



## Manufactured Dwelling - NOT IN A PARK Checklist

These are the permits needed for a New Manufactured Dwelling (Not in Park) from Construction Services:

New Manufactured Dwelling (Not in Park)	Plumbing (Exterior Only) - 1 or 2 Family Dwelling
Sitework & Foundation – 1 or 2 Family Dwelling	Gas Piping (New Service) - 1 or 2 Family Dwelling
Deck – 1 or 2 Family Dwelling	Electrical – Apply through the State of Minnesota
Erosion Control Residential	

A HUD Approved Manufactured Dwelling is a structure that meets the following criteria:

- Transportable and built on a permanent chassis
- At least 8' wide and 40' long in traveling mode or at least 320 square feet when erected on site
- Has a HUD label permanently applied on the exterior of each section
- Complies with MNSBC Chapter 1350
- Only used as a single-family residence with no attached structures (decks, garages, etc).
- Complies with the manufacturer's installation guide

The following will need to be provided in PDF format when applying for this permit on ePlace:

These documents may be uploaded to multiple permit applications.

1. **Site Plan** - See [Site & Survey Packet](#) for more information
2. **Site Survey** - See [Site & Survey Packet](#) for more information
3. **Foundation Plan** – Depending on type, this may require engineering documentation. (Separate Permit)
4. **Anchoring Plan** - Submit information provided by manufacturer of the anchoring system.
5. **Manufacturers Installation Guide** for specific home (year & model number) being installed.
6. **Floor Plan** of home being installed (must show exterior door locations)
7. **Deck Plans** – plan, elevation views, stairs. (Separate Permit)

### Additional Info:

**Foundation Types:** New Engineered Slab, Existing Engineered Slab, Frost Depth Footings, or Ground Set. See Installation Manual for what is allowed for the building.

**Anchor Plan:** See Installation Manual for what is allowed for the building. There are several types.

**Installation Guide:** Provided by the seller. It may also be found online.

**Floor Plan:** May be found in the Installation Manual or ask for a plan from the seller of the home.

**Deck and stairs are required at all exterior doors.** Cannot be attached to the home. See [Deck Packet](#) for extra help.

**Plumbing and Gas Piping Work:** To be completed by a licensed professional.

**A Manufactured Home Installer must be Licensed by the State of Minnesota. Have the installer's license number, email, and phone number ready when applying on ePlace.** Homeowners may apply for the installation of their own home on their private property by submitting a [Notice to Owners Completing their own Manufactured Home Installation](#) (setting home on foundation) form.

Additional permits may be needed in addition to the above. Call specific department with any questions.

Planning Department Permits	Life Safety Department Permits	Engineering Department Permits
218-730-5580	218-730-4380	218-730-5200
Shoreland, Special Use, etc.	Rental Properties	Excavation - Digging in the right-of-way

If the manufacturer's installation manual for the home is unavailable, check MN DOLI CCLD Manufactured Homes Section website at <https://www.dli.mn.gov/business/manufactured-structures>, where many manuals may be accessed, or contact the manufacturer. When installation manuals are unavailable, then installation shall comply with the Federal Installation Standards 24CFR3285 and CFR3286, or MN Rule 1350 and the MN State Building Code. A COPY OF THE MANUAL MUST ALSO BE MADE AVAILABLE TO THE INSPECTOR AT THE JOBSITE.