

MANUFACTURED HOMES IN SKAGIT COUNTY

COMMON QUESTIONS & PERMIT APPLICATION INFORMATION



? When do I need a permit?

The owner or installer of a manufactured home is required to obtain a permit for placement of all new and used manufactured homes. A dealer may not deliver a manufactured home until verification that the owner or installer has first obtained a permit.

Who issues permits for manufactured homes, decks, porches, carports and additions?

The Skagit County Planning and Development Services is the permitting agency for installation and construction in unincorporated Skagit County. Also, any alteration to a manufactured home requires review and approval from the Washington State Department of Labor and Industries. Their office is located at 525 E. College Way, Suite H, Mt. Vernon (416-3000).

What items/ information will I need to provide at time of application?

All items on Skagit County's Building Permit Submittal Checklist. Counter staff can assist you in determining which of these items apply to your project. Some of the items are as follows:

- *Manufacturer's installation manual* or copies of complete sections.
- Manual showing *tie-down and support* instructions.
- A *site plan* illustrating the following: property dimensions, location and dimension of all existing and proposed structures, utilities, access driveway and any critical areas.
- Indicate method of withstanding the given *snow load* at the site of installation.
- Check with your dealer or the manufacturer for information regarding the designed *roof load* of the home. If designed for 30 p.s.f. or less, you may be required to provide a roof structure (ramada) over the home.
- A copy of Washington State Labor & Industries *alteration permit, if applicable*.

How much will the permit cost?

Refer to the current Skagit County Planning and Development Services Fee Schedule.

How long will the permit review process take?

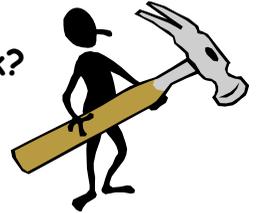
Initial project review takes approximately 3 weeks from date of submittal. Time frame for permit



issuance can depend on a variety of issues including scope of project, completeness of application, site location in relation to critical areas and applicant response time to any request for additional information.

When can I start site work?

Site work may begin after the permit has been issued.



What inspections are required and when?

The installation of a manufactured home constructed prior to June 15, 1976 requires a Fire and Life Safety inspection from Washington State Department of Labor & Industries. Documentation of this inspection approval is required at the time of the first inspection by Skagit County.

Usually, the first inspection performed by Skagit County is for the tie-downs, support system, and site-installed plumbing and heating systems prior to the installation of skirting. The second inspection may be combined with the final inspection if the skirting, landings, decks and stairways have been installed along with the driveway, final grading, posting of address and completion of all permit conditions.

When can I move in?

After the final inspection has been approved by Skagit County.

DEFINITIONS



Alteration: The replacement, addition, modification or removal of any equipment or installation that affects the construction, planning considerations, fire safety, or the plumbing, mechanical and electrical systems of a manufactured home.

A.N.S.I.: The American National Standards Institute, Inc.

Installation: The activity needed to prepare a building site and to set a manufactured home within that site. Site means a tract, parcel or subdivision of land including a mobile home park.

Manufactured home: A single-family dwelling built according to the Department of Housing and Urban Development Manufactured Home Construction and Safety Standards Act.

Mobile home: A factory-built dwelling built prior to June 15, 1976, to standards other than the H.U.D. Code, and acceptable under applicable state codes in effect at the time of construction or introduction of the home into the state. For the purpose of this handout, references to manufactured homes include mobile homes.

INSTALLATION GUIDELINES & GENERAL REQUIREMENTS

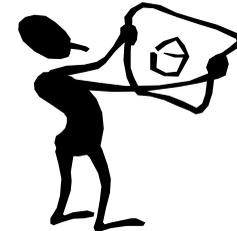
Specific installation procedures are based on either the manufacturer's installation manual for new homes or the A.N.S.I. standards for relocated homes. The following guidelines are a brief summary taken mostly from the A.N.S.I. standards.

SITE PREPARATION

- Installation guidelines assume that the minimum load bearing capacity of the soil is 1500 psf.
- Remove all organic material from placement site.

FOOTING SYSTEMS

- Footings and pier design depend on such factors as soil conditions, dimensions of the home, roof loads and the capacity and spacing of the piers.
- Typical standard footings are constructed of minimum 3 1/2"x 16" x 16" solid concrete pads or two 8"x 8"x 16" solid concrete blocks laid with their joint parallel to the main frame of the home.



FOUNDATION SYSTEMS

- Piers must be built and positioned to distribute the loads evenly.
- Listed manufactured piers or devices may be used or piers may be built on site of concrete blocks with their cores placed vertically.
 - A pier may be a single stack of 8" x 8" x 16" blocks if not stacked more than three blocks high and are placed at a right angle to the main frame of home. These can be capped with no more than two 2" x 8" x 16" wood blocks or one 4" x 8" x 16" concrete block.

- A pier may be made of a double stack of 8" x 8" x 16" blocks if not more than five blocks high. Each row of blocks in such pier shall be stacked at right angles to the abutting rows of blocks. The pier must be installed so that the joint between the cap blocks is at a right angle to the main frame of the home.
- A pier may be made with more than five rows of blocks if filled with minimum 2000 psi concrete. A licensed architect or engineer must design a foundation system that includes any blocks more than 72" (9 blocks) high or in which more than 20% of the piers exceed 40" (5 blocks) high.

FOUNDATION SYSTEM PLATES & SHIMS

An installer may fill a gap between the top of a pier and the main frame of the home with a wood plate that is not more than 2" thick. Wood shims must be of Hem-fir, Doug-fir or Spruce-pine-fir. A shim must be minimum of 4" wide and 6" long.

ANCHORING SYSTEMS

- Listed ground anchors may be used if installed and adjusted to the manufacturer's specifications. Steel rods cast in concrete slabs or continuous footings may also be used and shall provide resistance to the specified loads.
- Ties must be connected to the main frame of the home and shall be spaced as evenly as possible with a maximum spacing of 11' and a tie located within 2' of each end of the frame. Ties must have an installed angle of 45-50 degrees.

- Strapping must be attached to frame as directed by the manufacturer's specifications.
- Cable ties must be connected to the main frame by a 5/8" closed-eye bolt through a hole drilled in the center of the I-beam web. Tension devices must be constructed to prevent disconnection if the tie becomes slack. Two U-bolt clamps shall be used at each eye.

PLUMBING

- Supply piping must be tested by the installer to 100 psi before final hook-up to service.
- An accessible shut-off valve must be installed between the supply and the inlet to the home.
- Exposed sections of water supply line must be insulated to prevent freezing.
- Drain piping must be tested by the installer by capping the line and filling with water before final hook-up.
- Drain piping must be adequately supported to provide a minimum of 1/4" drop per foot of run. *Exception:* 1/8" drop per foot allowed if a cleanout is installed at the upper end of the run.



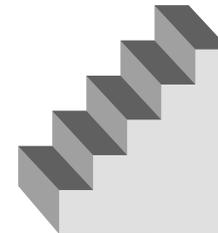
MECHANICAL

- Gas piping must be tested by qualified personnel prior to final hook-up.
- Heat ducting must be supported to prevent contact with ground.

SKIRTING AND VENTILATION

- A manufactured home must have skirting around the entire perimeter.
- Wood skirting within six inches of ground shall be pressure treated.
- Ventilation must be provided at 1/150 of the underfloor area.
- *Exception:* ventilation may be reduced to 1/300 of the underfloor area if a full 3 1/2" slab is poured under home. Vents should be equally spaced along at least two opposite sides and be as close to the corners as practical.
- A six mil. vapor barrier, or alternative, must be installed on the ground surface to reduce moisture.
- The hot water pressure relief valve piping, dryer vent ducting and condensate drain must exit skirting.

- Stairs must be a minimum of 36" wide, have a 4"-8" rise and a minimum 9" run. Headroom of 6'8" is required, measured vertically from the nose of the treads.
- Handrails are required on stairways with four or more risers. The handrail shall have a cross-sectional area 1 1/4"- 2" and be installed 34"-38" above nose of treads.
- Guardrails are required on all decks and stairs exceeding 30" above grade. The intermediate rails or an ornamental pattern shall be such that a 4" sphere cannot pass through.
- Wood must be treated or of natural resistance to decay. Nails and screws must be corrosion resistant.



DECKS, LANDINGS AND STAIRS

- Any deck not over 30" above grade without a roof or any deck not more than 32 sq. ft. without a roof, regardless of height, will be covered under the manufactured home permit.
- Landings are required at all exterior doorways.
- Landings must be a minimum of 36"x 36" and be within one inch of the threshold.
 - *Exception:* There may be one step down to a landing provided the door does not swing over the landing.