

# MANUFACTURED HOMES

THIS INFORMATION PACKET IS INTENDED TO BE A GENERAL GUIDE FOR THE BUILDING PERMIT PROCESS FOR MANUFACTURED HOMES IN THE CITY OF ASHTON. EVERY ATTEMPT HAS BEEN MADE TO INSURE ACCURACY. HOWEVER, IF THERE SHOULD BE A CONFLICT BETWEEN THIS DOCUMENT, THE STATE, HUD/FHA, AND/OR LOCAL ADOPTED CODES, THE ADOPTED CODES MUST BE USED.

The Ashton City Council and city employees are here to assist you. We appreciate your selection of Ashton as your residence. We will make every attempt to answer your questions and help you in any way possible.

Please remember that the standards and requirements help to insure that your home is properly installed and make Ashton a better community to live in.

Federal, state and local codes govern the installation of manufactured homes. Please review all sections of this informational brochure and prepare your plans accordingly. Complete and adequate plans will eliminate any unnecessary delays in the issuance of your building permit.

*Please contact the following City or State Departments if you need further information or assistance.*

## **State of Idaho:**

Department of Public Safety --- 208-334-3896

State Electrical Inspector ----- 356-4830

State Plumbing Inspector ----- 652-7210

## **City of Ashton:**

Building and Zoning Dept. ----- 652-3987

City P&Z Administrator ----- 652-3987

City Engineer ----- 656-8800

Fire Dept ----- 652-7711

## **DEFINITIONS: GENERAL REQUIREMENT**

**MANUFACTURED HOME**-An engineered structure assembled in a factory after June 15, 1976 which meets Housing and Urban Development (HUD) construction standards and is to be used as a permanent dwelling. Refer to Appendix I of the Ashton Municipal Code.

**MOBILE HOME**-An engineered structure assembled in a factory prior to June 15, 1976 and the adoption of Housing and Urban Development (HUD) construction standards.

**REHABILITATED MOBILE HOME**-A mobile home that has been rehabilitated under the provisions of Idaho Code 44-250 1 and is therefore considered the same as a manufactured home.

**MOBILE HOME PARK**-A tract of land under single ownership on which two (2) or more manufactured homes are located and such site meets the manufactured home park zoning requirements of the City of Jerome. Dwelling units may be referred to as rehabilitated mobile or manufactured homes and the site referred to as either a park or court.

## **1- BUILDING PERMITS**

- A. Building Permits are required to insure that the manufactured homes and the installation of manufactured homes meet the specifications set forth in Chapter 22, Title 44 of Idaho Code, HUD regulations, manufacturer's specifications, and the City of Ashton zoning and building codes.
- B. An approved Building Permit must be obtained prior to the start of any work on the building site.

## **2- MINIMUM APPLICATION REQUIREMENTS**

- A. Two (2) sets of plans are required including the following:
  - 1- A Site Plan, except for units installed in a park.
  - 2- A Foundation Plan except for units installed in a park.
  - 3- Blocking and tie down setup details.
  - 4- Detailed construction plans for steps, landings and accessory buildings. Plans for the steps and landings must include the foundation, landing size, rise and run of steps, and the guardrail and/or handrail.
- B. A copy of the manufacturer's installation specifications for the specific home must be included with the application for all new homes. If the manufacturer's specifications are unobtainable, used homes may be installed in accordance with the state specifications,.
- C. In those cases where the manufacturer's setup instruction book contains several models and sizes, the specifications of the unit to be installed must be clearly defined to prevent any

confusion. *Typical plans or specifications may not be used.*

- D. In those cases where manufacturer's specifications are not obtainable, the selected state specifications must be submitted with the application.
- E. All plans should be drawn to a scale of  $\frac{1}{4}'' = 1'$ , except the site plan and manufacturer's plans which may be of a smaller scale.

### **3- SITE PLAN DRAWINGS AND INFORMATION**

The zoning and building departments will need the following information shown on the Site Plan, except for units to be installed in a manufactured home park:

1. Site plan should be drawn to-scale and contain the legal description and address.
2. Show orientation with the north arrow.
3. Show property lines and lot dimensions.
4. Indicate all easements for water, sewer line, utilities, etc. on the Site Plan.
5. Show location of proposed new construction, additions and existing buildings.
6. Show the building setback from all property lines. (Please do not use curb or sidewalk as a property reference line.)
7. Show site drainage system including drainage away from the home and any swale or retention area for on-site storage of surface water.
8. Show proposed and/or existing curb, gutter, sidewalk and driveway approaches.
9. Copy of well and septic system permit, and drain field location if applicable.

Any revision to the site plan after the permit is issued must be submitted for review and approved prior to the change being made on the site.

### **4- INSPECTIONS AND OCCUPANCY AUTHORIZATION**

- A. The building permit holder is responsible for requesting inspections and securing authorization to occupy the facility. (Refer to inspection record card for State and City required inspections.)
- B. The home may **not** be occupied or used until all inspections have been completed and occupancy authorized by the City of Ashton Building Department. *The dealer's or installer's certification of completion is not authorization to occupy the home.*

### **5- ADDITIONS, REMODELING, PATIO AND CARPORT COVERS**

- A. Any remodeling, modifications, renovation or repair of a manufactured or rehabilitated mobile home, or the attachment of any structure to the unit, will require the manufacturer's specifications and approval documents; or the state licensed engineer must design and approve the proposal prior to the issuance of a building permit.

- B. A separate building permit is required for each building or structure such as a garage, carport, patio, deck, storage shed, etc. *(Some items may be exempt.-- Please contact the building department for type and size of projects which may be exempt.)*

## **6- GENERAL PROVISIONS**

- A. **All manufactured homes setup in the City of Ashton are required to be installed on permanent foundations, including a concrete and/or masonry perimeter foundation except in a manufactured home park.**
- B. All manufactured homes must be installed in accordance with Chapter 22, Title 44, **Idaho Code, and/or** the manufacturer's specifications and the City of Ashton codes.
- C. Manufactured homes may be installed in all zoning districts that permit residential housing.

## **7- MINIMUM STANDARDS**

*MANUFACTURED HOMES INSTALLED IN THE CITY OF ASHTON MUST MEET THE FOLLOWING PROVISIONS SET FORTH IN IDAHO CODE 67-6509A.*

- A. Must be multi-sectional with a minimum floor area of one thousand (1000) square feet.
- B. Must have a non-metallic, wood shake or asphalt shingle roof with a minimum slope of 3/12 and a minimum six (6) inch eave.
- C. Must have horizontal aluminum, vinyl, simulated wood or wood siding.
- D. Must have a concrete or masonry perimeter foundation and concrete footing. Metal, plastic, wood or similar skirting materials are not permitted.
- E. Must be permanently affixed and set upon a foundation base with a totally concealed anchoring system. The running gear and towing hitch must be removed.

Manufactured homes **installed** in a manufactured **home park are exempt from the size and permanent foundation requirements.**

## **8- MANUFACTURED HOME PARKS**

- A. All units must have been constructed for the purpose of residential housing.
- B. Recreational vehicles are not permitted except in an area designated for recreational vehicles only.
- C. All dwelling units shall be installed in accordance with the manufacturer's specifications or the state standards.
- D. All dwelling units must have steps and landings installed at the front and rear doors which will meet minimum 2000 International Residential Codes standards prior to the use or occupancy of the home.

## **9- STATE OF IDAHO LICENSE AND PERFORMANCE BOND REQUIREMENTS**

Persons engaged in a manufactured home business involving the manufacture of manufactured homes, dealers, brokers, services and/or salespeople shall secure a license and performance bond prior to carrying out any business function. This includes persons in charge of, or supervising, the manufactured home setup. (Concrete foundation installers are exempt from licenses and bonding.)

## **10- STATE OF IDAHO INSTALLATION STANDARDS FOR MANUFACTURED HOMES**

**The state installation specifications may be used for the installation of used manufactured homes when the manufacturer's specifications are not available.**

**New manufactured homes must be installed in accordance with the manufacturer's specifications.**

A. Interior footings must be constructed of one of the following:

- 1- Precast or poured-in-place concrete, not less than 16 inches x 16 inches x 4 inches, or
- 2- Two concrete pads, 4 inches x 8 inches x 16 inches, installed side by side, or
- 3- Other materials and sizes approved by the Building Department which provide equivalent load-bearing capacity and resistance to decay and/or when justified by soil compaction analysis.

B. Supports must be one (1) of the following:

- 1- Steel piers sufficient to carry the weight of the manufactured home must be installed under the supporting frame, spaced at a distance not exceeding 6 feet on center, with the end piers not further than 2 feet from the end of the manufactured home. No steel pier may be used unless it has been approved by the department and has a minimum of 3,000 pounds of compressive strength.
- 2- Concrete, cinder or pumice block piers, having a minimum of 3,000 pounds compressive strength, must be installed under the supporting frame, spaced at a distance not exceeding 6 feet on center, with the piers not further than 2 feet from each end of the manufactured home. Concrete, cinder or pumice block piers must be constructed of blocks 8 inches x 8 inches x 16 inches.
- 3- The cells of the blocks must be vertical and placed perpendicular (crosswise) to the main frame.
- 4- A wood plate measuring 8 inches x 16 inches, not exceeding 2 inches in thickness, and shims that transfer loads uniformly, not exceeding 1 inch in thickness, shall be permitted to be used to fill any gap between the top of the pier and the main frame. Two 2 inch or 4 inch solid concrete blocks shall be permitted to fill the remainder of any gap. Shims shall be at least nominal 4 inches wide and 6 inches long and

shall be fitted and driven tight between the wood plate or pier and main frame. No other pier **support material will be approved unless it provides equivalent load-bearing capacity and can be documented by engineering calculations.** All **material having** ground contact must be resistant to decay.

- 5- Block piers more than 40 inches, but not more than 80 inches in height, must be constructed by using double tiers with interlocking concrete, cinder or pumice blocks. Block piers more than 60 inches in height must be constructed of concrete, cinder or pumice blocks with ½” inch reinforcing steel bars inserted vertically and the cells of the blocks poured solid with concrete.
- C. A manufactured home of more than one section must have centerline blocking at end walls and at any other point of connection of the sections of the manufactured home that are at a ridge beam bearing support.
- D. The house will be set so that 75% of the area under the home has at least 12 inches of clearance between the bottom of the I-beam and the ground level.
- E. The skirting installed on manufactured homes in a park shall be properly vented, with no less than a minimum of eight, 96 square inch vents (net size of screen), spaced no more than 25 feet apart, with one vent no more than 3 feet from each corner in both directions.

## **11- STATE OF IDAHO REQUIREMENTS FOR PERMANENT FOUNDATIONS**

The following requirements shall apply to the construction of a permanent foundation. Either system A or B shall be acceptable. Plans submitted must show the system proposed.

- A. System A — **The home is primarily supported by the “I” beams.** The requirements are as follows:
  - 1- I-Beam Ribbon Footings: Ribbon footings shall be poured, concrete, continuous footings at least 20 inches wide and 8 inches deep that are placed on firm, undisturbed soil at least 24 inches below the finished grade. Slabs shall be level and parallel to, and centered on, the main frame beams and extend to the end of the frames. Slabs shall contain three “number 4” reinforcing rods evenly spaced.
  - 2- Piers: Blocking shall have a maximum spacing of 6 feet.
  - 3- Centerline Support: The minimum centerline, support, base block shall be 16 inches x 16 inches x 4 inches. However, when the manufacturer’s setup instructions require larger supports, then those requirements shall be met.
  - 4- Anchoring: Weather-resistant anchor ties shall be embedded in the outside ribbon footing within 3 feet of each end and with a maximum of 12 feet between centers, and shall be tied to the I-beam with cable or zinc-coated strapping. Anchor ties shall be designed for a 3,150 pound working load and withstand a 50% overload (4,750 lbs).
  - 5- Crawl-Space Enclosure: The crawl space beneath the home shall have a perimeter foundation-type enclosure, adequately secured to the perimeter of the home and

designed and supported to resist all forces to which it may be subjected without transmitting those forces to the building superstructure. The bottom of the enclosure shall be at least 24 inches below the finished grade. Minimum venting of the perimeter enclosure shall be one minimum 96 square inch vent (net size of screen) every 25 feet, and shall include one minimum 96 square inch vent (net size of screen) 3 feet from each corner in both directions. No enclosure shall have less than 8 vents.

- 6- Perimeter Foundation: Foundation design must be shown on the plans, and must meet the 2000 International Residential Code and minimum standards established for the City of Ashton.

B. System B — **The home is supported by the perimeter foundation.**

- 1- Perimeter Support Foundation — The foundation shall be erected, with or without a basement, on-site with a minimum of 6 inch x 16 inch poured concrete perimeter footing at least 24 inches below finished grade. The foundation shall have a minimum 24 inch high, adequately vented, perimeter stem wall. The stem wall shall be composed of 6 inch poured concrete; or 8 inch thick mortared, concrete block with number 3 reinforcing rebar every 48 inches; or all-weather wood with a minimum ½” inch plywood facia that is secured with galvanized 8d nails to 2 inch x 4 inch plates and with studs on 16 inch centers. The concrete or masonry wall shall have a minimum 2 inch x 4 inch construction redwood or pressure-treated sill plate secured 6 feet on center with **1/2** inch anchor bolts. **The home shall be supported by the perimeter foundation.**
- 2- Piers — Blocking shall be a maximum of 12 feet on center with minimum 16 inch x 16 inch x 4 inch concrete pads on undisturbed soil.
- 3- Anchoring — Weather-resistant anchoring devices shall be embedded in the side wall footings 36 inches from each end and a maximum of 12 feet between centers, and shall be tied to the I-frame with cable or zinc-coated strapping designed for a 4,750 pound work load.
- 4- Centerline Support — The centerline of the home shall be supported with minimum 24 inch x 24 inch x 8 inch poured concrete footings located at each structural load bearing support beam. Each pad shall have four number 4, rebar reinforcing and shall be placed on undisturbed or compacted soil.

C. General Provisions — **For both Systems A and B.**

- 1- Centerline Blocking — A manufactured home of more than one section must have centerline blocking at end walls and at any other point of connection of the sections of the manufactured home that are at ridge beam bearing support.
- 2- Vapor Barrier — The ground in the crawl space shall be covered by a minimum 4 mil visqueen vapor barrier, if required by the manufacturer.
- 3- Access — A crawl space between the bottom floor structure of the manufactured home and the footing pad must be a least 24 inches in height. Access to the crawl space must be by an opening which is 18 inches x 24 inches or larger. A tight fitting cover shall be provided for the opening. Pipes, ducts and other obstructions other than structural materials must not interfere with access to, or within, the space below the floor. Crawl spaces and other spaces below floors must be ventilated by an approved mechanical

means or by no less than eight minimum 96 square inch vents (net size of screen) that shall be spaced no more than 25 feet apart, with one vent no more than 3 feet from each corner in both directions.

- 4- Site Grading — Exterior grade shall be a minimum of 8 inches below the bottom of the unit. The ground shall slope away from the unit and shall be at least 6 inches drop for 10 feet around the home.
- 5- Footing & Foundation Size — The footing and foundation must be designed to provide at least 8 inch separation between the bottom of the unit and finished grade, and at least 24 inches between the finished grade and the bottom of the footing.

## **12- OCCUPANCY PERMIT**

The City of Ashton Building Department does not issue Certificate of Occupancies, for manufactured homes, since these structures are constructed or assembled outside of the building department's jurisdiction and are not inspected by city building inspectors during construction.

When these units are set up within the City of Ashton, a Building Permit is required. Inspections are performed to insure that the following items are adhered to:

- A. The home is setup according to the manufacturer's specifications and/or
- B. State setup requirements have been met when the manufactured home is not new and the manufacturer's specifications are not available.
- C. The permanent foundation is properly constructed and the home installed according to approved methods.
- D. Steps and landings meet minimum 2000 International Residential Code standards and are installed at the front and rear doors *prior to* the use or occupancy of the home.
- E. The drainage system around the home, driveway access and parking meets applicable standards.
- F. A final inspection by the City of Ashton Building Department has been completed and approved prior to moving in for residential use.

An Inspection Record Card is used by our office to advise all parties concerned of the inspections completed and approved. The Building Inspector's signature and date in the space marked "Approved for Occupancy" is the City's authorization to occupy and use the home.