



Code Administrators, Inc.

Plan Review ~ Code Inspection ~ Code Consulting ~ Code Education ~ Code Development
York Lancaster

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PLAN SUBMITTAL GUIDE FOR MANUFACTURED HOUSING

PERMIT APPLICATION

The first step in the permit process is to completely fill out the appropriate Zoning, Use and/or Building permit applications.

- Submit the following along with the permit application:
 - ✓ 3 copies of a site plan with footing and tie down layout and floor plan with the manufacturer's DAPIA approved support and foundation installation manual.

The site plan is for zoning review while the office of the building official reviews the floor plans, cross sections and specifications. One set of complete plans will remain at the office of the building official in order to make the inspection process easier, while the second set of plans will be returned to the applicant. Plans returned are to remain on the job site until final inspections have been completed. **THE MANUFACTURE'S DESIGN DATA PLATE IS REQUIRED TO BE PERMANENTLY ATTACHED TO THE HOME.**

GENERAL

- ✓ A manufactured home shall be limited in use to use as a single dwelling unit.
- ✓ Provide a 3' x 3' landing or manufactured stairs with 3' x 3' landing at egress doors. Landing 30" or more above grade require guard rail and 2.25" cross section graspable handrail with maximum guard openings at 4". Provide X bracing on landing post to resist lateral movement.

FOUNDATION SYSTEM

Scaled drawings are to be submitted with the scale indicated on each plan

- ✓ Provide Manufacturer's DAPIA approved installation manual for the home showing all foundation piers and tie downs.
- ✓ Provisions shall be made for the control and drainage of surface water away from the manufactured home. Grade under home required to be level or sloped so water won't be retained.
- ✓ Piers shall be designed and constructed to distribute loads evenly. Multiple section homes may have concentrated roof loads, which will require special consideration. Load-bearing piers may be constructed utilizing one of the methods listed below. Such piers shall be considered to resist only vertical forces acting in a downward direction. They shall not be considered as providing any resistance to horizontal loads induced by wind or earthquake forces.
 1. A prefabricated load-bearing device that is listed and labeled for the intended use
 2. A cast-in-place concrete device pier with concrete having specified compressive strength at 28 days of 2,500 psi (17 225 kPa)
 3. Dry stacked masonry piers are required to be 36" below grade
- ✓ Shims are required to be steel or hardwood.
- ✓ All corner piers over 24" in height shall be at least 16" by 16" consisting of interlocking masonry units and shall be fully capped with minimum 4-inch solid masonry units or equivalent.



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- ✓ Except for corner piers, piers 36" or less in height may be constructed of masonry unit, placed with cores or cells vertically. Piers shall be installed with their long dimension at right angles to the main frame member they support and shall have a minimum cross-sectional area of 128 square inches. Piers shall be capped with minimum 4-inch solid masonry units or equivalent.
- ✓ Tie downs are required to be sunk in the ground to a full depth and to below the frost line (36") with a stabilizing plate. **THESE ARE NOT PERMITTED IN CONCRETE UNLESS APPROVED BY A PROFESSIONAL ENGINEER CERTIFIED IN THE STATE OF PENNSYLVANIA.**
- ✓ Tie downs are required to wrap around the frame and be protected from steel edges.
- ✓ Tie downs are required to be on a 20- to 45-degree angle of vertical.
- ✓ Footings shall be placed a minimum of 24" diameter x 36" below grade on undisturbed soil or professionally engineered fill.

GROUND ANCHORS

- ✓ Ground anchor shall be designed and installed to transfer the anchoring loads to the ground. The load-carrying portion of the ground anchors shall be installed to the full depth called for by the manufacturer's DAPIA approved installation directions and shall extend below the established front line into undisturbed soil.
- ✓ Manufactured ground anchors shall be listed and installed in accordance with the terms of their listing and the anchor manufacturer's DAPIA approved instructions and shall include means of attachment of ties meeting the requirements of Section AE605. Ground anchor manufacturer's DAPIA approved installation instructions shall include the amount of preload required and load capacity in various types of soil.
- ✓ Each ground anchor shall be marked with the manufacturer's identification and listed model identification number, which shall be visible after installation. DAPIA approved instructions shall accompany each listed ground anchor specifying the types of soil for which the anchor is suitable under the requirements of this section.
- ✓ Each approved ground anchor, when installed, shall be capable of resisting an allowable working load at least equal to 3,150 pounds in the direction of the tie plus a 50% overload (4,725 pounds total) without failure.
- ✓ Anchoring systems shall be so installed as to be permanent. Anchoring equipment shall be so designed to prevent self-disconnection with no hook ends used.
- ✓ Tensioning devices, such as turnbuckles or yoke-type fasteners shall be ended with clevis or welded eyes.

UTILITY CONNECTIONS

- ✓ Under-floor access openings shall be provided. Such openings shall be not less than 18" in any dimension and not less than 3 square feet in area and shall be located so that any water supply and sewer drain connections located under the manufactured home are accessible.
- ✓ Plumbing shall be installed in accordance with the 2006 International Residential Code Chapter 30.



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- ✓ Electrical service shall be installed in accordance with PP&L rules and regulations.
- ✓ Electrical wiring methods from the exterior disconnect to the manufactured housing sub panel shall be in accordance with the 2006 International Residential Code.

APPLICATION TO EXISTING MANUFACTURED HOMES

- ✓ Additions made to a manufactured home shall be designed and constructed in conformance with the current building code for new construction.
- ✓ Additions shall be structurally separated from the manufactured home unless professionally engineered.
- ✓ Alterations or repairs may be made to any manufactured home without requiring the existing manufactured home to comply with all the requirements provided that the alteration or repair complies with that required for new construction, and provided further that such additions, alterations or repairs will create no hazard to life, health or safety.
- ✓ Manufactured homes which are to be relocated within this jurisdiction shall comply with the same provisions as a new installation.
- ✓ Accessory buildings shall not be structurally supported by or attached to a manufactured home unless engineering calculations are submitted to substantiate any proposed structural connection.

INFORMATION REQUIRED IF APPLICABLE

- ✓ Location of an on lot sewage system
- ✓ Location of wells for private water source
- ✓ Location of the 100-foot clear site triangle for all corner lots. Any lot which contains a 100-foot clear sight triangle **MUST** have the following note written on the site plan: **“Nothing shall be placed, planted, set or put within the area of the 100-foot clear sight triangle that obscures motorist vision.”**
- ✓ Location of the 100-year floodplain and the 100-year floodplain elevation
- ✓ The lowest floor elevation for lots with a floodplain must be noted on the site plan
- ✓ The boundaries of the 100-year floodplain must be field staked prior to any on site construction
- ✓ Location of all known wetland areas

MANUFACTURED HOUSING ACT 158 OF 2004

- ✓ All installers of NEW manufactured housing must be certified and provide Certificates of Completion to BCO (effective 8/23/06)
- ✓ BCO may not issue a Certificate of Occupancy unless they have received a Certificate of Completion prepared by a Certified Installer (effective 8/23/06)

All variances and special exceptions must be noted on the site plan, including case number and approved date.

THIS LIST IS A GENERAL GUIDE FOR REFERENCE. ADDITIONAL INFORMATION MAY BE REQUIRED BASED ON JOB SPECIFIC SITUATIONS.



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