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## Building Department Handout

### GENERAL INFORMATION MANUFACTURED/MODULAR HOMES

This information is provided to help in preparing applications to obtain the required building permits for **Manufactured/Mobile and Modular construction on Residential, Commercial, or Mobile Home Park lots in City of Fernley**. Please review this information and the application carefully. Incomplete applications cannot be accepted and held while missing information is gathered. Incomplete applications inadvertently accepted may be returned.

The Nevada Division of Manufactured Housing (DMH) is the primary authority regarding Manufactured Homes (aka mobile homes). The DMH requires their own permit before the **state inspector** approves and “safety seals” the set-up of the unit.

Regulations for MH setup are available from their Carson City office or online :

[https://housing.nv.gov/ManfHousing/PIP/Permits/Plans/Inspections\\_Forms/](https://housing.nv.gov/ManfHousing/PIP/Permits/Plans/Inspections_Forms/)

A **Modular Unit (IBC)** referred to as a “kit” or field assembled type unit is treated as either Residential (stick-built) or commercial structure. This type conforms to the standards of the International Building or Residential Code. The main difference for Manufactured (MH) and Modular (IBC) are inspections are performed and approved at the factory prior to the units being shipped. A MH is inspected at the factory through agreements and modular are inspected in the field within the assembly process. The City will inspect Modular units through the normal residential or commercial application process, but the applicant must provide all the construction documents and to include the Nevada Engineering.

The City of Fernley issues permits to install Mobile/Manufactured Homes (MH) residence. City building **permits are required before** the MH may be brought onto the lot. The city **inspectors** approve certain aspects such as setbacks, utilities, stairs & landings, conversion to real property and verifies the Certificate of Inspection (Safety Seal) is done before **occupancy**.

A MH can only be occupied as a **residence**. It cannot be permitted as a storage building, etc. Contact the Planning Department (775-784-9810) to ensure your lot and unit will work before any purchase or agreement has been signed.

Mobile/Manufactured Homes (MH) residences do **not** include a motor home, travel trailer or recreational vehicle, and these are **not** permissible residences.

A **residence must be the first building** permitted, constructed and approved for occupancy on a residential lot. Permits for accessory buildings can be issued at the same time as the MH permit, but cannot be approved for use prior to final approval of the residence.

Under Nevada law you may apply as an Owner/Builder if you hold title to the MH (except in Mobile Home Parks where a licensed installation contractor is required by NRS 118B.067).

All MH outside a Mobile Park requires a full perimeter concrete foundation. The foundation must have Nevada Engineering for the reinforced concrete (footing-stemwall). This foundation is included in the submittal and must be permitted by the City with approved Engineering.

No application can be accepted unless provisions for **water/sewer services** are addressed. Appropriate will serve letters from the utility provider, a well driller's contract, septic application with perc test data or evidence of existing utilities are required. Sewer/water facilities must be on the same lot as the building being served. State law establishes minimum lot sizes that may use a septic system (and an additional reserve leach area is required).

Electric service (minimum 4-wire, 100A) must be underground to the MH, installed and grounded per NEC and IRC. A supplement ground rod must be used unless a certified 25 omeps test is conducted and certified. An outside disconnect within 30 feet of (but **not** fastened to) the MH is required.

Lots in FEMA designated **flood hazard areas** requires you to furnish elevation certificates establishing finish floor heights and verifying that the installation results in all components subject to water damage (floor joists, wiring, etc.) are above flood levels. In some areas the certificate must be prepared by a licensed engineer or surveyor.

If there is no current access point, the properties accessing city, county, or state highways must furnish a copy of the appropriate **access/encroachment permit** from the City, County, or NDOT.

Site preparation involving mass grading of the lot (beyond excavation for building and utility lines or 50 cubic yards of fill) may require a **grading permit** currently issued by the Engineering Department

Each application must contain two copies of a neatly drawn, fully dimensioned site plan. The site plan must accurately locate all existing and proposed structures, utilities, driveway, easements, streets, etc. in relation to property lines and each other. Also, the lot drainage path is to be indicated by arrows. All buildings must be separated by at least 10 feet. Septic systems must be no closer than 8 feet to any structure, 10 feet from any property line and a minimum 100 feet from any sealed water well (150 feet if well not sealed).

Taxes on new dwelling construction and lot development have been adopted for roads, parks and schools. These taxes can amount to \$3400.00 and are in addition to building permit fees.

EXAMPLE:	Manufactured Home in a Residential District.....	Based Upon Value of Work
	MH Park Installation Permit.....	\$500
	Septic Permit.....	Value of Work
	Electric Service Permit.....	\$80
	Park Tax.....1% of price of MH, maximum of.....	\$1,000
	Road Tax.....	\$1,000
	School Tax .....	\$1,600
	Concrete Foundation Permit.....	\$250
	Estimated Permit Cost.....	\$4,500**

\*\* Does not include state fees, utility connection fees, grading permit or road access permits.