

# APPLICATION FOR MANUFACTURED HOME INSTALLATION PERMIT

Return all forms to:

**CITY OF HUTCHINSON**  
**Building Department**  
111 Hassan Street SE  
Hutchinson, MN 55350  
Phone: (320) 234-4216  
Fax: 320-234-4240

*Office Use Only*

Date Received: \_\_\_\_\_ Permit No. \_\_\_\_\_  
City PID: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_  
Addition: \_\_\_\_\_  
Occupancy Group \_\_\_\_\_ Census No. \_\_\_\_\_  
  
Fees: Mfg. Home Permit \_\_\_\_\_  
Surcharge \_\_\_\_\_  
TOTAL \_\_\_\_\_

Forward to Utilities: \_\_\_\_\_

## *Inspections Required*

Anchoring  Footing  Underside Inspection Prior to Skirting  Skirting   
Labels  Progress  Climate Zone  Appliances  Final

**To be Completed by Licensed Installer**

**Applicant must fill out all information on this form that is applicable to the project - please type or print**

### **SECTION 1 - DIRECTORY INFORMATION**

Project Street Address: \_\_\_\_\_ Lot No.: \_\_\_\_\_  
Owner: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_

### **SECTION 2 - INSTALLATION OF MANUFACTURED/MOBILE HOME**

Year: \_\_\_\_\_ Make/Model: \_\_\_\_\_ Serial No.: \_\_\_\_\_  
Installer's Name \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Installer's Signature: \_\_\_\_\_ Installer's License No.: \_\_\_\_\_  
Scope of Work: \_\_\_\_\_

**Separate Plumbing & Mechanical Permits are Required**

### **SECTION 3 - NOTIFICATION OF GOPHER STATE FOR EXCAVATION BEFORE DIGGING**

Minnesota Statute Chapter 216D requires that the **EXCAVATOR** must call Gopher State One-Call, Inc. At **1-800-252-1166** at least 48 hours before beginning any excavation. It is important to avoid striking any underground utility, telephone, cable television, or water and sewer lines. Hand digging is required when excavating within two feet of the markings.

**IMPORTANT: BY SIGNING THIS DOCUMENT, I AM INDICATING THAT I HAVE RECEIVED THIS NOTICE AND AGREE TO ACCEPT RESPONSIBILITY FOR EITHER CALLING GOPHER STATE ONE-CALL OR NOTIFYING MY EXCAVATOR TO CALL 48 HOURS PRIOR TO EXCAVATING.**

**(See Other Side)**

**SECTION 4 – SITE PLAN DRAWING** (To be drawn by applicant/contractor in space provided below.)

Drawing shall indicate lot lines, street names, existing and proposed structures, setback dimensions, Relate drawing to North arrow shown below. If necessary, use a separate sheet of paper.

North  
↑

**R-5 Manufactured Home Park Zoning Setbacks**

| Use                | Front | Rear | Main Entry Side | Secondary Entry Side | Interior Side | Corner Side |
|--------------------|-------|------|-----------------|----------------------|---------------|-------------|
| Mobile Home        | 25    | 10   | 25              | 10                   | -             | -           |
| Accessory Building | 50    | -    | -               |                      | 5             | 20          |
| Parking Setbacks   | 5     |      |                 |                      |               |             |

Check with staff regarding specific park setbacks.

No mobile house, parking space, or accessory building may be located within 30 feet of the exterior boundary of a mobile home park. Except for Country Club Terrace which is 5 ft. (Variance 8/2001)

See the Mobile Home Installation Check List for more information on requirements. [Department of Labor and Industry](#)

**SECTION 5 - APPLICANT/OWNER SIGNATURE**

I hereby certify that I have completed, read and examined this application and know the same to be true and correct, I accept responsibility for compliance with all applicable laws, notifications, and city provisions. The granting of this permit does not presume to give authority to violate or cancel the provision of any other state or local law regulating construction or the performance of construction.

This permit may become null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

**For inspections call (320) 234-4216**

This is an application only. Permit will be issued after City review and payment of fees.

Authorized Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_