

**Town of Florence
Community Development**

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TOWN SERVICES

Building Safety
868-7573

Community Development
868-7575

Finance
868-7624

Fire
868-7609

Grants
868-7513

Human Resources
868-7545

Library
868-8311

Municipal Court
868-7514

Parks and Recreation
868-7589

Police
868-7681

Public Works
868-7620

Senior Center
868-7622

Town Attorney
868-7557

Utility Billing
868-7680

Water/Wastewater
868-7695

**State of Arizona Department of Fire, Building and Life Safety
Manufactured Home Installation w/Attached Accessory Structure**

An accessory structure is under State jurisdiction if it is attached to the home. Attached means nailed, screwed, lagged, stapled, glued, or anything other than caulking or cosmetic.

If an attached accessory structure is installed at the time of the home installation, or is installed in a location where awnings and/or skirting are a requirement, it will need to be shown on the installation plans that are being submitted. (Example: the home going into a park that requires awning and skirting within 90 days, or the Town has an ordinance stating all homes within the Town limits must have skirting).

Once it has been determined that there are going to be awnings, skirting or other accessory structures attached to the home, the Town will decide if it requires State approved plans.

If the contractor goes to Home Depot, Lowes, or another lumber company and buys materials to build all or part of the accessory structure on site, State approved plans are always required. If it is retaining earth (a pit set or partial pit set) State approved plans (foundation plan) are required.

If installing an attached accessory structure that has "ICBO" manufacturers installation instructions that are drawn and stamped by an engineer and it comes in a kit or something like a kit, State approved plans are not required, however, the manufacturers installation instructions/engineering must be submitted with the application to the Town and have a copy on site for inspection. (Example: "W" pan aluminum awnings and vinyl skirting that you see on manufactured homes all over the state).

If the manufacturers installation instructions/engineering are on site and there are several pages and/or options for installation, the contractor should be on site to show the inspector where in the book of instructions the correct diagram is. The inspector should not have to spend more than a few minutes looking at instructions for accessory structures. Some of the instructions have 70 plus pages to sift through to find the correct bracket to attach the legs to the rails. The installer should know what method is being used and be able to point it out to the inspector. It is suggested to only submit and have on site the pages that are pertinent to the permit.

If you have any question, please contact the Building Safety Department at 520-868-7573.