

City of Independence, MO
Building Permits & Inspections Division
111 E Maple Ave
Independence, MO 64050
(816) 325-7401 bpermits@indepmo.org



Mobile Home Permit Requirements

Application Submittal:

All mobile homes new to a lot require a mobile home permit and inspections.

To apply for a mobile home permit:

Email a Residential Building Permit Application and a copy of the HUD plate or certificate to bpermits@indepmo.org. A payment email will be sent to the applicant.

Or bring the application and copy of the HUD plate or certificate to Independence City Hall, 111 E Maple Ave Independence, MO 64050. Payment is due at time of submittal.

The Residential Building Permit Application may be found online at: [indep.us/residential building permit application](http://indep.us/residential-building-permit-application).

Fees:

Mobile Home permit fee, which includes electrical and plumbing connections: \$140.00

If installing a new HVAC system at the time of connection, an additional Mechanical fee will be added to the original fees.

Required Contractors:

Licensed Mobile Home Installer

Licensed Plumbing Contractor, Electrical Contractor and Mechanical Contractor (if applicable) - If deemed required

Mobile home installers are required to have a business license. All plumbing, electrical and mechanical contractors are required to have a Class D master trade contractor license and a business license.

- **Business License:** This license may be applied for online at: [indep.us/business license application](http://indep.us/business-license-application). The Business License Division may be contacted at 816- 325-7079 or blicenses@indepmo.org.
- **Contractor License:** The license may be applied for online at: [indep.us/contractor license online application](http://indep.us/contractor-license-online-application).

Inspection Requirements:

The following items must be completed prior to scheduling inspections:

- 1.) Foundation/attachment methods.
- 2.) Sanitary sewer connection.
- 3.) Gas connection completed, with pressure gauge on hard pipe at 5+ PSI, for more than 15 mins.
- 4.) Means of egress completed to code per the 2018 IRC (stairs or ramps with proper landings).
- 5.) House numbers: Minimum 4-inch tall, minimum ½ inch width stroke, Arabic numerals, visible from the street.
- 6.) If AC is present, a means of disconnect should be ready for inspection.
- 7.) Electrical connections.

Once all items are completed, the plumbing rough, plumbing gas (if applicable), mechanical inspections (if applicable), mobile home pedestal can be scheduled first.

Then when ready for all finals the electrical permanent service, electrical final, plumbing final and building final inspections can be scheduled for the next business day.

Inspections can be called into the Building Permits & Inspection Division at 816-325-7401.

Note – The skirting should not be installed until the mobile home is inspected and approved.

Mobile Home Decks:

A standard landing of 4ftx4ft or less is required, anything larger would require a deck permit regardless of attachment to the mobile home.

Decks must meet the 2018 IRC for compliance.

A licensed contractor will be required for all deck permits. The contractor must have a general contractor license and a business license with the City of Independence.

Deck packets are available upon request. Deck permits will need to be approved and inspected prior to the final inspections on the mobile home, unless means of egress is already met when inspected.