FOR OFFICIAL USE ONLY</b>	
Permit No. _____	Date Received _____
Revision Date 6/16/2016	