

Town of Kentwood
Dept. of Public Works
David Sellers, Superintendent
308 Ave G
Kentwood, LA 70444

Mobile Home Checklist

1. Mobile Home Permit is \$150.00 and must be paid before the permit will be issued to the customer.
2. The Building official will have to inspect a used mobile home.
**Inspection of Mobile home is Fifty Dollars (\$50.00) within 15 miles of Kentwood, if any farther 20 cents per mile will be added to the inspection fee.
3. Building Official must verify in writing that mobile home meets Town of Kentwood requirements.
4. All property owners must sign the application for the moving permit.
5. Land where the mobile home will be located must be zoned for a mobile home.
6. Connection to Town of Kentwood's water and sewer system must be made on individual basis.
7. Used Mobile Homes must be built within 15 years from the date of the mobile home application.
8. Mover must notify the Town of Kentwood at least 48 hours in advance. Mobile Homes can only be moved between the hours of 7 am- 4pm , Monday-Friday .
9. Proof of insurance must be furnished to the Town of Kentwood. Only a state licensed and fully insured driver is allowed to move and tow a mobile home on the streets of the Town of Kentwood.
10. Mobile Homes must be skirted and anchored according to federal codes and must bear the label or seal of compliance with the Federal Manufactured Home Construction and Safety Standards.
11. A moving permit expires within 30 days after the date of issuance.
12. Bill of Sale or purchase agreement required for application

Town of Kentwood- Mobile Home Application

Date: _____

Location Property Address: _____

Name of Property Owner: _____

Mailing Address (if different) : _____

Name of Mobile Home Owner: _____

Mailing Address: _____

Mobile Home Serial/Vin# _____ Year _____ Size _____ x _____

Lot Zoned for Mobile Home _____ Yes _____ No

*******ZONING REQUIREMENTS*******

No. of Units Installed on Single Lot	Minimum Lot Width	Minimum Lot Area	Minimum Lot Area Used Per Unit	Front Setback Distance	Side Setback Distance	Rear Setback Distance
1	50 ft.	5000 sq. ft	5000 sq. ft	20ft.	5 ft.	5ft.

Signature of Applicant (Mobile Home Owner) _____

_____ Date

*****Office Use Only*****

Fee\$ _____ Cash/Check/Money Order

Sewer/Water Inspection _____
 Zoning _____
 Anchoring _____

M.H. Inspection _____
 Site Inspection _____
 Skirting Inspection _____

Approved:

_____ Building Inspector

Date: _____

*****MOBILE HOME PERMIT APPLICATION MUST BE FILED BEFORE HOUSE TRAILER CAN BE MOVED INTO KENTWOOD*****

Name & address of Mover/Co. _____
Phone number of mover _____ Tel. No. _____

Address where mobile home will be located: _____

Name of mobile home owner: _____ Tel. No. _____

Name of property owner: _____ Tel. No. _____

MOBILE HOME/MANUFACTURED HOUSING CHECKLIST

- _____ 1. Must be located in an approved zoning district.
- _____ 2. Lot has a minimum of 5,000 sq ft. and 50 feet frontage.
- _____ 3. Proper side, front, and rear yard setback.
- _____ 4. Proper anchoring/tie downs for Windload 2 Hurricane Zone must be in place before trailer can be occupied.
- _____ 5. Must have properly installed non-see through skirting on all sides of trailer.
- _____ 6. A metal label or seal must be affixed to mobile home showing that it was built after June 15, 1976 in compliance with Federal standards or must meet minimum Town Housing Standards. If no seal is affixed, an electrical inspection must be performed by a licensed electrician and their credentials must accompany the application.
- _____ 7. Individual water and sewer hook-ups must be made to town systems and not to another house or mobile home. Check with Clerk's Office for applicable fees.
A. Water, Sewer and Pipe Connections will be at owner's expense
- _____ 8. Inspection of mobile home (inside and out) must be made to assure that it meets compliance with minimum housing codes, particularly related to health and safety. Electrical, plumbing, mechanical systems, roofing, flooring, windows and exits must be in good, safe condition.
- _____ 9. An electrical permit must be obtained from City Hall before unit is occupied.
- _____ 10. Permitted hours for moving a mobile home in the Town of Kentwood are between 7 A.M. and 4 P.M.

Town of Kentwood Mobile Home Permit

This is to certify that the following specified mobile home owned by

to be located at

Mobile Home Serial/Vin # _____ Size _____ x _____ Color _____

is hereby approved and may be moved in the Town of Kentwood

Building Official

Date