MOVING PERMIT
(MOBILE, MANUFACTURED, MODULAR)
COMMUNITY DEVELOPMENT DEPARTMENT
PO BOX 1188/1203 N HUDSON STREET
SILVER CITY, NM 88062       MP#  
(575) 534-6348      FAX (575) 534-6381

This Moving Permit is required prior to moving a mobile, manufactured or modular home onto a lot within Town limits. This Application form must be completed, signed and submitted to the Community Development Department a minimum of five (5) business days prior to the anticipated delivery date of the home. **The application fee is $25.00.**

*NOTE*

*Please read and fill out entire application. Print clearly or type.
*Illegible or incomplete applications will not be accepted. Flags must be placed on the lot to mark the proposed location of the home (one flag for each corner of the home) for purposes of inspection.*

REQUIRED DOCUMENTS

- Location sketch showing required setbacks
- Site Plan where the home will be located on the property
- Any existing or proposed improvements and utility lines

APPLICANT INFORMATION:

Name: _____________________________ Proprietary interest in property: ___________________________

Mailing address: _____________________________

Phone: _____________________________ Alternate phone: _____________________________ Email: _____________________________

PROPERTY INFORMATION:

Property street address: _____________________________

Adjacent streets: _____________________________

Zoned *(please circle one)*: Rural  Res A  Res B  Rec C  Commercial  Industrial

Located in floodplain?  □ No  □ Yes: FEMA Map #: _____________________________

Gross floor area of all structures located on the property: _____________________________

LEGAL DESCRIPTION:

Platted: Lot(s) _____________________________ Block(s) _____________________________

Subdivision/Addition: _____________________________

Section ___________ Township ___________ Range ___________

Total area ___________ square feet  Property code: 3- ___ - ___ - ___ - ___

*(The property code # can be obtained from the County Assessor’s Office or from the tax bill)*

STRUCTURE INFORMATION:

Make: _____________________________ Model: _____________________________ Year: _____________________________

Size: Length ___________ Width ___________ Total Area _____________________________

HUD Seal # _____________________________ Serial # _____________________________

If modular home, UBC #: _____________________________
SKIRTING MUST BE INSTALLED WITHIN 90 DAYS OF DELIVERY.

Type of skirting to be installed:____________________________________________________

APPLICANT STATEMENT:
I hereby state that the mobile/manufactured/modular home described on this application will be moved and located according to the Land Use Code and applicable regulations of the Town of Silver City. I further state that the destination property has not been part of an illegal land division within the previous five (5) years and the information provided in this application and all attachments is true and accurate to the best of my knowledge.

Applicant:_________________________ Date:_________________________

FOR STAFF USE ONLY

APPROVAL:

Community Development Department

_____ Zoning (Table 3.2 and Section 3.3.1)

_____ Parking (Table 5.9.2)  Required spaces__________ Number provided____________

_____ Setbacks (Table 3.4.2)

Planner_________________________ Date________

Community Improvement Officer_________________________ Date________

Floodplain Administrator_________________________ Date________

Utilities Department

Water__________  Sewer__________

Staff_________________________ Date__________________________

PAYMENT INFORMATION

Fee: $___________  Cash/Ck#___________  Paid:______________  Receipt #___________

Approved _____  Not Approved _____  Date__________________________

By________________________________________

Notes:

Proper placement verified:  By_________________________ Date______________

☐ Copy sent to the Grant County Treasurer  ☐ Copy sent to the County Assessor

By________________________________________  Date_______________________

11-20-18