City of Coon Rapids

Manufactured Home Permit Application

OFFICE USE ONLY:

Property Address _____ Permit # _____

The Applicant is:	Manufactured home will be:
☐ Current Homeowner ☐ New Homebuyer ☐ Realtor ☐ Bank Representative ☐ Mortgage Company Representative ☐ Other:	☐ Sold (need seller's inspection) ☐ Installed (need installation inspection)

Property Owner/Purchasing Party or Bank Information *(if bank owned)*

Name _____ Contact Person _____

Address _____ Unit # _____

City _____ State_____ Zip _____ Phone # _____

Realtor or Bank/Mortgage Co Representative

Business Name _____ Contact Person _____

Address _____
Number and Street Name City State Zip

Phone _____ Cell _____ Fax # _____

Application Requirements

Model Number or Name	**Year**
VIN	**Body Color**
Width	**Trim Color**
Length	**Skirting Type & Color**

- ☐ **Floor Plan –** Attach a floor plan of the unit and a sketch showing the distances from the street to the unit, from the unit to adjacent units, and the size and location of the patio, parking spaces, and shed.
- ☐ **Bring this application, payment, and drawings** to the Coon Rapids Building Inspections Department, 11155 Robinson Dr, between 8 a.m. and 4 p.m. to obtain a permit.
- ☐ **Inspection** – After a permit is obtained, the unit must be inspected. An adult representative must be present when the inspection is performed.
- ☐ **Certificate of Occupancy** – when inspection passes, a Certificate of Occupancy will be issued with a duplicate provided to the Park Manager.

Permits may be required for electrical, plumbing & mechanical work under the Minnesota State Building Code.
Please discuss any plans for corrections with the Building Inspections Dept. staff to ensure proper permits are in place prior to beginning work.

Comments:

_____
_____
_____
_____
_____

Payment can be made to the City of Coon Rapids by Cash, Check, Visa or Mastercard
Questions or Scheduling
(763) 767-6476 Fax (763)767-6573
Online inspection results can be reviewed at:
epermits2.logis.org

Permit becomes void if inspection is not scheduled within 30 days of application. Permits issued and Inspections made by the City are a public service and do not constitute any representation, guarantee, or warranty, either implied or expressed, to any person as to the condition of the building or conformance to applicable construction codes. It is the responsibility of the applicant to call the Coon Rapids Inspections Division at 763 767-6476 to schedule an inspection. **The Undersigned acknowledges that this application has been read and that the above is correct and agrees to comply with all the ordinances and laws of the City of Coon Rapids.**

Applicant's Signature_____ Date_____