



MOBILE HOME PERMIT

Community Development Department

VILLAGE OF LOS LUNAS
 660 Main Street NW
 PO Box 1209
 Los Lunas, NM 87031
 (505) 839-3842

1. CONTACT INFORMATION

Applicant(s) or Agent(s) _____ phone _____

Address _____ city _____ state _____ zip _____

Email address _____ fax _____

Are you the property owner? yes no **If no, please complete the following section:**

Property owner(s) _____ phone _____

Address _____ **Los Lunas** **NM** **87031**

2. PARCEL INFORMATION

Property Identification Number (UPC) _____

Legal Description _____

Street Address or Location _____

Present zoning _____ Present land use _____

Total acreage of property _____ Is this property in a floodplain? yes no Flood zone(s) _____

3. MOBILE HOME INFORMATION

Manufacturer _____ Model _____

Color _____ Single wide or double wide? Size _____

Will you be moving out an existing mobile home and replacing it with this one? yes no

4. SIGNATURE(S) OF AUTHORIZED APPLICANT(S)

I understand my signature indicates that all of the information contained on this application is true and correct, and that Community Development Department approval of this mobile home permit is dependent upon me abiding by all regulations pertaining to mobile homes found in the Village of Los Lunas Municipal Code, Chapter 17.44.

Printed name _____ Signature _____ Date _____

OFFICE USE ONLY

Approved by: _____ Date: ____ / ____ / ____ Receipt #: _____ APPLICATION FEE: _____

FEE CALCULATION

WATER IMPACT FEE _____	\$ _____
WATER CONNECTION FEE _____	\$ _____
WATER USAGE DEPOSIT _____	\$ _____
SEWER IMPACT FEE _____	\$ _____
SEWER CONNECTION FEE _____	\$ _____
PARK SERVICE FEE _____	\$ _____
MOBILE HOME PARKING PERMIT _____	\$ _____
TOTAL FEES	\$ _____

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Additional Requirements

SITE PLAN

To ensure all minimum setbacks are being maintained, a site plan showing the layout of the project proposal on the subject property is needed and must show the lot or parcel's dimension and area, as well as the location and dimension of all proposed building(s) to include distances from the property lines, rights-of-way, and all other existing buildings and structures. All mobile homes must meet the minimum setback requirements as specified in the Los Lunas Municipal Code. You may review the full municipal code in the Village of Los Lunas Administrative Office, 660 Main Street N.W. Los Lunas, New Mexico from 8:00 to 5:00 p.m. Monday through Friday. The Municipal Code is also available for review on the Village of Los Lunas website, at www.loslunasnm.gov, under the *Residents* heading.

ELEVATION CERTIFICATE

If the property is located in a flood hazard area, you must obtain a Federal Emergency Management Agency (FEMA) Elevation Certificate form filled out by a licensed surveyor, engineer, or architect authorized by law to certify elevation information. Please visit the FEMA website to download the current Elevation Certificate form:
<http://www.fema.gov/media-library/assets/documents/160>

ANCHORS

If you are in the flood zone, you must provide a detailed description of the anchoring system you are using as per FEMA regulations.

RECREATIONAL VEHICLES AS MOBILE HOMES

As per the Manufactured Housing Act of New Mexico (60-14-1 et seq. NMSA 1978.), which regulates the placement of mobile homes in the Village of Los Lunas, recreational vehicles are not considered to be mobile homes, and cannot be used as such.