

**PROPOSED REGULATION OF THE  
MANUFACTURED HOUSING DIVISION OF  
THE DEPARTMENT OF BUSINESS AND INDUSTRY**

**LCB File No. R009-12**

Manufactured Housing Division  
1535 Old Hot Springs Road, Suite 60, Carson City, NV 89706

AUTHORITY: NRS 489 as amended by AB358 chapter 489 Statutes of Nevada 2011; NRS489.231; NRS489.321;

A REGULATION relating to manufactured housing; adopting by reference certain standards for the installation and certification of portable buildings; amending provisions concerning the licensing and supervision of branch offices of certain persons; amending provisions concerning the exclusion of licensing for minor repairs and repairs not requiring a permit; enacting provisions governing the licensing of distributors that are business entities;

**Section 1. NAC 489.105 is hereby amended to read as follows:**

**NAC 489.015 “Advertising” defined.** (NRS 489.231) “Advertising” means any attempt by publication, dissemination, solicitation or circulation that:

1. Offers title to or any interest in a manufactured home, mobile home, *portable building*, commercial coach or travel trailer;
2. Causes, directly or indirectly, any person to acquire title to or any interest in a manufactured home, mobile home, *portable building*, commercial coach or travel trailer;
3. Solicits repairs or installing service for manufactured homes, mobile homes, *portable buildings* or commercial coaches;
4. Offers a course of continuing education to members of the general public; or
5. Causes, directly or indirectly, any person to enroll in or attend a course of continuing education.

[Mfd. Housing Div., Mobile Homes Reg. § 110 subsec. 1, eff. 12-20-79]—(NAC A 3-26-93; 8-23-95; 11-12-97)

**Sec. 2. NAC 489.020 is hereby amended to read as follows:**

**NAC 489.020 “Anchoring equipment” defined.** (NRS 489.231) “Anchoring equipment” means straps, cables, turnbuckles and chains, including tensioning devices, which are used with ties to secure a manufactured home, mobile home, *portable building*, or commercial coach to ground anchors.

[Mfd. Housing Div., Mobile Homes Reg. § 110 subsec. 2, eff. 12-20-79]—(NAC A 8-23-95)

**Sec. 3. NAC 489.025 is hereby amended to read as follows:**

**NAC 489.025 “Anchoring system” defined.** (NRS 489.231) “Anchoring system” means a combination of ties, anchoring equipment and ground anchors that will, when properly designed

and installed, resist overturning or lateral movement of a manufactured home, mobile home *portable building*, or commercial coach from wind.

[Mfd. Housing Div., Mobile Homes Reg. § 110 subsec. 3, eff. 12-20-79]—(NAC A 8-23-95)

**Sec. 4. NAC 489.030 is hereby amended to read as follows:**

**NAC 489.030 “Authorized inspection agency” defined.** (NRS 489.231) “Authorized inspection agency” means any governing body, other agency or person which has assumed inspection responsibilities for manufactured homes, mobile homes, *portable buildings*, or commercial coaches under agreement with the Division.

[Mfd. Housing Div., Mobile Homes Reg. § 110 subsec. 4, eff. 12-20-79]—(NAC A 8-23-95)

**Sec. 5. NAC 489.040 is hereby amended to read as follows:**

**NAC 489.040 “Branch office” defined.** (NRS 489.231) “Branch office” means an established place of business of a licensed mobile home, *portable building*, or commercial coach dealer, manufacturer, general serviceman or specialty serviceman at which he conducts business simultaneously with and physically separated from his principal established place of business.

[Mfd. Housing Div., Mobile Homes Reg. § 110 subsec. 6, eff. 12-20-79]—(NAC A by R192-05, 9-18-2006)

**Sec. 6. NAC 489.045 is hereby amended to read as follows:**

**NAC 489.045 “Certificate of installation” defined.** (NRS 489.231) “Certificate of installation” means a certificate issued by the Division which certifies that a manufactured home, mobile home, *portable building*, or commercial coach has been installed in compliance with the provisions of this chapter.

[Mfd. Housing Div., Mobile Homes Reg. § 110 subsec. 7, eff. 12-20-79]—(NAC A 8-23-95)

**Sec. 7. NAC 489.050 is hereby amended to read as follows:**

**NAC 489.050 “Consumer” defined.** (NRS 489.231) “Consumer” means any person who purchases a manufactured home, mobile home, *portable building*, or commercial coach for his own use and who does not intend to resell it.

[Mfd. Housing Div., Mobile Homes Reg. § 110 subsec. 8, eff. 12-20-79]—(NAC A 8-23-95)

**Sec. 8. NAC 489.075 is hereby amended to read as follows:**

**NAC 489.075 “Ground anchor” defined.** (NRS 489.231) “Ground anchor” means any device at the stand for the manufactured home, mobile home, *portable building* or commercial coach designed to transfer anchoring loads to the ground.

[Mfd. Housing Div., Mobile Homes Reg. § 110 subsec. 13, eff. 12-20-79]—(NAC A 8-23-95)

**Sec. 9. NAC 489.105 is hereby amended to read as follows:**

**NAC 489.105 “New manufactured home dealer” defined.** (NRS 489.231) “New manufactured home dealer” means any person who:

1. Is licensed under the provisions of this chapter and chapter 489 of NRS;
2. Has an authorized franchise, in a form approved by the Division, from a manufacturer to sell new manufactured homes; and
3. Is engaged in the business of selling or exchanging new and used manufactured homes, mobile homes, *portable buildings*, commercial coaches, manufactured buildings or factory-built housing.

[Mfd. Housing Div., Mobile Homes Reg. § 110 subsec. 19, eff. 12-20-79]—(NAC A 8-23-95; R126-08, 12-17-2008)

**Sec. 10. NAC 489.115 is hereby amended to read as follows:**

**NAC 489.115 “Purchaser” defined.** (NRS 489.231) “Purchaser” means any person who acquires or attempts to acquire an interest in any manufactured home, mobile home, *portable building*, or commercial coach.

[Mfd. Housing Div., Mobile Homes Reg. § 110 subsec. 21, eff. 12-20-79]—(NAC A 8-23-95)

**Sec. 11. NAC 489.120 is hereby amended to read as follows:**

**NAC 489.120 “Reconstruct” defined.** (NRS 489.231) “Reconstruct” means to replace a substantial portion of a manufactured home, mobile home, *portable building*, or commercial coach, or any major component of it.

[Mfd. Housing Div., Mobile Homes Reg. § 110 subsec. 22, eff. 12-20-79]—(NAC A 8-23-95)

**Sec. 12. NAC 489.130 is hereby amended to read as follows:**

**NAC 489.130 “Sale” defined.** (NRS 489.231) “Sale” includes any exchange, lease, assignment or other transaction which is designed to convey an interest in a manufactured home, mobile home, *portable building*, or commercial coach and is undertaken for profit.

[Mfd. Housing Div., Mobile Homes Reg. § 110 subsec. 24, eff. 12-20-79]—(NAC A 8-23-95)

**Sec. 13. NAC 489.135 is hereby amended to read as follows:**

**NAC 489.135 “Seller” defined.** (NRS 489.231) “Seller” means any person or his or her agent who conveys any interest in a manufactured home, mobile home, *portable building*, commercial coach or manufactured building or factory-built housing.

[Mfd. Housing Div., Mobile Homes Reg. § 110 subsec. 25, eff. 12-20-79]—(NAC A 8-23-95; R126-08, 12-17-2008)

**Sec. 14. NAC 489.150 is hereby amended to read as follows:**

**NAC 489.150 “Support system” defined.** (NRS 489.231) “Support system” means a combination of footings, piers, caps and shims that will support the manufactured home, mobile home, *portable building*, or commercial coach.

[Mfd. Housing Div., Mobile Homes Reg. § 110 subsec. 28, eff. 12-20-79]—(NAC A 8-23-95)

**Sec. 15. NAC 489.155 is hereby amended to read as follows:**

**NAC 489.155 “Tie” defined.** (NRS 489.231) “Tie” means a strap, cable or securing device used to connect the manufactured home, mobile home, *portable building*, or commercial coach to ground anchors.

[Mfd. Housing Div., Mobile Homes Reg. § 110 subsec. 29, eff. 12-20-79]—(NAC A 8-23-95)

**Sec. 16. NAC 489.165 is hereby amended to read as follows:**

**NAC 489.165 “Used manufactured home dealer” defined.** (NRS 489.231) “Used manufactured home dealer” means any person who is:

1. Engaged in the business of purchasing or exchanging used manufactured homes, mobile homes, *portable buildings*, or commercial coaches for the purpose of resale;

2. Acting as an agent between a seller and a purchaser of a manufactured home, mobile home, *portable building*, or commercial coach; or

3. Licensed as a used manufactured home dealer pursuant to this chapter and chapter 489 of NRS.

[Mfd. Housing Div., Mobile Homes Reg. § 110 subsec. 31, eff. 12-20-79]—(NAC A 8-23-95)

**Sec. 17. NAC 489.177 is hereby amended to read as follows:**

**NAC 489.177 Adoption by reference of certain codes and standards for *portable buildings*, commercial coaches and accessory structures; modifications.** (NRS 489.231, 489.241, 489.261) The Administrator hereby adopts by reference the following codes and standards for *portable buildings*, commercial coaches and accessory structures:

1. The International Building Code, 2006 edition, published by the International Code Council, with the following modifications:

(a) Any reference to the International Plumbing Code shall be deemed a reference to the Uniform Plumbing Code, 2006 edition;

(b) Any reference to the International Electrical Code shall be deemed a reference to the National Electrical Code, 2005 edition;

(c) Any reference to the International Mechanical Code shall be deemed a reference to the Uniform Mechanical Code, 2006 edition;

(d) The definition of “manufactured home” set forth in section G201.2 of Appendix G is deleted and replaced with “has the meaning ascribed to it in NRS 489.113”; and

(e) Section G501 of Appendix G is deleted.

□ The International Building Code, 2006 edition, may be obtained from the International Code Council by mail at 4051 West Flossmoor Road, Country Club Hills, Illinois 60478-5771, or at the Internet address <http://www.iccsafe.org>. The price is \$78.75 for members and \$105.00 for nonmembers.

2. The Uniform Plumbing Code, 2006 edition, published by the International Association of Plumbing and Mechanical Officials. This code may be obtained from the International Association of Plumbing and Mechanical Officials by mail at 5001 East Philadelphia Street, Ontario, California 91761-2816, or at the Internet address <http://www.iapmo.org>. The price is \$74 for members and \$93 for nonmembers.

3. The Uniform Mechanical Code, 2006 edition, published by the International Association of Plumbing and Mechanical Officials. This code may be obtained from the International Association of Plumbing and Mechanical Officials by mail at 5001 East Philadelphia Street, Ontario, California 91761-2816, or at the Internet address <http://www.iapmo.org>. The price is \$74 for members and \$93 for nonmembers.

4. The National Electrical Code, 2005 edition, published by the National Fire Protection Association. This code may be obtained from the National Fire Protection Association by mail at 1 Batterymarch Park, Quincy, Massachusetts 02169-7471, or at the Internet address <http://www.nfpa.org>. The price is \$67.50 for members and \$75.00 for nonmembers.

5. The NFPA 101: Life Safety Code, 2006 edition, published by the National Fire Protection Association. The code may be obtained from the National Fire Protection Association by mail at 1 Batterymarch Park, Quincy, Massachusetts 02169-7471, or at the Internet address <http://www.nfpa.org>. The price is \$67.50 for members and \$75.00 for nonmembers.

6. The International Energy Conservation Code, 2006 edition, published by the International Code Council. This code may be obtained from the International Code Council by mail at 4051

West Flossmoor Road, Country Club Hills, Illinois 60478-5771, or at the Internet address <http://www.iccsafe.org>. The price is \$25.00 for members and \$32.50 for nonmembers.

(Added to NAC by Mfd. Housing Div. by R192-05, eff. 9-18-2006; A by R126-08, 12-17-2008)

**Sec. 18. NAC 489.180 is hereby amended to read as follows:**

**NAC 489.180 Administration and enforcement of chapter.** (NRS 489.231, 489.241)

1. The Division will administer and enforce the provisions of chapter 489 of NRS and the regulations adopted pursuant thereto, the Manufactured Home Construction and Safety Standards, 24 C.F.R. Part 3280, and the Manufactured Home Procedural and Enforcement Regulations, 24 C.F.R. Part 3282, of the United States Department of Housing and Urban Development.

2. Each manufacturer, distributor and dealer of manufactured homes shall establish and maintain the records, make the reports and provide the information required by the Department of Housing and Urban Development to enable that Department to determine whether the manufacturer, distributor or dealer has complied with the National Manufactured Home Construction and Safety Standards Act of 1974, 42 U.S.C. §§ 5401 et seq., this chapter and chapter 489 of NRS.

3. Standards for continuous foundations and underground services are the responsibility of local governmental units. Any local governmental unit which discovers a violation of this chapter shall report the violation to the Division.

4. Every manufactured home or mobile home manufactured after June 15, 1976, which is sold or offered for sale in this State must bear a label of compliance issued by the United States Department of Housing and Urban Development.

5. Every manufactured home, mobile home, *portable building*, and commercial coach which is reconstructed in this State must be certified by the Division or by a licensed engineer that it is reconstructed in compliance with the standards or their equivalent applicable at the time of original manufacture. *The Division shall not require such certification if the portable building is designed or equipped for human occupancy.*

[Mfd. Housing Div., Mobile Homes Reg. § 120, eff. 12-20-79]—(NAC A 8-23-95; R126-08, 12-17-2008)

**Sec. 19. NAC 489.183 is hereby amended to read as follows:**

**NAC 489.183 Applicability of certain requirements to manufacturer of *portable buildings or commercial coaches*.** (NRS 489.231, 489.241) For the purposes of obtaining the approval of the Administrator for a system of construction or a plan for a model of a *portable building or commercial coach*, a manufacturer of *portable buildings or commercial coaches* shall be deemed a manufacturer of manufactured buildings subject to the requirements set forth in NAC 461.050, 461.100 to 461.120, inclusive, 461.130 to 461.200, inclusive, 461.207 and 461.300 to 461.380, inclusive.

(Added to NAC by Mfd. Housing Div. by R192-05, eff. 9-18-2006)

**Sec. 20. NAC 489.185 is hereby amended to read as follows:**

**NAC 489.185 Certificates and labels of compliance.** (NRS 489.231, 489.241)

1. The Division will issue labels of compliance to manufacturers of *portable buildings or commercial coaches* if:

(a) The Division has approved plans and specifications;

(b) The Division has inspected the manufacturing plant to approve the quality control of its construction and the qualifications of its key personnel; and

(c) The manufacturing plant has employed an independent firm to certify compliance with all applicable construction standards.

2. The manufacturer shall apply for labels of compliance upon the form supplied by the Division.

3. The Division will issue a certificate of compliance to the owner of a used *portable building or* commercial coach and attach a label of compliance to such a *portable building or* commercial coach if:

(a) The certificate of compliance or label of compliance is missing;

(b) The *portable building or* commercial coach complies with the:

(1) Codes and standards adopted by the Division in NAC 489.177; and

(2) Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 et seq., and the regulations adopted pursuant thereto; and

(c) Any reconstruction or alteration of the *portable building or* commercial coach has been completed and approved by the Division.

***4. The Division shall not require a certification label if the portable building is not designed or equipped for human occupancy.***

[Mfd. Housing Div., Mobile Homes Reg. §§ 400 & 405, eff. 12-20-79]—(NAC A 8-23-95; R192-05, 9-18-2006)

**Sec. 21. NAC 489.190 is hereby amended to read as follows:**

**NAC 489.190 Manufacturer's certificate or statement of origin.** (NRS 489.231, 489.501)

1. When a new manufactured home, *portable building* or commercial coach is sold in this State, the seller shall complete and submit to the Division along with the dealer report of sale, a manufacturer's certificate or statement of origin.

2. If, in connection with the sale, any security interest is taken or retained, the name and address of the secured party or his assignee must be entered on the manufacturer's certificate or statement of origin.

3. The seller shall submit the manufacturer's certificate or statement of origin to the Division within 30 days after the execution of all instruments required to be executed at the time of sale or within 30 days after the date of sale, whichever is later, unless an extension of time is granted by the Division.

***4. The Division shall not require a dealer report of sale or a manufacturers certificate or statement of origin for a portable building if the portable building is not designed or equipped for human occupancy.***

[Mfd. Housing Div., Mobile Homes Reg. § 700, eff. 12-20-79]—(NAC A 8-23-95)

**Sec. 22. NAC 489.305 is hereby amended to read as follows:**

**NAC 489.305 Branch offices.** (NRS 489.231, 489.305)

1. The Division may require as a condition of licensing any information it deems necessary for each location where a manufactured home, *portable building*, or commercial coach dealer, manufacturer, general serviceman or specialty serviceman maintains a branch office. Upon receiving sufficient information, the Division will issue a license for the branch office.

2. The mere listing of manufactured homes, mobile homes, *portable buildings*, or commercial coaches for sale does not constitute a branch office, but the use of a mobile home

park or estate sales office by a licensee for the sale or offering for sale of manufactured homes or mobile homes does constitute the maintenance of a branch office.

3. Except as provided in this subsection, the licensee is responsible for the operation of the branch office in accordance with the provisions of this chapter and chapter 489 of NRS.

~~{4. If it is not feasible for a licensee to exercise direct supervision over a branch office, it must be managed by a corporate officer, partner or responsible managing employee.}~~

~~{5.}~~ 4. A responsible managing employee of a branch office may not manage more than one branch office.

~~{6.}~~ 5. All branch office records required to be kept by this chapter and chapter 489 of NRS must be kept at that branch office or the main office of the licensee.

~~{7.}~~ 6. A branch office is not required to have a trust account separate from the trust account of the main office. If a separate account is maintained, the required signatures are those of the responsible managing employee of the branch office and the dealer to whom the main office license is issued.

[Mfd. Housing Div., Mobile Homes Reg. § 600, eff. 12-20-79]—(NAC A 8-23-95; R192-05, 9-18-2006)

**Sec. 23. NAC 489.314 is hereby amended to read as follows:**

**NAC 489.314 License as general serviceperson or specialty serviceperson required for owner or responsible managing employee of certain businesses.** (NRS 489.231, 489.311, 489.325, 489.341) *Except as otherwise provided in subsection 3 and 4,* An owner or responsible managing employee of a business must be licensed as a general serviceperson or specialty serviceperson if the business:

1. Installs any manufactured home, mobile home, *portable building*, commercial coach, manufactured building or factory-built housing; or

2. Performs work on any manufactured home, mobile home, commercial coach, manufactured building or factory-built housing in one or more of the following categories:

(a) Installation or repair of:

(1) Awnings, roofing or skirting;

(2) Plumbing;

(3) Heating or air-conditioning systems; or

(4) Electrical systems;

(b) Preparation for transport;

(c) Reconstruction, by alteration, addition or substitution, of substantial or essential parts; or

(d) Any other category of work that may be performed by a person who holds a license issued by the State Contractors' Board.

*3. A license is not required for a person performing minor repairs, replacements and cosmetic changes to a manufactured Home, mobile home or commercial coach for work that does not require a permit from the Division.*

*4. As used in this section, "minor repairs, replacements and cosmetic changes" includes, without limitation, the changing of faucets or other plumbing fixtures, light fixtures, switches, smoke alarms and other items not requiring a permit or inspection by the Division.*

(Added to NAC by Mfd. Housing Div., eff. 8-23-95; A by R192-05, 9-18-2006; R126-08, 12-17-2008)

**Sec. 24. NAC 489.320 is hereby amended to read as follows:**

**NAC 489.320 Licensing of employees: Requirements; license status; surrender of license to Division; administrative penalties.** (NRS 489.231, 489.341)

1. Any person employed by a dealer *or distributor* to act or exercise authority in connection with the dealer's *or distributor's* business must be licensed as a salesperson to:

(a) List manufactured homes, mobile homes, *portable building* or commercial coaches for sale.

(b) Close the sale of a manufactured home, mobile home, *portable building* or commercial coach, including the signing of the sales contract.

2. A licensee may not employ a person who is required to be licensed under chapter 489 of NRS unless that person is so licensed.

3. If a manufactured home, *portable building* or commercial coach dealer fails to maintain or renew his or her license, the licenses of all salespersons whom he or she employs will be placed on inactive status immediately until the dealer *or distributor* reinstates or renews his or her license or an application for transferring the salesperson's license is made and the required fees are paid.

4. If the license of a manufactured home, *portable building*, or commercial coach dealer is not renewed, or is suspended or revoked, the licensee shall deliver immediately to the Division all of the licenses issued to his or her salespersons. In such a case, a salesperson may, by applying and paying the required fee, transfer to the employment of another dealer.

5. A manufactured home or commercial coach dealer *or distributor* shall notify the Division within 5 business days after the date of the termination or separation of employment of an employee and surrender all licenses of the employee to the Division. Failure to comply with this subsection may result in disciplinary action and the imposition of an administrative fine pursuant to NRS 489.381.

[Mfd. Housing Div. Mobile Homes Reg. § 300 subsecs. 7, 8 & 12-14, eff. 12-20-79]—(NAC A 8-23-95; 11-12-97; R192-05, 9-18-2006; R126-08, 12-17-2008)

**Sec. 25. NAC 489.342 is hereby amended to read as follows:**

**NAC 489.342 Possession of identification card.** (NRS 489.231) A person licensed pursuant to the provisions of chapter 489 of NRS who reconstructs, services or installs manufactured homes, mobile homes, *portable buildings*, or commercial coaches shall carry upon his or her person, during working hours, the identification card issued to the person by the Division.

(Added to NAC by Mfd. Housing Div., eff. 3-26-93; A by R126-08, 12-17-2008)

**Sec. 26. NAC 489.360 is hereby amended to read as follows:**

**NAC 489.360 Issuance and renewal of license; late renewal; investigating and hearing complaints.** (NRS 489.231, 489.481)

1. The Division will charge the following fees for the issuance and renewal of a license:

- |   |       |
|---|-------|
| (a) Biennially, for a license as a dealer <i>or distributor</i> of manufactured homes, mobile homes, commercial coaches, manufactured buildings or factory-built housing..... | \$600 |
| For each additional officer or partner.....   | 150   |
| Biennially, for each branch office.....   | 150   |
| (b) Biennially, for a license as a limited dealer authorized to act as a reposessor or liquidator.....  | 200   |
| (c) Biennially, to do business as a manufacturer of manufactured homes, mobile  | 750   |



homes, <i>portable buildings</i> , commercial coaches, travel trailers, manufactured buildings or factory-built housing.....	150
For each additional officer or partner.....	150
(d) Biennially, for a general serviceperson's or specialty serviceperson's license...	200
For each additional officer or partner.....	150
Biennially, for each branch office.....	150
(e) Biennially, for a license as a salesperson of manufactured homes, mobile homes, <i>portable buildings</i> , commercial coaches, manufactured buildings or factory-built housing.....	100
(f) Biennially, for a responsible managing employee's license.....	150
(g) For each examination of an applicant for a license.....	50
(h) For a change of address by a licensee.....	50
(i) For a change of name by a licensee.....	50
(j) To activate a license from inactive or suspended status.....	100

2. If a licensee fails to apply for the renewal of his or her license before the license expires, the licensee must pay a fee equal to one and one-half times the fee otherwise required for renewal. If a licensee does not apply for the renewal of his or her license within 30 days after the license expires, the licensee must retake and pass the applicable oral or written examination and submit the application and all of the fees required for an original license.

3. The Division may collect a fee from any licensee who is involved in a complaint from a consumer to recover the costs of investigating and hearing the complaint. The fee will be based upon the rates established in this section.

[Mfd. Housing Div., Mobile Homes Reg. § 325, eff. 12-20-79; A 2-5-82]—(NAC A 8-29-83; 9-12-85; 8-23-95; 11-12-97; R060-01, 10-30-2001; R053-03, 9-24-2003; R192-05, 9-18-2006; R126-08, 12-17-2008)

**Sec. 27. NAC 489.370 is hereby amended to read as follows:**

**NAC 489.370 Additional fees for original application for license.** (NRS 489.231, 489.481)

In addition to the fees for a license required by the provisions of NAC 489.360, the Division will charge the following fees for processing an original application for a license:

1. As a dealer *or distributor* of manufactured homes, mobile homes, commercial coaches, manufactured buildings or factory-built housing.....
 

For each additional officer or partner.....	100
For each branch office.....	100
2. As a limited dealer authorized to act as a reposessor or liquidator..... \$100
3. To do business as a manufacturer of manufactured homes, mobile homes, *portable buildings*, commercial coaches, travel trailers, manufactured buildings or factory-built housing..... \$500
4. As a general serviceperson or specialty serviceperson..... \$100

For each additional officer or partner.....	100
For each branch office.....	100
5. As a salesperson of manufactured homes, mobile homes, commercial coaches, manufactured buildings or factory-built housing.....	\$25
6. As a responsible managing employee.....	\$100
(Added to NAC by Mfd. Housing Div., eff. 9-12-85; A by R060-01, 10-30-2001; R053-03, 9-24-2003; R192-05, 9-18-2006; R126-08, 12-17-2008)	

**Sec. 28. NAC 489.380 is hereby amended to read as follows:**

**NAC 489.380 Certificates and labels; inspections; miscellaneous fees.** (NRS 489.231, 489.481)

1. The Division will charge the following fees:

(a) For each certificate and label of compliance.....	\$50.00
(b) For each certificate and label of installation.....	50.00
(c) For each permit for installation, reconstruction, repair or addition.....	10.00
(d) For each original or duplicate certificate of ownership.....	40.00
(e) For each notice of conversion of real property.....	40.00
(f) For a replacement of a:	
(1) Label of compliance.....	50.00
(2) Label of installation.....	50.00
(3) License.....	50.00
(g) For the inspection and approval of a set of plans:	
For the first hour.....	75.00
For each additional half hour or fraction thereof.....	37.50
(h) For the inspection and approval of a modification of an approved plan, per hour or fraction thereof.....	75.00
(i) For the consideration of a system of construction for approval.....	500.00
(j) For the inspection at the site and approval of the installation of:	
(1) A commercial coach with a plumbing system, a manufactured home or a mobile home if the inspection is conducted within 25 miles of the inspector's station of duty.....	100.00
(2) A <i>portable building or</i> commercial coach without a plumbing system if the inspection is conducted within 25 miles of the inspector's station of duty.....	80.00
(k) For the reinspection and approval of the installation of a manufactured home, mobile home, <i>portable building</i> , or commercial coach, in addition to the original fee for inspection.....	80.00
(l) For the final inspection or reinspection at the site of a manufactured home, mobile home, mobile home park, <i>portable building</i> , commercial coach or travel trailer, or of the installation of a device which burns solid fuel or for any other inspection or service for which a fee is not prescribed:	
For the first hour.....	80.00
For each additional half hour or fraction thereof.....	40.00

(m) For an inspection of a plant used to manufacture manufactured homes, <i>portable buildings</i> , commercial coaches or travel trailers.....	750.00
(n) For each search conducted to determine title.....	15.00
(o) For the sale of printed material:	
For each page of a copy.....	0.25
For each study guide for an examination.....	15.00
For each copy of a regulation.....	5.00
(p) For filing a lien or an amended lien asserted upon a manufactured home, <i>portable building</i> , mobile home or commercial coach.....	40.00
(q) For collecting a fee after a check given for payment is dishonored.....	35.00
(r) For the inspection and approval of a set of plans for an attachment pursuant to NAC 489.470:	
For the first hour.....	75.00
For each additional half hour or fraction thereof.....	37.50
(s) For filing an affidavit of the sale of a manufactured home, mobile home, <i>portable building</i> or commercial coach to satisfy a lien.....	40.00
(t) For recording the sale of a manufactured home, mobile home, <i>portable building</i> or commercial coach without the immediate transfer of the certificate of title or certificate of ownership.....	40.00
(u) For filing a notice or an amended notice of sale by auction of a manufactured home, mobile home or commercial coach.....	40.00
(v) For a copy of the monthly report prepared by the Division on the record of sales of a dealer.....	75.00
(w) For a list of the certificates of ownership issued by the Division for a period of:	
Less than 2 years.....	75.00
Two years but not more than 5 years.....	150.00
More than 5 years.....	375.00
(x) For a list of all mobile home parks or for a rent history of all mobile home parks.....	75.00

2. For each inspection or reinspection conducted more than 25 miles from the inspector's station of duty, the Division will charge, in addition to the fee listed, the inspector's actual expenses for time and travel.

3. The Division will collect a fee for the sale of reports not listed in subsection 1 based upon the cost to the Division to produce those reports, plus a minimum fee for handling of \$40 for the first report.

4. The Division will collect a fee for inspection, pursuant to a schedule established by the Secretary of Housing and Urban Development, from each manufacturer of manufactured homes who has a plant located in this State. The Division will pay the fee to the Secretary of Housing and Urban Development.

5. As used in this section, “rent history” means the economic and demographic data collected by the Administrator pursuant to NRS 118B.025.

(Added to NAC by Mfd. Housing Div., eff. 9-12-85; A 3-26-93; 8-23-95; R060-01, 10-30-2001; R053-03, 9-24-2003; R192-05, 9-18-2006; R126-08, 12-17-2008)

**Sec. 29. NAC 489.400 is hereby amended to read as follows:**

**NAC 489.400 Applicability.** (NRS 489.231, 489.251) NAC 489.400 to 489.416, inclusive, apply to the installation on site of all manufactured homes, mobile homes, *portable buildings*, and commercial coaches, regardless of the date of manufacture and the location of the manufactured home, mobile home, *portable buildings*, or commercial coach.

[Mfd. Housing Div., Mobile Homes Reg. part § 200, eff. 12-20-79]—(NAC A 8-23-95; R192-05, 9-18-2006)

**Sec. 30. NAC 489.405 is hereby amended to read as follows:**

**NAC 489.405 Certificate of installation and matching label required for occupancy; provision of certificate to purchaser.** (NRS 489.231, 489.251, 489.591, 489.597)

1. *Except as otherwise provided in subsection 2*, No manufactured home, mobile home, *portable building* or commercial coach that is moved from one location to another may be occupied as a dwelling unit or otherwise unless a certificate of installation and a matching label has been issued certifying that the manufactured home, mobile home, *portable building* or commercial coach has been installed in accordance with NAC 489.400 to 489.416, inclusive.
2. *A single section Portable Building may be occupied when:*
  - a. *Documents and/or drawings detailing the installation system that are stamped by a Licensed Engineer and approved by the Division.*
  - b. *A copy of all drawings must be present with the portable building at all times,*
  - c. *Each time the portable building is installed at a new location, the method of installation prescribed by the Licensed Engineer and approved by the Division is followed and the installation is performed under the direction of a General Serviceperson, Specialty Serviceperson, Owner, or Manufacturer installing a portable building they own.*
  - d. *The owner of the portable building shall provide to the Division, within 3 business days after a written request by the Division, a listing of all current locations of all portable buildings in service, identified by physical address and serial number or other identifying method.*
  - e. *The portable building has an “Annual Portable Building Installation Certification Label” that was affixed to the portable building by the Division within the previous 12 months and has met the requirements of the annual compliance inspection and the portable building installation requirements.*
3. A dealer shall provide the original copy of the certificate of installation to each purchaser of a new manufactured home within 15 days after it has been inspected and approved.
4. *The Division shall not require a certificate of installation and matching label if the portable building is used in a non-public setting and is not accessible by the public.*

5. *The Division may impose a fine of not more than \$1,000 per violation and may suspend any license issued under NRS489 (ref. NRS489.381) for violations not consistent with NAC489 relating to installation regulations.*

[Mfd. Housing Div., Mobile Homes Reg. part § 200, eff. 12-20-79]—(NAC A 3-26-93; 8-23-95; R192-05, 9-18-2006)

**Sec. 31. NAC 489.411 is hereby amended to read as follows:**

**NAC 489.411 Permit required on job site; application for permit.** (NRS 489.231, 489.263)

1. *Except as otherwise provided in subsection 4,* A person shall not install, reconstruct or make an addition to a manufactured home, mobile home, *portable building*, or commercial coach on a job site unless he first obtains a permit from the Administrator.

2. The person must apply for a permit on a form provided by the Administrator and pay the fee set forth in NAC 489.380.

3. The holder of a permit shall maintain the permit at the job site and provide the permit to the Division or a city or county building department upon request.

4. *The Division shall not require a person to obtain a permit for a portable building bearing an annual portable building installation certification label issued by the Division within the most recent 12 months.*

(Added to NAC by Mfd. Housing Div. by R192-05, eff. 9-18-2006)

**Sec. 32. NAC 489.416 is hereby amended to read as follows:**

**NAC 489.416 Standards for installation.** (NRS 489.231, 489.251)

1. The Administrator hereby adopts by reference the *Nevada Manufactured Home, Mobile Home and Commercial Coach Installation Standards* in the edition most recently published by the Nevada Manufactured Housing Association and the Modular Building Institute of Nevada, unless the Administrator determines pursuant to subsection 3 that the most recent edition is not suitable for this State.

2. A copy of these standards may be obtained from the Division at 2501 East Sahara Avenue, Suite 204, Las Vegas, Nevada 89104, or 1535 Old Hot Springs Road, Suite 60, Carson City, Nevada 89706, for the price of \$15.

3. The Administrator will review each successive edition of the standards to determine its suitability for this State. If the Administrator provisionally determines that the most recent edition is not suitable, the Administrator will hold a public hearing to review this determination. If, after the hearing, the Administrator finally determines that the most recent edition is not suitable for this State, he or she will, within 30 days after that determination, give notice that the edition is not adopted by reference.

4. *Portable Buildings and building units not addressed in the Nevada Manufactured Home, Mobile Home and Commercial Coach Installation Standards must be installed in compliance with the drawings and specifications submitted by a Nevada Registered Engineer and approved by the Division .*

(Added to NAC by Mfd. Housing Div. by R192-05, eff. 9-18-2006; A by R126-08, 12-17-2008)

**Sec. 33. NAC 489.602 is hereby amended to read as follows:**

**NAC 489.602 Liens on manufactured homes, mobile homes or commercial coaches: Written acknowledgment of receipt of written notification of sale of manufactured home,**

**mobile home or commercial coach; dealer to maintain written acknowledgments in permanent file.** (NRS 489.231, 489.401)

1. For the purposes of subsection 9 of NRS 489.401, a written acknowledgment that the holder of a lien or security interest in a manufactured home, mobile home, *portable building*, or commercial coach has received written notification of the sale of the manufactured home, mobile home, *portable building*, or commercial coach includes the return receipt if the holder sent the written acknowledgment by certified mail.

2. A dealer shall maintain each written acknowledgment he receives in a permanent file.  
(Added to NAC by Mfd. Housing Div., eff. 8-23-95)

**Sec. 34. NAC 489.603 is hereby amended to read as follows:**

**NAC 489.603 Liens on manufactured homes, mobile homes or commercial coaches: Affidavit of sale of manufactured home, mobile home or commercial coach to satisfy lien.** (NRS 489.231, 489.272)

1. If a seller sells a manufactured home, mobile home, *portable building*, or commercial coach to satisfy a lien, he shall submit to the Division an affidavit on a form supplied by the Division stating that he sold the manufactured home, mobile home, *portable building*, or commercial coach to satisfy a lien.

2. If a manufactured home, mobile home, *portable building*, or commercial coach is sold to satisfy a lien, the lienholder shall submit to the Division an affidavit stating that the lien has been released.

(Added to NAC by Mfd. Housing Div., eff. 8-23-95)

**Sec. 35. NAC 489.634 is hereby amended to read as follows:**

**NAC 489.634 Contents of course.** (NRS 489.231, 489.285)

1. A course must include information relating to the provisions of:

(a) Chapter 489 of NRS;

(b) Chapter 489 of NAC; and

(c) The Manufactured Housing Construction and Safety Standards Act of 1974 (42 U.S.C. §§ 5401 et seq.).

2. A course may include information relating to:

(a) Manufactured housing or mobile home parks which will enable a person to give better service to the members of the general public and tenants of mobile home parks.

(b) The construction, including components and accessories, rebuilding, servicing, installation or sale of manufactured homes, mobile homes, *portable building*, and commercial coaches.

(c) Legislative issues concerning manufactured housing and mobile home parks, including pending and recently enacted state or federal legislation.

(Added to NAC by Mfd. Housing Div., eff. 3-26-93; A 11-12-97)

**Sec. 36. NAC 489.700 is hereby amended to read as follows:**

**NAC 489.700 Seller to notify Division if certificate of title or certificate of ownership does not pass immediately from seller to buyer.** (NRS 489.231) If the certificate of title or certificate of ownership does not pass immediately from the seller to the buyer when a manufactured home, mobile home, *portable building*, or commercial coach is sold, the seller shall notify the Division by completing a form provided by the Division.

(Added to NAC by Mfd. Housing Div., eff. 8-23-95)

**Sec. 37. NAC 489.710 is hereby amended to read as follows:**

**NAC 489.710 Names on certificate of ownership.** (NRS 489.231, 489.541) If a transferor or a transferee requests the Division to issue or transfer a certificate of ownership for a manufactured home, mobile home, *portable building*, or commercial coach, the transferor or transferee shall specify in the request the name of each person whose name will appear on the certificate of ownership. If the names on the certificate of ownership will appear with the word “and” joining them, each such person must sign the request. If the names on the certificate of ownership will appear with the word “or” joining them, any such person may sign the request.

(Added to NAC by Mfd. Housing Div., eff. 8-23-95)

**Sec. 38. NAC 489.720 is hereby amended to read as follows:**

**NAC 489.720 Certificate of ownership held by trustee.** (NRS 489.231, 489.541)

1. If the Division issues a certificate of ownership to a trust for a manufactured home, mobile home, *portable building*, or commercial coach, it will issue that certificate to the trustee in his name on behalf of the trust.

2. A request for a transfer of a certificate of ownership for a manufactured home, mobile home, *portable building*, or commercial coach which is held by a trustee on behalf of a trust must be made by that trustee or his successor.

(Added to NAC by Mfd. Housing Div., eff. 8-23-95)

**Sec. 39. NAC 489.730 is hereby amended to read as follows:**

**NAC 489.730 Document submitted in support of application for certificate of ownership.** (NRS 489.231, 489.541) Any document submitted to the Division in support of an application for a certificate of ownership for a manufactured home, mobile home, *portable building*, or commercial coach must be the original document or a certified copy of the original document.

(Added to NAC by Mfd. Housing Div., eff. 8-23-95)