



# City of Victorville

## Development Department

Planning ♦ **Building** ♦ Code Enforcement ♦ Business License ♦ Animal Control

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planreview@victorvilleca.gov

### Mobile Home on Permanent Foundation Plan Submittal Requirements

#### Complete submittal shall include all items listed below:

- Provide copy of grant deed for property (same name as owner)
- Provide title search for mobile home/manufactured home  
(If there is a lien holder on the title report, the lien holder must give written consent for the placement of the unit on a permanent foundation system. The lender's letter should provide the serial number and APN or address.)  
EXCEPTION: Not required for new mobile homes.
- Provide plot plan with all setback dimensions and accessory structures, such as garage or carport (see attached)  
(Please make sure that size of mobile home, setbacks, covered parking, lot size, lot coverage percentage, and type of skirting are clearly stated on the plot plan.)
- Provide grading plans, one Joshua Tree Inspection Report and one Application for Engineering Requirements if installing a new or used mobile home on a new lot.
- Photos of mobile home and front yard; landscape plans shall be provided if evidence of landscaping meeting current code requirements is not provided.
- Provide manufacturer's installation instructions and HCD approved foundation system signed by a licensed California Engineer
- Complete HCD Form 433A in full and submit to Building Division (same name as owner)
- Pay State fee of \$11.00 per section (check made out to "HCD")
- Pay County recording fee of \$99.00 (check made out to "San Bernardino County Recorder")
- Surrender certificate of title and registration, along with any license plates or decals issued by HCD or DMV.  
EXCEPTION: Not required for new mobile homes.

I, \_\_\_\_\_, certify that all items listed above have been submitted.  
(Please print name)