

**Emery County Building Dept.
Continuity and Polarity Test
For Electrical in
Manufactured Homes**

	Item Tested	Test Instructions	Sign Off
1	Circuit Polarity Test Outlets	See Electrical Test Procedure in Installation Manual	
2	Continuity Test-Light Sockets	See Electrical Test Procedure in Installation Manual	
3A	Lighting Check: Light. Dinette, and other standard base light bulb check	Use standard base light bulb in each socket of dinning room fixture where continuity checks could not be run.	
3B	Stove Fan	Turn on fan using switch. Put light in socket and test with switch in "off" and "on" position	
3C	Clothes Dryer	Check wall plug, if installed, see that dryer works, then cycle it.	
3D	Clothes washer	Plug in and see if it works, cycle as well	
3E	Refrigerator	If installed, plug in and see if it works, see that light goes on.	
3F	Fluorescent Lights	Use switch and see if they work.	
3G	Exhaust Fan	Use switch and see if it works.	
3H	Smoke Detectors	See that light is on, spot check by holding cigarette or smoldering rope under smoke detector. To silence, disconnect power and allow 5-10 minutes to clear smoke from unit, then reconnect power, making sure light is on.	
3I	Garbage Disposal	See that blades are clean, turn off/on to see that it works.	
3J	Furnace	Use thermostat and listen for fan operation	
3K	Stove Top and Oven (If electric)	See that light goes on as door is opened, clock works, burners get hot and oven gets hot, etc.	
3L	Water Heater (If electric)	TEST ONLY WITH WATER IN SYSTEM!!! See that water gets warm.	
3M	GFCI's	Kitchen-Bathrooms-Outdoors-Jetted tubs	
	Name	Signature	
	Owner	Job address	
		Date	

INFORMATION NEEDED FOR A BUILDING PERMIT
for a NEW MANUFACTURED HOME SET UP ON A PRIVATE LOT
This information is needed before a building permit can be issued.

NOTE:

1. *No document or plan that is unreadable because of FAXing or bad original photo copy will be acceptable. If we can't read numbers and specification they obviously have no value.*
2. *Any specifications for footing construction and later for installation that are taken from the installation manual must be photocopied and highlighted so there is no question about which page, chart or table is applicable and which part of that chart or table is applicable. Generic information is only acceptable if the required model specific information is also included.*

This information usually provide by homeowner.

- Application filled out and signed.
- Zoning clearance if in an incorporated town
- Building permit fee (check preferred) *after building permit has been approved*

This information usually provide by the dealer and/or manufacturer.

- Floor plan of unit
- Footing plans of sufficient detail that a competent contractor could build the footing without any other outside instruction or help. Footing plans showing all applicable measurements.
- Generic plans and specifications must also have information specifically needed for the particular model, such as exact length and width, etc. This type of information will not be left to the contractor/inspector to figure out from a floor plan or set up manual, etc.
- Model specific drawings with X-Y coordinates of the following:
 - sewer drop location
 - culinary water hook up location
 - electrical conduit into the house to feed the inside electrical panel
- Wall vents locations identified
- Crawl space access entry way identified (Preferable near the majority of the utilities)
- Tie down locations, spacing and specifications need to be clearly shown.
- All pier (jack stand) locations, types, and required bearing capacity need to be identified.
- Marriage line piers location and specifications identified. Footings under these piers, must be identified and shown on the footing plan. (They shouldn't be an after thought)
- Location of electric meter/main disconnect identified. (Who will supply and install these items?)
- Location of natural gas meter (when applicable).
- Unusual specifications noted For example, if a marriage line pier is to have a 11,000 pound rating instead of the usual 6,000 pound rated piers that most installers use, there must be information on whether one pier would suffice or if double piers can be used. If double piers can be used, a drawing out of the installation must be included. If a double pier is to be used, additional bearing provisions must be located on the footing plans.
- Plans for accessory buildings, carports, garages, awnings, etc. May be provided by owner is they are doing the work on such.
- Contractors names, phone numbers and license numbers. (Copy of the contractor's license)
- Special lot problems, like steep slopes, poor bearing soils, etc. need to be addressed.

We have no desire to make this process unnecessarily complicate or troublesome, but inadequate information makes it hard to do our job, but more importantly poor information doesn't serve contractors or homeowner needs.

ANY QUESTIONS? PLEASE GET THEM RESOLVE BEFORE PROCEEDING.

NOTES:

- 1 Where specifications do not agree, the more stringent applies or both may be refused at the discretion of the building official. If the specifications disagree, they will simply be returned for clarification before a permit can be issued.
- 2 Any special procedures and/or materials are cleared with the building official. Materials will often need information from a listing agency like UL (Underwriters Lab) that certify the product for that use and have installation instructions for that application.
- 3 Uncommon building procedures will require an engineer or architects drawing and stamp. Engineered plans need to be built as per drawings.

****** AGAIN ******

ANY QUESTIONS? PLEASE GET THEM RESOLVE BEFORE PROCEEDING.

Installation and inspections notes:

- Data sheet for that home and location is required in the home (usually found inside a cabinet door)
- Copy of the installation manual needs to be in the home (usually found with appliance warrantee info)
- Jack stands will be checked for stamped information. If the stand is not stamped it will need to be replaced with a stamped one. Paper stamping after the fact will not be approved.

Typical Inspection visits for a manufactured home:

- Footing inspection prior to placing concrete.
- Foundation inspection (when applicable)
- Stitch inspection for both roof and belly marriage lines are required. Roof stitch needs to be done before top capping is installed (nice *safe* ladder needs to be provided).
- Electrical Service Connection and Natural Gas Service Connections (can be done during the stitch inspection.)
- Final (Certificate of Occupancy) inspection