



MANUFACTURED HOME PERMIT APPLICATION

Community Development ~ Building Division
333 Broadalbin ST SW / Albany, OR 97321
(541) 917-7553 Fax (541) 917-7598

Applications may be obtained online at:

www.cityofalbany.net/comdev/building/permits.php

Job Site Information & Location: (Where the work is taking place)

Job Site Address: _____

Space #: _____ (If applicable) Park _____

Property Owner:

Owner Mailing Address: _____

City/State/Zip: _____

Phone #: _____

Applicant / Contact Information: (Permit owner)

Name of Applicant: _____

Mailing Address: _____

City/State/Zip: _____

Phone #: _____

E-mail: _____

Contractor Information:

Name of Contractor: _____

Mailing Address: _____

City/State/Zip: _____

Phone #: _____

Oregon CCB # _____

Manufactured Dwelling Installer #: _____

Limited Skirting Installer #: _____

Project Description:

I hereby certify 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.

Applicant Signature: _____

Print Name: _____ **Date:** _____

Office Use Only
Permit #:

See reverse side for Park Plot
Plan example.

CATEGORY OF CONSTRUCTION TYPE OF WORK	
<input type="checkbox"/> New	<input type="checkbox"/> Addition
<input type="checkbox"/> Replacement	<input type="checkbox"/> Repair
<input type="checkbox"/> Alteration	
REQUIRED DATA	
Project Valuation: _____	
Garage/Carport Valuation: _____	
Placement is: <input type="checkbox"/> In a park <input type="checkbox"/> On a private lot	
Number of Awnings:	
NOTICE	
LICENSING: Manufactured dwelling installers must have an Oregon MDI and Construction Contractors Board license under provisions of ORS 701.	
ASSOCIATED PERMITS: Homes that are further than 30' from utilities may require additional permits.	
NOTICE: PERMITS BECOME VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 180 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 180 DAYS AT ANY TIME AFTER WORK IS COMMENCED.	
PLAN SUBMITTAL REQUIREMENTS:	
<input type="checkbox"/> Manufactured homeowner's name, current address, and phone number. <p style="text-align: center;">And three sets of the following:</p> <input type="checkbox"/> Manufactured home floor plans including total square footage. <input type="checkbox"/> Building plans drawn to scale for carport/garage. <input type="checkbox"/> (MFH in a Park) Plot plan drawings of man home space and surrounding area; <p style="text-align: center;">OR</p> <input type="checkbox"/> (MFH on a Private lot) Plot plan drawings of property and surrounding area.	

