Manufactured Home
Park Model
Modular

Before calling you will need:
- A touch-tone telephone
- A site-specific Permit Number
- An Inspection Code(s)

Inspection Request
Directions and User’s Guide

Manufactured Home

Pinal County Community Development
Building Safety Division

Inspection Line
(520) 866-6299 or (800) 208-6897 ext. 6299
Choose from the following:

Press (1) Schedule an Inspection
Press (2) Reschedule or Cancel an Inspection
Press (3) Retrieve Inspection Results
Press (4) Receive Plan Review Information
Press (5) Request copy of Cert. of Occupancy
Or Certificate of Installation
Press (0) Speak to a Representative
Press(#) End Call

Schedule an Inspection (1)

Press 1 for Building Permit

*If your permit starts with PER, press 1
(Enter 7 digit numeric portion of permit)

*If your permit has an E, S, W, or N as the
third character, press 2
(Enter 6 digit numeric portion of permit)

OR

Press 2 for Mobile Home, Modular or Park Model Permit
(Enter 5 digit numeric portion of permit)

NEXT

Enter the 2 digit Inspection Code or you may hear
a list of inspection codes by pressing (*)

Select the Inspection Date. You can schedule your
inspection up to 3 days ahead, please keep in mind
the cut off time to schedule an inspection is 12:00 am
(midnight) for the same business day.

Press 1 to leave a message for inspector or Press 2
to leave no message.

To hear confirmation and hang up, press 1
To schedule another inspection on this permit, press 2
To schedule an inspection on different permit, press 3

Reschedule or Cancel an Inspection (2)

• Press 1 for Building Permit
• Press 2 for Mobile Home, Modular or
Park Model Permit

• Enter the 2 digit Inspection Code

To cancel inspection, press 1
To reschedule inspection, press 2

Retrieve Inspection Results (3)

• Press 1 for Building Permit
• Press 2 for Mobile Home, Modular,
or Park Model Permit

• Enter the 2 digit Inspection Code

After you have listened to the inspection
results, if necessary, you will be able to:

• Press 5 to reschedule inspection
• Press 1 to end call
• Press 2 to hear more results
• Press 3 to hear results on different
permit
• Press 4 to return to Main Menu
• Press 9 to repeat Menu

Receive Plan Review Information (4)

• If your permit starts with PER, press 1
(Enter 7 digit numeric portion of permit)

• If your permit has an E, S, W, or N as the
third character, press 2 (Enter 6 digit
numeric portion of permit)

After you have listened to the plan review
status, you will be able to:

• Press 5 to have copy of plan review
results faxed to you
• Press 1 to end the call
• Press 2 to repeat plan review information
• Press 3 to receive plan review
information on different permit
• Press 4 to return to Main Menu
• Press 9 to repeat Menu

Certificate of Occupancy (5)

• Press 1 for Certificate of Occupancy
(Enter 7 digit numeric portion of permit)

• Press 2 for Certificate of Installation
(Enter 5 digit numeric portion of permit)

After verification that Certificate can be
issued you will be able to:

• Press 5 to receive a fax copy of your
Certificate.
• Press 1 to end call
• Press 2 to repeat information
• Press 3 to check status on another permit
• Press 4 to return to Main Menu
• Press 0 to speak with staff
• Press 9 to repeat Menu