

**MANUFACTURED HOME INSTALLATION, SITE IMPROVEMENT,
LANDSCAPING, or REMODELING PERMIT**

SUNDANCE 2
1837 N. Thornton Rd
Casa Grande, AZ
85122

Date _____

Site # _____

Resident Name: _____

This is your Request/PERMIT for Site Improvement, Landscaping or Modifications as defined in this written request and attached drawing. Approval is based on current requirements and is not subject to any prior conditions.

This approved permit is to be displayed on the site where the work is being conducted. DO NOT begin without written approval. Modifications/Improvements done without proper approval shall be removed at the resident's expense.

By signing this permit, guest acknowledges that they are complying with Sundance 2 rules and regulations and the requirements set-forth by the City of Casa Grande. If a Casa Grande building permit is required a copy is needed for our files.

No changes are allowed that would negatively affect the grading of your site or drainage patterns on adjacent lots.

Construction debris must be properly disposed of within five (5) days of completion of project. If not done, the park will remove or have the debris removed and charge you. Fee will be determined by amount of debris that must be removed and by what means of disposal.

Resident Signature

Date

Sundance Representative

Date

Final:

Sundance Representative

Date

MANUFACTURED HOME SITE IMPROVEMENT, LANDSCAPING, or REMODELING PERMIT

Date: _____

Site # _____

Name: _____

I hereby submit the following request for approval:

Description and/or attached list of items required to accomplish project:

Project will be completed by:

(If commercial vendors are used submit names and contractor license number)

Signature

Date

MANUFACTURED HOME SITE IMPROVEMENT, LANDSCAPING, or REMODELING PERMIT

Check-List

IMPORTANT NOTICE

Failure to obtain an approved *Sundance 2 Site Improvement Permit* or failure to conform to City of Casa Grande Building requirements will result in removal of the unauthorized or illegal improvements at resident's expense.

This checklist may not contain all applicable Rules and Regulations pertaining to Manufactured Home Installation, Site Improvement, Landscaping, and or Remodeling.

Each resident that is conducting a site improvement job is responsible for discovering all Rules and Regulations applicable to the specific situation.

Most site improvements will require authorization from the City of Casa Grande Building Department and/or Sundance 2 prior to the start of work. Failure to obtain this authorization or follow the rules, regulations, and/or requirements will result in the removal, at owner's expense, of any unauthorized or non-conforming improvements.

Sundance 2 reserves the right, without notice, to amend this checklist as deemed appropriate or necessary by Management or Ownership.

General Information & Permits

1. ____ In order to work within Sundance 2 all contractors must be licensed, bonded, and insured. Management may require a copy of these documents prior to the starting of the project or any time during or after.
2. ____ The contractor will be required to complete a “specifications rules & regulations” conference with Management.
3. ____ A *Sundance 2 Site Improvement Permit* request for Manufactured Home installation, site improvements, landscaping and/or remodeling must be completed and submitted to Sundance 2 Management. This permit is to be reviewed and approved prior to starting work. Drawing and/or diagrams must accompany this request.
4. ____ Please allow at least five business days for review of the *Sundance 2 Site Improvement Permit*. In case of a technical request or if the manager is out of the office for an extended time, 15 to 20 days or more may be needed for approval. You will be notified when a completed review is ready.
5. ____ An approved *Sundance 2 Site Improvement Permit* is to be kept at the work area on your lot prior to starting/and during the work.
6. ____ Resident and his contractor(s) are responsible for obtaining proper City of Casa Grande permits prior to beginning any work - copies are to be provided to the office.
7. ____ All work must be done in compliance with the City of Casa Grande Building Code.
8. ____ If requesting to paint your Manufactured Home, please provide paint samples for the main part of the home as well as the trim.

Storage Units / Sheds

1. ____ Manufactured Home sheds must be unitized, floor-to-ceiling and under the awning. Construction must be similar in material, design and color of the manufactured home.
2. ____ Shed must be constructed of wood material.
3. ____ The shed color must match the color of the manufactured home.

Manufactured Homes

1. ____ All Manufactured Homes must be approved in writing before placement on a site.
2. ____ Manufactured home tie-downs are required and are to be installed as set forth by the City of Casa Grande Building Code.
3. ____ The age and condition of the Manufactured Home is to be approved by Sundance 2 Management.

Awning/Patio Covers

1. ____ Awnings must be installed within sixty days.
2. ____ Awnings must be constructed of heavy gauge metal per City of Casa Grande and must extend the full length of the Manufactured Home.
3. ____ Awnings must be securely anchored.
4. ____ Awnings must be of new material and include a unitizing color matching strip across the front cover of the unit.
5. ____ Exceptions must be approved by management.

Concrete

1. ____ Residents are not required, or expected, to enlarge the size of the existing concrete pad.
1. ____ Existing concrete pad may be enlarged with approval of Sundance 2 Management.
2. ____ Sundance 2 will not provide reimbursement, in any form, for expenses relating to the removal or addition of concrete pads.
3. ____ Concrete cannot be poured within the five-foot easement at the rear of the site.
4. ____ All concrete work must meet the City of Casa Grande Building Code.

Arizona or Screen Rooms

1. ____ Arizona or Screen Room must be floor-to-ceiling, under awning, construction similar in material, design and color to the manufactured home.

2. ____ Any addition of an Arizona or Screen room must be by an approved, licensed contractor.
3. ____ A permit for the construction of these rooms must be obtained from the City of Casa Grande Building Department.
4. ____ The *Sundance 2 Site Improvement Permit* application is to include interior improvements and all door and window openings.
5. ____ The City of Casa Grande Building Department requires an approved copy of the *Sundance 2 Site Improvement Permit* to be submitted with the application for the building permit.

Air Conditioners

1. ____ Evaporative (“swamp”) coolers are not permitted.
2. ____ The location and installation of air conditioner units are to be in accordance with the City of Casa Grande Building Code.
3. ____ Air conditioners, heating units, solar panels, etc. are not permitted on roofs unless approved by the management of Sundance 2.

Requirements for Fencing

Vinyl fencing may be permitted, to be erected by the approved contractor only to keep a cohesive appearance. See the manager for the contact information of the approved contractor.

Any fences against the wall need a gate on each side and may run all the way to the wall. For inside lots one gate is necessary by City of Casa Grande standards.

All fences need to be within the setbacks of the lot except those against the back wall that can go all the way to the wall.

Please fill out an improvement form and submit to the park manager for approval. The manager will come to your site and make sure you are both in agreement on the placement and that it is within the setbacks before work begins. A final approval will be given once the work is done and put in your file showing the fencing was approved.

If you have any additional questions please see the park manager.

**MANUFACTURED HOME SITE IMPROVEMENT, LANDSCAPING, or
REMODELING PERMIT**

Addendum

SUNDANCE 2
1837 N. Thornton Rd
Casa Grande, AZ
85122

Date _____

Site# _____

Resident Name: _____

This is an addendum to your permit for Site Improvement, Landscaping or Modifications as defined in this written request and attached drawing.

Resident accepts responsibility for any changes made to structure or landscaping which cause drainage issues on yours or adjacent lots; including adding underground drains if deemed necessary to keep water flowing properly and prevent damage to surrounding structures and landscaping. This will be your responsibility to add, repair or correct.

Resident Signature

Date