

**THIS IS NOT A LEGAL DOCUMENT, THE INTENT IS ONLY TO HELP AN  
APPLICANT UNDERSTAND THE PROCEDURE OF APPLYING FOR PLACEMENT  
OF A MOBILE HOME WITHIN THE CITY OF LONDON.**

1. Prior to locating any mobile home within the City of London, the owner or occupant of said Mobile home shall make written application to the **London Board of Zoning Adjustment**.
2. Such application shall be in affidavit form.
3. The application mentioned shall be picked up at the City of London office of the Building Inspector.
4. Such application shall be filed at the office of the Building Inspector.
5. The applicant shall pay to the Building Inspector the sum of \$100.00, at the time of filing of the Application.
6. The fee of \$100.00 is for holding a public hearing, and sending certified letters to adjoining and adjacent property land owners.
7. After the Public Hearing the applicant will be informed of the Board's decision.
8. If the Board approves the placement of said mobile home the applicant may file an application for a building permit.
9. A building permit shall be required for each mobile home.
10. The **\$100.00 fee for the Public Hearing does not cover** the fee for the building permit.
11. The building permit fee shall be based on value of said mobile home.
12. A site plan showing location of home on lot with distances from property lines and other structures on lot, signed by a Licensed Professional Surveyor must also be provided.

**APPLICATION TO PLACE MOBILE HOME WITHIN CITY OF LONDON**

Comes the applicant, \_\_\_\_\_ and after being duly sworn, makes the following application for placing a mobile home within the City of London, Kentucky, pursuant to City Ordinance No. 868;

(1) The owner of said mobile home is \_\_\_\_\_

(2) The address where the mobile home is sought to be located is \_\_\_\_\_

(3) The names and addresses of all adjoining and adjacent land owners are:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(4) The owner of the real estate where the mobile home is sought to be located is:  
\_\_\_\_\_

(5) The mobile home sought to be located within the City of London is described as follows:

- A. Manufacturer \_\_\_\_\_
- B. Year Model \_\_\_\_\_
- C. Number of Bedrooms of said mobile home \_\_\_\_\_
- D. Other Description \_\_\_\_\_

The above information is supplied by the undersigned applicant for the purpose of complying with City Ordinance No. 868. All information is given under oath. A non-refundable accompanying fee of \$100.00 per application is paid to the London Board of Zoning Adjustment at the time of filing of this application.

This the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Applicant

State of \_\_\_\_\_, County of \_\_\_\_\_

The above statements were made by the applicant, after first being duly sworn on this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires \_\_\_\_\_