

## Manufactured / Mobile Home Placement Checklist

### Previous TR Overlay Zone / Mobile Home Park Checklist

1. Site plan – must meet regular zone setbacks, show all improvements on the lot, and any proposed structural attachments to the unit. If in a mobile home (MH) park, must meet setbacks stated in Art. 314 – 10 feet front/rear, 5 feet sides (10 feet between units). *Exception: Setbacks in the Sun Valley MH Park – 5 feet on all sides.*
2. If a mobile home is proposed on a parcel, there must have been one on the property as shown on the Assessor's records within the last 12 months prior to date of the new set-up permit application. *This does not apply within MH parks, or within the Sun Valley and High Desert Plan areas.*
3. Age of unit – 1976 or newer, *except in MH parks and within the Sun Valley and High Desert Planning Areas.*
4. Must have at least a single car carport (*This does not apply within MH parks, or within the Sun Valley and High Desert Planning Areas.*) Property owner can apply for a variance in accordance with WCDC Article 804, Variances, if it is consistent with the surrounding neighborhood.
5. Appearance of the external siding and roofing material must be compatible “with the neighborhood site built homes.” (WCDC Secs. 312.10.e & 312.35). Reflective metallic roofing is not allowed.
6. Notify the applicant by way of stamping the plans that the MH:
  - a. Must be on a permanent foundation.
  - b. Must be converted to real property.
  - c. Must have skirting from bottom of unit to the ground, or to the top of a solid concrete or masonry perimeter foundation.
  - d. Transportation hitch and wheels must removed and be moved off-site or placed under trailer and hidden by the skirting or perimeter foundation.
7. RVs and travel trailers, including park models (an up-scale RV that are built to ANSI standards, usually less than 400 square feet in size, and are single-wide), are not mobile homes, as they are not built to HUD housing standards.
8. New placement not allowed in GC, NC, TC, I, OS, PSP, & PR zones.

### Manufactured Homes Not in TR Overlay Zone

1. Site plan – must meet regular zone setbacks, show all improvements on the lot, and any proposed structural attachments to the unit.
2. Can be placed anywhere except where restricted by Covenants, Conditions and Restriction (CC&Rs) and/or deed restrictions. **NOTE:** A statement “Certifying Compliance with Covenants, Conditions or Restrictions and/or Deed Restrictions Concerning the Placement of a Manufactured Home on Property” is required (WCDC Sec. 312.20.c) from the applicant. Have them fill out attached affidavit form.

3. As of the time of building set-up permit application, the unit must be constructed within the last 6 years (may require a copy of the purchase agreement, the manufacturer Certificate of Origin, or a certified letter from the manufacturer).
4. Must be at least 1,200 square feet in size, unless they meet the requirements in WCDC Sec. 312.30.
5. Must be at least a double wide.
6. Must have a pitched roof with projecting eaves (6-inch min.) on all 4 sides. Roofing materials must meet IBC standards. Metal roofs must be non-reflective.
7. Exterior siding must be non-metallic, and the same as stick-built houses in materials and appearance.
8. RVs and travel trailers, including park models (an up-scale RV that are built to ANSI standards, usually less than 400 square feet in size, and are single-wide), are not mobile homes, as they are not built to HUD housing standards.
9. Must have at least a single car garage – no carport allowed. *This does not apply within MH parks, or within the Sun Valley and High Desert Planning Areas.*
10. Notify the applicant by way of stamping the plans that the MH:
  - a. Must be on a permanent foundation.
  - b. Must be converted to real property.
  - c. Must have skirting from bottom of unit to the ground, or to the top of a solid concrete or masonry perimeter foundation.
  - d. Transportation hitch and wheels must removed and be moved off-site or placed under trailer and hidden by the skirting or perimeter foundation.
11. New placement not allowed in GC, NC, TC, I, OS, PSP, & PR zones.



**Affidavit**

**Certifying Compliance with  
Covenants, Conditions or Restrictions and/or  
Deed Restrictions Concerning the Placement  
of a Manufactured Home on Property**

STATE OF NEVADA    )  
  )  
COUNTY OF WASHOE )

I, \_\_\_\_\_,  
being duly sworn, depose and say that I am an owner of property identified as  
Assessor's Parcel Number \_\_\_\_\_ and that I certify that the placement  
on that parcel of land of a manufactured house complying with the provisions of Article  
312, Section 110.312.05(b)(1) of Chapter 110 of the Washoe County Code is not  
prohibited by any Covenants, Conditions or Restrictions; Deed Restrictions; or Negative  
Covenant that may be applicable to the parcel as of the date of this affidavit.

\*Owner refers to the following: (Please mark appropriate box.)

- Owner/Joint Owner
- Corporate Officer/Partner
- Power of Attorney (Provide copy of Power of Attorney.)
- Agent (Provide notarized letter from property owner giving legal authority to agent.)
- Letter from Government Agency with Stewardship

Signed \_\_\_\_\_

\_\_\_\_\_  
(print name)

Address \_\_\_\_\_

Subscribed and sworn to before me  
this \_\_\_\_\_ day of  
\_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public in and for said county and  
state

My commission expires: \_\_\_\_\_

(Notary stamp)