



**DEPARTMENT OF FIRE, BUILDING AND LIFE SAFETY**

1110 WEST WASHINGTON, SUITE 100  
PHOENIX, ARIZONA 85007  
602) 364-1003  
(602) 364-1052 FAX

OFFICE OF ADMINISTRATION \* OFFICE OF MANUFACTURED HOUSING \* OFFICE OF STATE FIRE MARSHAL

March 1, 2016

**MEMORANDUM**

This is a follow-up to the notice on our website pertaining to Yavapai County as an IGA.

QUESTION	ANSWER
Where do I go to get my permits?	<b>Planning and zoning permits</b> - Yavapai County
	<b>Installation permit</b> – Department of Fire, Building and Life Safety “DFBLS”. The permit application <b>MUST</b> include copies of the Yavapai County permit(s). Visit the Department’s website at <a href="http://www.dfbls.az.gov">www.dfbls.az.gov</a> to submit the permit application or submit at the address above.
Who will do my inspections?	For installation permits issued by Yavapai County <b>prior to February 1<sup>st</sup></b> . Yavapai County will continue to conduct your inspections.
	For installation permits issued by DFBLS after February 1st, Department inspectors will conduct the inspections.
Does Yavapai County allow pre-HUD homes in their County?	<b>NO</b> - Homes built prior to June 15, 1976 are not allowed to be installed in Yavapai County.
Does Yavapai County require skirting?	<b>YES</b> – All manufactured homes in Yavapai County require skirting.
Is a Geotechnical Engineering Report required for Yavapai County?	<b>POSSIBLY</b> – Manufactured Homes and Factory Built Buildings are exempt from Yavapai County’s Geotechnical Engineering Report requirement. <b>See additional information below.</b>

**NOTE: As an installer of a manufactured home or factory built building you are responsible for the installation, soil and site work. All work must be done to the codes adopted by the Board of Manufactured Housing:**

CODE	BRIEF DESCRIPTION
STATE OF ARIZONA R4-34-803	A licensee that contracts with a consumer for an installation shall perform or contract for any site preparation necessary to make the site compatible with the manufactured home, mobile home or factory-built building to be installed.
IRC R401.2	Fill soils that support footings and foundations shall be designed, installed and tested in accordance with accepted engineering practice.
HUD 24 CFR 3285 3285.301	Foundations for manufactured home installations must be designed and constructed in accordance with this subpart and must be based on site conditions, home design features, and the loads the home was designed to withstand, as shown on the home’s data plate.
HUD 24 CFR 3285 3285.202 (f)	If the soil appears to be composed of peat, organic clays, or un-compacted fill, or appears to have unusual conditions, a registered professional geologist, registered professional engineer, or registered architect must determine the soil classification and maximum allowable soil bearing capacity.