



Pershing County Planning and Building Department

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Manufactured Home Setup Guide

This guide has been created to give an overview of the setup of a manufactured home in Pershing County. Please contact the Planning and Building Department with any questions or for more detailed information.

Permits

A manufactured home setup permit must first be obtained to install any manufactured home, new or used, in Pershing County. If a perimeter foundation or runners are not already in place, they must be installed and require an additional permit. Separate permits are also required to install septic systems and electrical service, if not already in place.

Permit costs are as follows:

| | |
|------------------------------------|-------|
| Manufactured home setup | \$125 |
| Manufactured home foundation | \$150 |
| Manufactured home runners | \$60 |
| Septic | \$125 |
| Electrical | \$50 |

Permits may be obtained by filing the appropriate applications with the Planning and Building Department. Applications must be complete to be accepted. Those determined to be incomplete will be returned to the applicant.

Installation Information and Requirements

Manufactured homes must be placed on either a perimeter foundation or on runners.

Manufactured homes must be set up according to all applicable state and county regulations.

Perimeter foundations, runners, septic systems, and utilities must be installed in compliance with county standards. The county has adopted the 2018 International Residential Code (IRC) for all aspects of construction except electrical work. The 2017 National Electric Code (NEC) has been adopted for electrical work.

Installation of the home itself must be done in compliance with the standards established by the Nevada Manufactured Housing Division. For detailed technical information on installing a home, please visit the Nevada Housing Division, Manufactured Housing at (housing.nv.gov).

Housing Division Carson City

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Carson City, NV 89706
Phone: (775)687-2240
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Toll Free: (800)227-4960
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E-Mail: NHDinfo@housing.nv.gov

Inspections

The Pershing County Planning and Building Department and the Nevada Manufactured Housing Division share the responsibility of inspecting manufactured housing in the county.

It is the responsibility of the permit holder to notify the appropriate agency that work is ready to be inspected. Do not cover or conceal any work until it has been inspected and approved.

County Inspections

The county inspects all the following which are applicable: foundations or runners, septic systems, and utility components.

Inspections should be scheduled 24 hours in advance, please contact the Planning and Building office to schedule a county inspection.

An inspection sheet will be left at the job site indicating if the work being inspected has been approved or has failed the inspection. If an inspection is failed, any portion of the work that does not comply with applicable codes must be corrected and then re-inspected.

The following inspections are required when applicable:

- Electrical, Water, Sewer and Gas Utilities: If any utility lines or equipment will be installed (such as electrical lines, gas, water or sewer piping, meters, panels boxes, etc.), they must be inspected by the county. Inspection should be done prior to covering or concealment, and before utilities are turned on.

- Septic System: If a septic system will be installed it must be inspected by the county. Inspection should be done after trenches are excavated and equipment has been installed, but prior to covering or concealment.
- Runners: If runners will be installed, they must be inspected by the county. Inspection should be done after trenches are excavated, any forms are erected, and rebar has been placed, but before concrete is poured. Rough grading should be done before this inspection.
- Foundation: If a perimeter foundation will be installed, two inspections are required:
 1. *Footing inspection:* to be done after trenches are excavated, any forms are erected, and rebar has been placed, but before concrete is poured. Rough grading should be done before this inspection.
 2. *Stem Wall inspection:* to be done after any forms are erected, rebar has been placed, and concrete for footing has been poured, but before concrete is poured for the stem wall.

(State inspection must be completed before the counties final inspection, see below for more information)

- Final: The final inspection is to be done after all work is complete and prior to occupancy. Finish grading must be complete and skirting in place. **A final inspection cannot be scheduled without a copy of the state safety certificate being submitted to the Planning and Building Department.** A certificate of occupancy will be issued to the homeowner when the final inspection is complete, and the home has been approved.

State Inspection

The Nevada Manufactured Housing Division inspects the following: installation and tie down of the home, connection of the home to utilities, and gas and electrical testing. An inspection by the Nevada Manufactured Housing Division is required for all manufactured home setups. Please contact them at the information listed on page 2 for additional information.

The state has requested inspections be scheduled approximately a week in advance. Please visit the Housing Division's website for current inspection fees as well as any other fees they may charge for your home. When a home is approved by the state, a seal will be attached to the home and two copies of a safety certificate will be given to the homeowner. One copy of this certificate **MUST** be submitted to the Planning and Building Department as evidence that the home was inspected and approved.