



7100 147<sup>th</sup> Street West  
Apple Valley, MN 55124-9016

Telephone (952) 953-2588  
Fax (952) 953-2515  
www.cityofapplevalley.org

### **New Manufactured Home Installation**

1. Allow eight to ten days for plan review.
2. An inspection of supports, tie-downs, and utility connections is required before installing skirting.
3. A final inspection is required when all work is complete. The electrical inspection by the state must be completed before the City final inspection. Water hook up is included with the building permit.
4. Other structures that are in disrepair must be removed from the lot before the lot inspection. Other structures in good condition may remain on the lot as long as proper setbacks are maintained and they are not in violation of any other ordinance.
5. **Minimum setbacks:**
  - Front – Fifteen (15) feet from face of curb.
  - Side or rear - Twenty (20) feet from any adjacent home or other attached structure.
  - Other - Five (5) feet from any storage shed.
6. Supply a copy of the manufacturer's installation instructions for all homes manufactured after June 14, 1976.
7. Manager Approval Form must be signed by the park manager. Original signature is required.
8. Show the dimensions from your home to any adjacent homes or other structures and from curb to front of home or use the back of this application.

### **Alterations or Modifications to Existing Manufactured Homes:**

1. Allow eight to ten days for plan review.
2. Plans shall include a plan view and a section view of the structure. If the structure is commercially manufactured, include a copy of the manufacturer's informational brochure.
3. Submit a signed original of the Manager Approval from the park manager approving the changes.
4. On the attached drawing, show the proposed location of the addition or accessory structure in relation to your home. Show dimensions between the addition or structure and the adjacent homes or other existing accessory structures.
5. Attached additions include, but are not limited to, living space, stoops, decks, utility boxes, awnings, patio covers, carports, and screened porches. Additions shall be suitably anchored to the ground.  
**Setbacks are front – Fifteen feet from face of curb or set back the same distance as the front of the home unit, whichever is greater.**
6. Garages and carports shall be anchored to the ground by approved means. One garage or carport allowed per home. **Setbacks include 15 from face of curb or same as setback for home, whichever is greater. Side is 6 feet from your home and 10 feet from any adjacent homes or other structures.**
7. Fences shall not exceed 6 feet in height. **Minimum setbacks are 15 feet from face of curb.** A 3 foot wide gate may be required between homes to provide for emergency access to rear doors or yard areas. Latches on gates shall be operable from both sides of the gate and may not be locked.
8. Storage sheds shall be **setback in front – 30 feet from face of curb and side and rear – 5 feet from your home and 5 feet from adjacent homes or structures.** Maximum size for a shed will be 100 square feet and maximum height is 10 feet. Sheds shall be anchored to the ground by approved means.  
**One shed allowed per home.**

9. Deck landings shall be built 8 inches below the threshold of the door and shall be a minimum of 36 inches by 36 inches. Deck lumber shall be treated or naturally decay resistive. Setbacks are the same as the additions.
10. Any alteration of a manufactured home may require removal of state seals. If seals must be removed, you may apply for replacement seals by contacting the State Building Code Department, Manufactured Home Division.

**This handout is written as a guide and shall not be considered a complete set of requirements.**

## MOBILE HOME PARK OWNER/MANAGER APPROVAL

This approval form must be signed by the park owner or manager before the city of Apple Valley can approve your permit application and issue your permit.

NAME OF PARK \_\_\_\_\_

ADDRESS OF PROPOSED WORK \_\_\_\_\_

LOT NUMBER \_\_\_\_\_

NAME OF RESIDENT \_\_\_\_\_

APPROVE CONSTRUCTION OF \_\_\_\_\_

\_\_\_\_\_

The undersigned agrees that he/she has reviewed the proposed work for the above mentioned address, and to the best of their knowledge agrees that the proposed work is in conformance with all rules of the mobile home park.

Title \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Print Name \_\_\_\_\_

NOTE: Approval from the Park Management does not give authorization to proceed with construction. Building permits must first be obtained from the City of Apple Valley before any work can begin.