

New Manufactured Home

Submittal Requirements:

- Site plan showing the location of the mobile home on the lot in relation to all building lines & setbacks and any existing structures.
- Permanent Foundation plan prepared by a licensed design professional
- HUD Certification Label:

Per HUD Code of Federal Regulations Sec. 3280.11, A permanent label shall be affixed to each transportable section of each manufactured home. This label shall be separate and distinct from the data plate. The label shall be approximately 2"x4" in size and shall be permanently attached to the manufactured home. It shall be etched or stamped with a 3-letter designation and a 6-digit number furnished by the label supplier. ::: This can be submitted as just the Certification number on the plans or an image of the label will suffice, they look like this:



- Any wood framed stairs or porch/decking will require material specifications/plans for the footings/foundation and the framing of the proposed stairs or porches. Handrail & Landing requirements need to be met for all stairs, and any decking 30" or more above grade requires guards.
- Building design plans showing the floor plan, and any other applicable building design for the mobile home – these are usually submitted as the brochures received from the company selling the homes

Required Inspections:

1. *Stake out or Layout inspection (sometimes required in a park before the unit is brought in especially if the lots are less than or close to 10' apart between units);
2. Tie-down or foundation pre-pour;
3. Water/ sewer yard lines;
4. Gas test (if applicable);
5. Underground electric/ overhead electric, main disconnect and electric meter;
6. *Skirting and deck(s);
7. Final inspection.

*Optional

#2, 3, 4, and 5 can be done as combination inspections if builder calls them in together. Make sure the address is posted at this time.

#6 & 7 can be done as combination inspections if builder calls them in together