



City of Kingman

310 NORTH FOURTH STREET • KINGMAN • ARIZONA • 86401 • (928)753-5561
www.cityofkingman.gov

HUD Manufactured Home Installation Permit Submittal Requirements

Applications for all HUD Manufactured Home projects must contain the following information (additional information may be required):

- 1) One (1) Completed State or County Manufactured Home Building Installation Permits Application Form. We will accept the state, city or county forms.
- 2) One (1) Complete MH- Contractor Information Form (if required). We will accept the state, city or county forms.
- 3) One (1) 8 1/5"X11" Scaled Plot Plan of property showing the proposed Manufactured Home Building, Accessory Structures and Utility locations for Single family Residential Manufactured Home Building. Commercial projects are required to provide a copy of a City of Kingman Approved Site Plan for the project.
- 4) One (1) City of Kingman Sewer Connect Permit or Completed Septic Permit Approval from Mohave County.
- 5) One (1) Completed Grading Permit Form (if required).
- 6) One (1) Completed Flood Control Permit Application Form (if required).
- 7) Two (2) Sets (one with Original Red- Stamp) of OMH Approved Plans for the Manufactured Home Building.
- 8) Two (2) Sets (One with Original Red-Stamp) of OMH Approved Plans Engineered Footing/ Foundations for the Manufactured Home Building (Site Specific Plans Only).
- 9) Two (2) Sets (One with Original Red Stamp) of OMH Approved Plans for Any Attached Accessory Structures (Site Specific Plans only) (if required).
- 10) One (1) Copy of all Approved plans must be provided to the locals Fire District (when required).

Notes:

- Upon Inspection of the Project Site, a Soils Report and /or Compaction report may be required prior to footing approval.
- Attached or Detached Accessory Structures such as stairways, decks, awnings, sheds, carports, garages, etc., not having State Approved plans and/or included in the original contract with the initial permit will require a separate City of Kingman permit and will be reviewed to the City of Kingman adopted Building Codes.
- An Arizona Licensed Contractor is required for all Factory-Built building and all Construction Work related to the project.
- A certificate of occupancy is required prior to any Use or Occupancy of the HUD Manufactured Home.
- Carbon Monoxide Alarms / Smoke Detectors are required per City of Kingman Ordinance No. 1607.
- Lot surveys are required with application for the Planning and Zoning review. Boundary markers must be in place at time of inspection.

S:Arizona State office of Manufactured Housing May
2012