



**City of Duluth  
Construction Services & Inspections Division**

411 West First Street • Room 210 • Duluth, Minnesota • 55802-1194  
218-730-5300 • Fax: 218-730-5901 • www.duluthmn.gov/onestop/

An Equal Opportunity Employer

## Manufactured (HUD) Home Application and Checklist

*On a permanent foundation, not in a park*

- Site plan drawn to Construction Services' standards including indication of drainage patterns**
- Engineered foundation plan or foundation complying with *MN State Building Code***  
*Anchoring product specified by product make - must have prior approval from State of MN*
- Manufacturer's instruction manual for installation on proposed foundation type**  
*This is the same manual which must be provided to the buyer of the home*
- Manufacturer's specification for anchoring and support**  
*Anchoring product specified by product make - must have prior approval from State of MN*
- Anchoring manufacturer's instructions**
- Manufacturer's floor plan**
- Site specific elevations - four sides**
- If built on basement, MN Energy Code compliance must be demonstrated, see packet**
- If built on basement, waterproofing specification required**
- Erosion Control Permit Application (to City Engineering)**

Applicant Name	Phone	
Applicant Address		
Installation Site Address		
Legal Description		
Installer's Name	Phone	
Installer's Address		
Manufactured Home Installer's License Number		
Manufacturer's Name		
Manufacturer's Address		
Model Number	Size	Year Man'd
HUD NUMBERS		

*I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of law and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not give authority to violate or cancel the provisions of any other state or local law regulating manufactured home installations.*

Signature of Installer	and	Signature of Owner
Print Name		Print Name

**Incomplete applications will not be accepted**