

Steps to move a Mobile Home

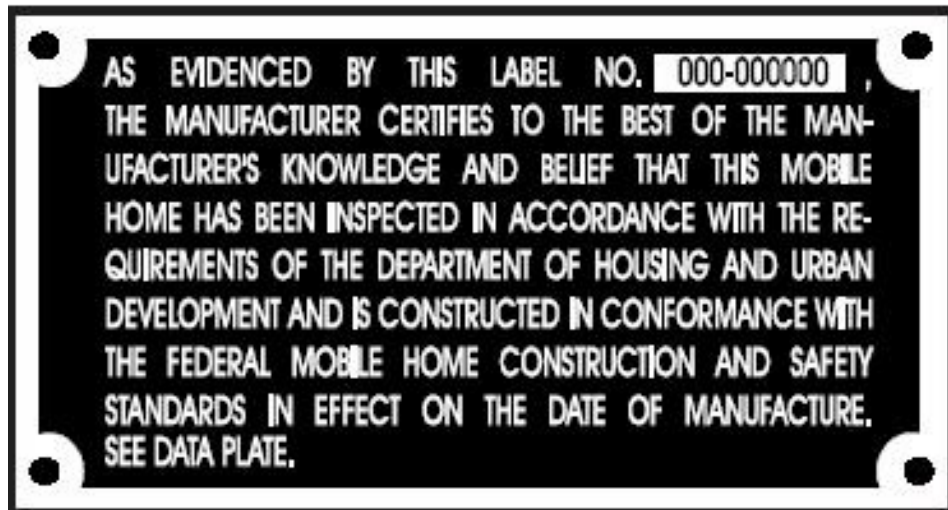
- Requirements
 - Mobile Home Permit must be applied for. Information required; location, title, signature of park owner.
 - Mobile homes shall have an insignia of compliance with HUD standards and manufacture.
 - Mobile homes shall meet the standards set forth in the 2009 International Property Maintenance Code.
 - Section 7.20 of the Lexington Zoning Code must be met.
 - A final inspection will need to be completed before occupancy of the structure.

- Inspection of the Mobile Home
 - Contact the Development Services Department to arrange an inspection of the Mobile Home before moving. An inspection fee will be determined, the inspection fee shall be paid with the permit application fee.
 - City staff will not inspect mobile homes outside of the zoning jurisdiction.
 - If the proposed mobile home is outside of the jurisdiction an inspection report from a Certified Building Inspector must accompany the permit application.

CITY OF LEXINGTON
BUILDING DEPARTMENT

CITY OF LEXINGTON PO Box 70, Lexington, NE 68850 Phone: 308-324-2341 Ext. Fax: 308-324-4590			
MOBILE HOME PERMIT			
OWNER			
Name:		Mailing Address:	
City:		State:	Zip:
Phone:	Fax:	Cell:	E-Mail:
CONTRACTOR / INSTALLER			
Name:		Mailing Address:	
City:		State:	Zip:
Phone:	Cell Phone:	City License No.:	
MOBILE HOME DETAILS			
Job Address:			
Type of Structure:		Mobile Home Court:	Serial Number:
Year:	Manufacturer:	Size	Date Expected to Mobile Home Court:
Comments:			
<p>It is the responsibility of the owner to tie the mobile home at each corner and in the middle of the mobile home stand as required by the Lexington city code, within forty-eight (48) hours after it's placement and agree to skirt the mobile home within thirty (30) days after it's placement.</p>			
APPROVAL			
<p>I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance or construction.</p>			
Contractor Signature: _____		Date: _____	
Owner Signature: _____		Date: _____	
OFFICE USE ONLY			
Date Rec'd:	Issued By:	FEES CHARGED	FEES PAID

Examples of HUD sticker



City of Lexington Property Maintenance Report

Owner Name:

Property Location:

Inspection by:

<u>Violation</u> (X)	<u>Code Description</u>	<u>Comments</u>
	<i>Chapter 3 – General Requirements</i>	
	<i>Section 304 Exterior Structure</i>	
	304.1 GENERAL. The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.	
	304.2 PROTECTIVE TREATMENT. All exterior surfaces, including, but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted.	
	304.3 PREMISES IDENTIFICATION. Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property.	
	304.4 STRUCTURAL MEMBERS. All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads.	
	304.6 EXTERIOR WALLS. All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.	
	304.7 ROOFS AND DRAINAGE. The roof and flashing shall be sound, tight, and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.	
	304.9 OVERHANG EXTENSIONS. All overhang extensions, including canopies, marquees, signs, metal awnings, fire escapes, standpipes and exhaust ducts shall be maintained in good repair and be properly anchored so as to be kept in sound condition.	
	304.10 STAIRWAYS, DECKS, PORCHES AND BALCONIES. Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.	
	304.12 HANDRAILS AND GUARDS. Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.	
	304.13 WINDOW, SKYLIGHT AND DOOR FRAMES. Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight. All glazing materials shall be maintained free from cracks and holes. Every window, other than a fixed window, shall be easily openable and capable of being held in position by window hardware.	
	304.14 INSECT SCREENS. From May 1 and October 1, every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored, shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch (16 mesh per 25 mm) and every swinging door shall have a self-closing device in good working condition. Exceptions: Screens shall not be required where other approved means, such as air curtains or insect repellent fans, are employed.	
	304.15 DOORS. All exterior doors, door assemblies and hardware shall be maintained in good condition. Locks at all entrances to dwelling units, rooming units and guest rooms shall tightly secure door.	
	304.18 BUILDING SECURITY. Doors, windows or hatchways for dwelling units, room units or housekeeping units shall be provided with devices designed to provide security for the occupants and property within.	

	<p>304.18.1 DOORS. Doors providing access to a dwelling unit, rooming unit or housekeeping unit that is rented, leased or let shall be equipped with a deadbolt lock meeting specifications set forth herein. Such deadbolt locks shall be operated only by the turning of a knob or key and shall have a lock throw of not less than 1-inch. For the purpose of this section, a sliding bolt shall not be considered an acceptable deadbolt lock. Such deadbolt locks shall be installed according to manufacturer's specifications and maintained in good working order. All deadbolt locks required by this section shall be designed and installed in such a manner so as to be operable inside of the dwelling units, rooming unit or housekeeping unit without the use of a key, tool, combination thereof or any other special knowledge or effort.</p>	
	<p>304.18.2 WINDOWS. Operable windows located in whole or part within 6 feet (1828 mm) above ground level or a walking surface below that provide access to a dwelling unit, rooming unit or housekeeping unit that is rented, leased or let shall be equipped with a window sash locking devices.</p>	
	<p>Section 305 Interior Structure</p>	
	<p>305.1 GENERAL. The interior of a structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition. Every OCCUPANT shall keep that part of the structure he occupies or controls in a clean and sanitary condition. Every OWNER of a structure containing a rooming house, hotel, dormitory, two or more dwellings units, shall maintain in a clean and sanitary condition, the shared or public areas of the structure and the exterior property.</p>	
	<p>305.2 STRUCTURAL MEMBERS. All structural members shall be maintained structurally sound, and be capable of supporting the imposed loads.</p>	
	<p>305.3 INTERIOR SURFACES. All interior surfaces, including windows and doors, shall be maintained in good, clean and sanitary condition. Peeling, chipping, flaking or abraded paint shall be repaired, removed or covered. Cracked or loose plaster, decayed wood and other defective surface conditions shall be corrected.</p>	
	<p>305.4 STAIRS AND WALKING SURFACES. Every stair, ramp, landing, balcony, porch, deck or other walking surface shall be maintained in sound condition and good repair.</p>	
	<p>305.5 HANDRAILS AND GUARDS. Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.</p>	
	<p>305.6 INTERIOR DOORS. Every interior door shall fit reasonably well within its frame and shall be capable of being opened and closed by being properly and securely attached to jambs, headers or tracks as intended by the manufacturer of the attachment hardware.</p>	
	<p>Section 307 Handrails and Guardrails</p>	
	<p>307.1 GENERAL. Every exterior and interior flight of stairs having more than four risers shall have a handrail on one side of the stair and every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface which is more than 30 inches (762 mm) above the floor or grade below shall have guards. Handrails shall not be less than 30 inches (762 mm) high or more than 42 inches (1067 mm) high measured vertically above the nosing of the tread or above the finished floor or the landing or walking surfaces. Guards shall not be less than 30 inches (762 mm) high above the floor of the landing, balcony, porch, deck or ramp or other walking surfaces. Exception: Guards shall not be required where exempted by the adopted building code.</p>	
	<p>Chapter 4 - Light, Ventilation and Occupancy Limitations</p>	
	<p>Section 402 Light</p>	
	<p>402.1 HABITABLE SPACES. Every habitable space shall have at least one window of approved size facing directly to the outdoors or to a court. The minimum total glazed area for every habitable space shall be 8 percent of the floor area of such room. Wherever walls or other portions of a structure face a window or any room and such obstructions are located less than 3 feet (914 mm) from the window and extend to a level above that of the ceiling of the room, such window shall not be deemed to face directly to the outdoors nor to a court and shall not be included as contributing to the required minimum total window area for the room. Exception: Where natural light for rooms or spaces without exterior glazing areas is provided through an adjoining room, the unobstructed opening to the adjoining room shall be at least 8 percent of the floor area of the interior room or space, but not less than 25 sq. ft. (2.33m²). The exterior glazing area shall be based on the total floor area being served.</p>	
	<p>402.2 COMMON HALLS AND STAIRWAYS. Every common hall and stairway in residential occupancies, other than in one- and two-family dwellings, shall be lighted at all times with at least a 60-watt standard incandescent light bulb for each 200 square feet (19 m²) of floor area or equivalent illumination, provided that the spacing between lights shall not be greater than 30 feet (9144 mm).</p>	
	<p>402.3 OTHER SPACES. All other spaces shall be provided with natural or artificial light sufficient to permit the maintenance of sanitary conditions, and the safe occupancy of the space and utilization of the appliances, equipment and fixtures.</p>	

	Section 403 Ventilation	
	403.1 HABITABLE SPACES. Every habitable space shall have at least one openable window. The total openable area of the window in every room shall be equal to at least 45 percent of the minimum glazed area required in Section 402.1 Exception: Where rooms and spaces without openings to the outdoors are ventilated through an adjoining room, the unobstructed opening to the adjoining room shall be at least 8 percent of the floor area of the interior room or space, but not less than 25 square feet (2.33 m2). The ventilation openings to the outdoors shall be based on a total floor area being ventilated.	
	403.2 BATHROOMS AND TOILET ROOMS. Every bathroom and toilet room shall comply with the ventilation requirements for habitable spaces as required by Section 403.1, except that a window shall not be required in such spaces equipped with a mechanical ventilation system. Air exhausted by a mechanical ventilation system from a bathroom or toilet room shall discharge to the outdoors and shall not be recirculated.	
	403.3 COOKING FACILITIES. Unless approved through the certificate of occupancy, cooking shall not be permitted in any rooming unit or dormitory unit, and a cooking facility or appliance shall not be permitted to be present in a rooming unit or dormitory unit. Exception: Where specifically approved in writing by the code official.	
	403.4 PROCESS VENTILATION. Where injurious, toxic, irritating or noxious fumes, gases, dusts or mists are generated, a local exhaust ventilation system shall be provided to remove the contaminating agent at the source. Air shall be exhausted to the exterior and not be recirculated to any space.	
	403.5 CLOTHES DRYER EXHAUST. Clothes dryer exhaust systems shall be independent of all other systems and shall be exhausted outside the structure in accordance with the manufacturer's instructions. Exception: Listed and labeled condensing (ductless) clothes dryers.	
	Section 404 Occupancy Limitations	
	Chapter 5 - Plumbing Facilities and Fixture Requirements	
	Section 502 Required Facilities	
	502.1 DWELLING UNITS. Every dwelling unit shall contain its own bathtub or shower, lavatory, water closet and kitchen sink which shall be maintained in a sanitary, safe working condition. The lavatory shall be placed in close proximity to the door leading directly into the room in which such water closet is located. A kitchen sink shall not be used as a substitute for the required lavatory.	
	503 Toilet Rooms	
	503.1 PRIVACY. Toilet rooms and bathrooms shall provide privacy and shall not constitute the only passageway to a hall or other space or to the exterior. A door and interior locking device shall be provided for all common or shared bathrooms and toilet rooms in multiple dwelling.	
	503.4 FLOOR SURFACE. In other than dwelling units, every toilet room floor shall be maintained to be a smooth, hard, nonabsorbent surface to permit such floor to be easily kept in a clean and sanitary condition.	
	504 Plumbing Systems and Fixtures	
	504.1 GENERAL. All plumbing fixtures shall be properly installed and maintained in working order, and shall be kept free from obstructions, leaks and defects and be capable of performing the function for which such plumbing fixtures are designed. All plumbing fixtures shall be maintained in a safe, sanitary and functional condition.	
	504.2 FIXTURE CLEARANCES. Plumbing fixtures shall have adequate clearance for usage and cleaning.	
	504.3 PLUMBING SYSTEM HAZARDS. Where it is found that a plumbing system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, inadequate venting, cross connection, backsiphonage, improper installation, deterioration or damage or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard.	
	505 Water System	
	505.1 GENERAL. Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. All kitchen sinks, lavatories, laundry facilities, bathtubs and showers shall be supplied with hot or tempered and cold running water in accordance with the International Plumbing Code.	
	505.2 CONTAMINATION. The water supply shall be maintained free from contamination, and all water inlets for plumbing fixtures shall be located above the flood-level rim of the fixture. Shampoo basin faucets, janitor sink faucets and other hose bibs or faucets to which hoses are attached and left in place, shall be protected by an approved atmospheric-type-vacuum breaker or an approved permanently attached hose connection vacuum breaker.	

	505.3 SUPPLY. The water supply system shall be installed and maintained to provide a supply of water to plumbing fixtures, devices and appurtenances in sufficient volume and at pressures adequate to enable the fixtures to function properly, safely and free from defects and leaks.	
	505.4 WATER HEATING FACILITIES. Water heating facilities shall be properly installed, maintained and capable of providing an adequate amount of water to be drawn at every required sink, lavatory, bathtub, shower and laundry facility at a temperature of not less than 100 degrees F (43 degrees C). A gas-burning water heater shall not be located in any bathroom, toilet room, bedroom or other occupied room normally kept closed, unless adequate combustion air is provided. An approved combination temperature and pressure-relief valve and relief valve discharge pipe shall be properly installed and maintained on water heaters.	
	506 Sanitary Drainage System	
	506.2 MAINTENANCE. Every plumbing stack, vent, waste and sewer line shall function properly and be kept free from obstructions, leaks and defects.	
	Chapter 6 - Mechanical and Electrical Requirements	
	Section 602 Heating Facilities	
	602.1 FACILITIES REQUIRED. Heating facilities shall be provided in structures as required by this section.	
	602.2 RESIDENTIAL OCCUPANCIES. Dwellings shall be provided with heating facilities capable of maintaining a room temperature of 68 degrees F (20 degrees C) in all habitable rooms, bathrooms and toilet rooms based on the winter outdoor design temperature for the locality indicated in Appendix D of the International Plumbing Code. Cooking appliances shall not be used to provide space heating to meet the requirements of this section. Exception: In areas where the average monthly temperature is above 30 degrees F (-1 degree C), a minimum temperature of 65 degrees F (18 degrees C) shall be maintained.	
	Section 603 Mechanical Equipment	
	603.1 MECHANICAL APPLIANCES. All mechanical appliances, fireplaces, solid fuel-burning appliances, cooking appliances and water heating appliances shall be properly installed and maintained in a safe working condition, and shall be capable of performing the intended function.	
	603.2 REMOVAL OF COMBUSTION PRODUCTS. All fuel-burning equipment and appliances shall be connected to an approved chimney or vent. Exception: Fuel-burning equipment and appliances which are labeled for unvented operation.	
	603.3 CLEARANCES. All required clearances to combustible materials shall be maintained.	
	603.4 SAFETY CONTROLS. All safety controls for fuel-burning equipment shall be maintained in effective operation.	
	603.5 COMBUSTION AIR. A supply of air for complete combustion of the fuel and for ventilation of the space containing the fuel-burning equipment shall be provided for the fuel-burning equipment.	
	603.6 ENERGY CONSERVATION DEVICES. Devices intended to reduce fuel consumption by attachment to a fuel-burning appliance, to the fuel supply line thereto, or to the vent outlet or vent piping therefrom, shall not be installed unless labeled for such purpose and the installation is specifically approved.	
	Section 604 Electrical Facilities	
	604.1 FACILITIES REQUIRED. Every occupied building shall be provided with an electrical system in compliance with the requirements of this section and Section 605.	
	604.2 SERVICE. The size and usage of appliances and equipment shall serve as a basis for determining the need for additional facilities in accordance with the ICC Electrical Code. Dwelling units shall be served by a three-wire, 120/240 volt, single phase electrical service having a rating of not less than 60 amperes.	
	604.3 ELECTRICAL SYSTEM HAZARDS. Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacle and lighting outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard.	
	Section 605 Electrical Equipment	
	605.1 INSTALLATION. All electrical equipment, wiring and appliances shall be properly installed and maintained in a safe and approved manner.	

	605.2 RECEPTACLES. Every habitable space in a dwelling shall contain at least two separate and remote receptacle outlets. Every laundry area shall contain at least one grounded-type receptacle or a receptacle with a ground fault circuit interrupter. Every bathroom shall contain at least one receptacle. Any new bathroom receptacle outlet shall have ground fault circuit interrupter protection.	
	605.3 LIGHTING FIXTURES. Every public hall, interior stairway, toilet room, kitchen, bathroom, laundry room, boiler room, and furnace room shall contain at least one electric lighting fixture.	
	607 Duct Systems	
	607.1 GENERAL. Duct systems shall be maintained free of obstructions and shall be capable of performing the required function.	
	Chapter 7 Fire Safety Requirements	
	Section 702 Means of Egress	
	702.1 GENERAL A safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the public way. Means of egress shall comply with the International Fire Code.	
	702.4 EMERGENCY ESCAPE OPENINGS. Required emergency escape openings shall be maintained in accordance with the code in effect at the time of construction, and the following. Required emergency escape and rescue openings shall be operational from the inside of the room without the use of keys or tools. Bars, grilles, grates or similar devices are permitted to be placed over emergency escape and rescue openings provided the minimum net clear opening size complies with the code that was in effect at the time of construction and such devices shall be releasable or removable from the inside without the use of a key, tool or force greater than that which is required for normal operation of the escape and rescue opening.	
	Section 704 Fire Protection Systems	
	704.1 GENERAL. All systems, devices and equipment to detect a fire, actuate an alarm or suppress or control a fire or any combination thereof shall be maintained in an operable condition at all times in accordance with the International Fire Code.	
	704.2 SMOKE ALARMS. Single or multiple-station smoke alarms shall be installed and maintained in Groups R-2, R-3, R-4 and in dwellings not regulated in Group R occupancies, regardless of occupant load at all of the following locations: 1) On the ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms. 2) In each room used for sleeping purposes. 3) In each story within a dwelling unit, including basements and cellars but not including crawl spaces and uninhabitable attics. In dwellings or dwelling units with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full story below the upper level. Single or multiple station smoke alarms shall be installed in other groups in accordance with the International Fire Code.	

CITY OF LEXINGTON, NEBRASKA

BY:

DATE _____

CODE OFFICIAL

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