

# MOBILE HOME PARK PROJECTS

## NEW MOBILE HOME / GARAGES / SHEDS / ADDITIONS / DECKS

### CITY OF OSHKOSH DEPARTMENT OF COMMUNITY DEVELOPMENT

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**OBTAINING A BUILDING PERMIT:**

INSPECTION SERVICES DIVISION  
PHONE: 236-5050

OFFICE HOURS FOR PERMITS:  
7:30-8:30 am and 12:30-1:30 pm  
or by special appointment  
NORMAL OFFICE HOURS: 7:30 am-4:30 pm

**QUESTIONS ON ZONING REGULATIONS?**

PLANNING SERVICES DIVISION  
PHONE: 236-5059

OFFICE HOURS: 8 am - 4:30 pm

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Building permits are required for construction projects involving or performed on Manufactured Homes (Mobile Homes), the same as they are required for conventionally built homes. However, manufactured homes are located in Mobile Home Parks and the standards in these parks differ from the standards that apply in other residential zoning districts. The following information is intended to provide you with the basic building code standards that apply to the various projects commonly encountered with mobile homes.

### DEVELOPMENT STANDARDS

For any project involving the replacement of a new mobile home, addition to an existing home, installation of a carport, construction of a shed or deck; a **scaled and dimensioned site plan** must be prepared by the owner/contractor for review. This plan must show the size and boundaries of the mobile home plot; the location and size of the mobile home; location and size of the proposed project and the setbacks the home and proposed project will be to the boundaries of the individual mobile home plot. In addition, this site plan must also show the location and setbacks of the home and proposed project in relation to adjacent mobile homes (and any sheds, carports, decks, additions associated with the adjacent mobile homes.) The applicant must also bring in some correspondence from the mobile home park management showing they have approved the proposed project and the location of the project on the lot.

The Mobile Home Park setback standards require the mobile home and any associated deck, carport, garage, addition, shed, patio, etc. to be located a minimum of 5 feet from any mobile home lot line, at least 20 feet between the mobile home and the back side of the curb of the abutting mobile home park street and at least 25 feet from any park boundary line, including public streets. Also, the mobile home and any addition or accessory structure must be located at least 15 feet from adjacent mobile homes (and their associated additions or accessory structures) and 40 feet from any community building such as an office, clubhouse, laundromat, etc.

### BUILDING CODE STANDARDS

The following will provide some direction regarding building code standards which must be complied with and what information must be provided (in addition to the site plan) when these types of projects are proposed.

## **DECKS / SCREEN ROOMS / ADDITIONS**

These type of projects must be built to the same building code standards that apply to conventionally built houses. A code concern often overlooked by many mobile home owners is a **frost free foundation** which is required for decks, screen rooms, sunroofs and other additions. These projects may not be built in a fashion which would rely on the mobile home for load bearing support, because the manufacturer has not designed the mobile home to support these additional loads. The addition and the mobile home must be able to act independently to keep one from damaging the other as the addition will have a frost free foundation and the home does not. Again, this does not prevent one from attaching an addition to the home for weatherization purposes, but design considerations must be made to allow for movement between the two entities and be constructed in a manner that will allow the addition to stand by itself should the mobile home be removed.

### **Permit Application**

In addition to a scaled/dimensioned site plan, the applicant must also submit the information outlined in the flyers addressing the proposed project. Please use the **Porches/Decks/Patios** and **House Additions** flyers as a guideline for providing the necessary construction details and information on your plans.

### **PERMIT FEES**

Permit fees are based on the cost of the project, which must include fair market values for both materials and labor. While many owners are capable of building their own projects, a fair market value for the labor involved must be included. This is to provide equity in fees charged for similar projects, whether constructed by the owner or contractor.

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This handout is intended to provide property owners/contractors with a simplified review of code provisions relating to the topic noted. This handout is not, however, actual code provisions and may not address all situations. To make sure your plans comply with the applicable Building Codes, please obtain your permit prior to purchasing any materials.

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