

Manufactured Home Checklist (please fill out and provide all information)

Year of the home (Any home built prior to June 16, 1976 will need to be brought up to HUD standards)

Single, double or triple wide.

Double or triple wide will need to have stitching instructions for installation

Manufacturer instructions included? Yes Not Applicable

Need plat map of location of home. (This is required for every set of plans submitted)

Plat map included? Yes

Is it being moved in? Yes No

Where is the home coming from? (if out of the jurisdiction it will need to be inspected before coming to our jurisdiction at owners expense).

Need Roof snow load (min 30lbs). lbs

Does home have an approved water heater designed for manufactured homes? (Sealed Combustion or electric. All others not allowed.) Yes No Not Sure Type gas/Electric

(If home does not have approved water heater it will need to be changed to an approved type.)

Show placement of stands/concrete blocks (per manufactures specs or ANSI 14.5) (Required)

Is layout included? Yes

Type of holddown/tiedown system (Must be approved and have the manufacture installation instructions).

Type

Show what pads are being used (ABS, concrete footings or cement blocks) **Cinderblocks not allowed.**

Type?

If using concrete footings show plans footing dimensions and steel placement.

Plans included? Yes Not Applicable

If using a foundation, need detailed plans of foundation dimensions and steel placement.

Plans Included? Yes

Location of utilities. (need drawings)

Drawings included? Yes

*Pylon stands must be set on an approved base. A maximum of 2" of threads between the stands and the chassis of the home should be showing.

*A plastic vapor barrier Must be installed under all of home (min 6 mil plastic with 6" lap at all seams).

*Stairs, handrails and guardrails must meet code requirements and an approved landing at bottom of the stairs.

*If elevation/soil is to be built, up it must be with engineered fill compacted, in 6" layers.

*Rain gutters over walking surfaces.

*Skirting is required on all homes if there is no foundation.

*An approved access is required to inspect under the under the home.

*Cinder blocks are NOT allowed to be used as stands. Concrete blocks are allowed (8"x8"x16")

*A concrete block base is allowed as long as the blocks are a minimum of 3" thick 8" wide and 16" in length. 2 blocks will be required so that the total base will be 16" x 16" X 3".

*A 2"x8"x16" wood block is required between the concrete blocks and the metal chassis of the home. The home is not allowed to sit on the concrete blocks.