

TOWN OF WYTHEVILLE

COUNCIL-MANAGER FORM OF GOVERNMENT SINCE 1924

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Wytheville...there's only one!

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Town of Wytheville Conversion of Manufactured Home Agreement

I, _____ am the property owner of Tax Map Parcel
_____ on _____ Street/Road in the Town of
Wytheville.

I understand that in order to meet the Town's zoning requirements and obtain a Town of Wytheville Building Permit to place a manufactured home in this zone district that I am required by law to follow Code of Virginia 15.2-2290 (B) and 46.2-653.1.

This code allows the placement of a manufactured home if the wheels and other equipment for mobility have been removed and the unit has been attached to real property owned by the homeowner. The owner must convert the manufactured home from personal property to real property in accordance with the requirements of the Virginia Department of Motor Vehicles. I understand that I must be the property owner and that a lien cannot be in place on the manufactured home to surrender the title to the Virginia Department of Motor Vehicles.

I understand that the Town of Wytheville permitting office is issuing a building permit to me, based on the understanding that I will perform the following actions and that I will provide evidence of these actions, by uploading the required documents into the permit record.

- 1) Image of the manufactured home nameplate, indicating the manufactured home was constructed within the last five (5) years.
- 2) Copy of the signed Form CC-1560 that is filed with the Wythe County Circuit Court.
- 3) Copy of a printout from the Virginia DMV indicating that the title to the Manufactured Home has been surrendered and cancelled.
- 4) Documentation from the Wythe County Commissioner of Revenue office indicating that the manufactured home has been listed as real property (not personal property).

I understand that a Final Zoning Inspection will not occur until these documents are complete and attached to the permit record. Failure to complete the required steps may result in a zoning notice of violation and/or other legal actions.

Signature of Property Owner: _____ Date: _____