REQUIREMENTS FOR PLACING A MANUFACTURED HOME IN A MOBILEHOME PARK

BUILDING DIVISION

A. ELIGIBILITY

Only mobile homes constructed between September 15, 1971 and June 14, 1976; and manufactured homes constructed on or after June 15, 1976 that have been issued an insignia of approval by the State of California Department of Housing and Community Development (HCD) or have been certified under the National Mobilehome Construction and Safety Standards Act of 1974 (42 U.S.C. Section 5401 et seq.) may be permanently located in a mobilehome park only upon compliance with the requirements set forth below *(for the purpose of this document the term "manufactured home" shall be used for all references to both mobile homes and manufactured homes)*.

A Park Model Trailer is a type of recreational vehicle (RV). Recreational vehicles are not approved for permanent habitation. A Park Model Trailer is not a type of mobilehome. A Park Model Trailer shall not be used for permanent habitation and shall not be placed on a foundation or pier system or be affixed to the ground for permanent use.

B. REQUIREMENTS

An eligible manufactured home shall comply with the following requirements when located in a mobilehome park.

1. Has not been altered in violation of applicable codes.
2. Is occupied only as a residential use.
3. If attached to a designated foundation system, it shall comply with the provisions of Section 18551 of the Health and Safety Code.
4. If located within a Fire Severity Zone it must be covered with a non-combustible exterior wall finish (stucco, cement fiber board, etc.) per County Building Code 704A.3.1. The exterior covering material shall extend to the ground, except that when a solid concrete or masonry perimeter foundations is used, the exterior covering material need not extend below the top of the foundation.
5. Roofs shall have a pitch of not less than 2 inches vertical rise for each 12 inches of horizontal run (2:12) and consist of asphalt shingles or other material customarily used for conventional dwellings, unless waived by the Director per items 8 or 9 below. All roofing shall have a class "A" fire rating per County Building Code Section1505.1.
6. All roofs shall include roof overhangs of not less than one foot measured from the vertical side of the manufactured home, except where the location of attached structures, such as carports, garages, porches or similar structures precludes the continuation of the overhang, or unless waived by the Director under 9 below. Combustible eave overhangs and fascias shall be constructed as required in guidance document PDS #198. Please provide eave details. (County Building Code Section 704A.2.3)

C. PERMITTING OF A MANUFACTURED HOME

Housing & Community Development (HCD) regulates Manufactured Home design and manufacturing. Manufactured Homes are initially personal property and are registered through HCD when first sold.

Pursuant to Health and Safety Code Section 18551, when a Manufactured Home is installed on a foundation system, the owner of the property has the choice to install the Manufactured Home as either 1. As fixture or improvement to real property (so as to become real property) or 2. As chattel (so as to remain personal property).

In either case (choice 1 or 2), a building permit is required to construct the foundation, to provide the necessary access to the Manufactured Home. This is including disabled access where required, and to hook up utilities when necessary.

D. CONVERTING A PERSONAL PROPERTY MANUFACTURED HOME VS. REAL PROPERTY MANUFACTURE HOME

When installed as a fixture or improvement to real property (choice 1 above), the Manufactured Home unit must also be converted to real property under the provisions of Health and Safety Code Section 18551(a). This requires the following:

1. To apply for the building permit, the owner, dealer, or contractor must:

    a. Obtain authorization from the park manger on the Mobilehome permit application form PDS292 in section 1 of the application, please see attached form.

    b. Obtain authorization from the park manager on the Mobilehome installation information form PDS 055a, please see attached form.

    c. Provide evidence that the registered owner of the Manufactured Home to be installed either holds title or is purchasing the real property on which the installation is to be made, or holds a transferable lease on the property with a term of 35 years or more. If the term of the lease is less than 35 years, the term must be mutually agreed to by the lessor and lessee and may not be revocable by the lessor, except for cause.

    d. Provide written evidence that the registered owner owns the Manufactured Home free of any liens or if there is a lienholder(s), that lienholder(s) has consented to the placement of the Manufactured Home unit(s) on a foundation system as an improvement to the underlying property. Evidence will include the HCD Certificate of Title or DMV pink slip(s) and registration card. Lienholder consent letter will be prepared on official letterhead and include the APN (assessor parcel number) and unit serial number. If the registered owner is not the legal owner, then written evidence of the legal owner's consent is also required.

    e. Provide plans and specifications required by HCD regulations for the Manufactured Home.

    f. Provide the approved manufacturers installation instructions or plans and specifications signed by a licensed California architect or registered California engineer covering the installation of the Manufactured Home.

    g. Pay applicable County fees, including a state fee of eleven dollars ($11) per transportable section and submit with form HCD 433A, please see attached form HCD 433A.

2. After installation and before the issuance of a Certificate of Occupancy (form HCD513C) the following requirements must be met:

    a. If the Manufactured Home(s) has(have) been sold to the owner by a dealer, all information not originally available to complete form HCD 433A (i.e., manufacturer name, serial number(s), date of manufacture, dealer's license number, and HCD insignia(s)/HUD label number(s)) must be completed. Incomplete forms will be returned for completion.

b. If the Manufactured Home(s) is(are) owned by the individual requesting installation, the following items are required to be surrendered to the local building department prior to issuance of a Certificate of Occupancy:

   i. Certificate of Title and Registration issued either by HCD or DMV.

   ii. Any license plates or decals issued by either HCD or DMV.

   Caution: Do not remove the HCD insignia(s)/HUD label(s) that certify the compliance of the Manufactured Home(s).

c. When the form HCD 433A is completed with all required information and when all titles, certificates, plates, or decals are surrendered, a Certificate of Occupancy may be issued and the form HCD 433A recorded with the county recorder. The owner is to be provided with a copy of the form HCD 433B, Notice to Assessor (see attached form), by the local building department. The owner is required to complete and submit the Notice to Assessor to the county assessor.

d. Form PDS #123C "Manufactured Home Exterior Description" (see Attachment C) and unit photos or a completed form PDS #123D (see Attachment D) "Certification of Manufactured Home Construction Criteria and Exterior Appearance" completed by the manufactured home dealer.

e. Upon recording Form HCD 433(A), the local building department shall forward a copy of the completed and recorded Form HCD 433(A), a copy of the certificate of occupancy (form 513c), the $11 per transportable section fee that was collected, and all applicable titles, certificates, and license plates or license decals to:

   Department of Housing and Community Development
   Manufactured Housing Section
   P.O. Box 31
   Sacramento, CA 95801

E. CONVERTING A REAL-PROPERTY MANUFACTURED HOME TO A PERSONAL PROPERTY MANUFACTURED HOME

Manufactured Homes that have already been converted to real property may be converted back to personal property at any time. To do so the property owner must follow the appropriate HCD processes to convert the Manufactured Home back into personal property.

F. ALTERATIONS OR ADDITIONS

The County of San Diego does not have jurisdiction over any alterations or additions of a Manufactured Home unit itself. Any alterations or attached additions to a Manufactured Home unit must go through HCD's review and approval process.

G. REMOVAL OF A MANUFACTURED HOME FROM A FOUNDATION

If a Manufactured Home is also to be removed from a foundation, a building permit from the County of San Diego will be required for its removal.

If you have any questions regarding any of these procedures or provisions of Section 18551 of the Health and Safety Code or need additional copies of Form HCD 433(A) or HCD 433(B), you may contact the Manufactured Housing Section of HCD, Codes and Standards at (916) 445-3338 or by writing to P.O. Box 31, Sacramento, CA 95801.

REMINDER: USE BLACK INK ONLY WHEN FILLING OUT HCD FORMS 433(A) AND 433(B)

F. ACKNOWLEDGMENTS

Manufactured Home Unit Owner: I, the undersigned, am the registered and legal owner of the Manufactured Home unit(s). I have read and understand the above requirements, and elect to install the Manufactured Home unit(s) based upon the following:

[ ] Choice 1: As a fixture or improvement to real property (so as to become real property),

or

[ ] Choice 2: As a chattel (so as to remain personal property).

_____ _____
Signature Date

_____
Print Name

Real Property Owner: I, the undersigned, am the legal owner of the real property on which the Manufactured Home unit(s) is (are) to be installed. I have read and understand the above requirements, and consent to installation of the Manufactured Home unit(s) pursuant to the installation choice made by the Manufactured Home Unit Owner as indicated above.

_____ _____
Signature Date

_____
Print Name

ATTACHMENTS:

A. Form PDS #292, Mobile Home Park/Site Permit Application

B. Form PDS #0556a, Mobilehome Installation Information

C. Form HCD form 433A, Notice of Manufactured Home, Mobilehome or Commercial Modular-Installation on a Foundation System

D. Form HCD 433B, Title 25 – Section Summary for Manufactured Home Installations on a Designated Foundation System

E. Form PDS #123C, Manufactured Home Exterior Description

F. Form PDS #123D, Certification of Manufactured Home Construction Criteria and Exterior Appearance

Office use: **Permit Number:** _____

County of San Diego, Planning & Development Services

MOBILE HOME PARK/SITE PERMIT APPLICATION

BUILDING DIVISION

APPLICANT TO COMPLETE SECTIONS 1 THROUGH 9

1

MOBILE HOME PARK INFORMATION Assessor Parcel Number:

Park Name: Park ID Number: 37- Community:

Park Address: City: Zip: Space Number:

Lot Occupant/Owner Name: Phone: E-mail:

Lot Occupant/Owner Address: City: Zip:

APPLICANT CERTIFICATION: I certify that I have read this application and state that the above information is correct. I agree to comply with all county ordinances and state laws relating to building construction, and hereby authorize representatives of this county to enter upon the above-mentioned property for inspection purposes.

Applicant Signature: _____ Date: _____

MOBILE HOME PARK MANAGER'S APPROVAL *(Manager must sign in order to submit the application. Plan check fees due with application and are not refundable.)*

Manager signature: _____ Date: _____

2

CALIFORNIA LICENSED CONTRACTOR INFORMATION

CA License Class: CA License Number:

Business Name: E-mail:

Street: Suite #:

City: State: Zip: Phone:

3

LICENSED CONTRACTOR DECLARATION – I hereby affirm that I am licensed under provisions of Chapter 9 of Division 3 of the State of California Business and Professions Code, commencing with Sec. 7000, and my license is in full force and effect.

Signature: _____ Date: _____

4

OWNER-BUILDER DECLARATION – I hereby affirm that I am exempt from the Contractor's State License Law for one of the following reasons:

☐ I hereby affirm that I am exempt from the Contractor's license law or the following reason (Sec. 7031.5 Business and Professions Code: Any city or county which requires a permit to construct, after, improve, demolish, or repair any structure, prior Contractor to its issuance also requires the applicant for such permit to file a signed statement that he is licensed pursuant to the provisions of the Contractor's license law {Chapter 9 commencing with Sec. 7000 of Division 3 of the Business and Professions Code}, or that he is exempt therefrom and the basis for the alleged exemption. Any violation of Sec. 7031.5 by an applicant for a permit subjects the applicant to a civil penalty of not more than five hundred dollars {$500}).

5

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale, (Sec. 7044, Business and Professions Code); The Contractor's license law does not apply to an owner of property who builds or improves thereon or who does such work himself or through his own employees, provided that such improvements are not intended or offered for sale. If, however, the building or improvement are sold within one year of completion, the owner-builder will have the burden of proving that he did not build or improve for the purpose of sale.

6

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Sec. 7044, Business and Professions Code; The Contractor's License Law does not apply to an owner of property who builds or improves thereon, and who contracts for each project with a contractor{s} licensed pursuant to the Contractor's license law).

7

☐ I am exempt under Sec. _____ B.&P.C. for this reason _____

Owner's Signature: _____ Date: _____

8

WORKERS' COMPENSATION DECLARATION

☐ I hereby affirm that I have a certificate of consent to self-insure, or a certificate of Workers' Compensation insurance, or a certified copy thereof (Sec. 3800. Labor Code). My workers' compensation insurance carrier and policy number are:

Carrier: Policy Number:

CERTIFICATE OF EXEMPTION FROM WORKER'S COMPENSATION INSURANCE *(This section need not be completed if the permit is for one hundred dollars ($100) or less)*

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Applicant's Signature: _____ Date: _____

9

CONSTRUCTION LENDING AGENCY

I hereby affirm that there is a construction lending agency for the performance of the work for which this permit is issued (Sec. 3097, Civil Code).

Lender's Name: Lender's Address:

EXPIRATION AND EXTENSION OF PERMITS FOR MOBILE HOME PARK/SITE CONSTRUCTION

All building division permits issued within MH and SOV parks are valid for six (6) months from the date of issuance. Extensions may be granted in some cases for additional six month time periods. There is a maximum life for project completion of two (2) years from the date of issuance.

See California Code of Regulations, Title 25, Division 1, Chapter 2 (MH parks) and 2.2 (SOV parks), sections 1038 and 2038 respectively for specific information.

PLEASE CALL FOR INSPECTION WHEN WORK IS READY PRIOR TO CONCEALMENT

Continued

County of San Diego, PDS, Building Division – Mobile Home Park/Site Permit Application

Continued

PROJECT WORKSHEET TO BE COMPLETED BY COUNTY STAFF – PLEASE PRINT CLEARLY

Project Address:		Permit No.:	
Cross Street:		Community:	
Scope Code:		Use of Structure(s):	

FEES *(to be completed by County staff)*			**ACCESSORY STRUCTURES**	
	Number	**Area**	**SPA Number**	**Fee**
Awning(s)				$
Carport(s)				$
Porch(es)				$
Other (1)				$
Other (2)				$
LOT UTILITY ALTERATION				
Service(s) @ $7.00				$
Outlet(s) @ .35 ¢ ea.				$
Circuit(s) @ $1.50				$
Drain(s) @ $7.00				$
Water @ $4.25				$
Gas @ $4.25				$
Other (1)				$
Other (2)				$
			(Minimum $196.00) **CODE 901 TOTAL:**	$

FEES *(continued)*		**MOBILE HOME INSTALLATION**	
	Number	**State Approved Foundation System Description**	
New ☐			$
Existing ☐			$
Retrofit System ☐			$
		(Minimum $196.00) **CODE 902 TOTAL:**	$

FEES *(continued)*	**PARK SITE CONSTRUCTION OR CREATION OF NEW LOTS**		
New Lots @ $5.75	Independent _____ Dependent _____		$
	ELECTRICAL		
Electrical @ $7.00/Lot	Number of Lots _____		$
Park Service(s) @ $14.00	Number of Services _____		$
Other			$
	PLUMBING		
Sanitation	Septic Lots @ $14.00 _____ Sewer Lots @ $14.00 _____		$
Water	Lots @ $4.25 _____ Park @ $7.00 _____		$
Gas	Lots @ $4.25 _____ Park @ $7.00 _____		$
Hydrants	@ $4.25 _____		$
Other			$
	BUILDINGS		
Recreation/Club House/Office	Area _____	Building	$
	Valuation_____	Plumbing	$
		Electrical	$
Restroom or Laundry	Area _____	Building	$
	Valuation_____	Plumbing	$
		Electrical	$
Pool	Area _____	Building	$
	Valuation_____	Plumbing	$
		Electrical	$
Other	Area _____	Building	$
	Valuation_____	Plumbing	$
		Electrical	$
		(Minimum $196.00) **CODE 900 TOTAL:**	$

Project Address: _____

Permit Number: _____

Continued

County of San Diego, PDS, Building Division – Mobile Home Park/Site Permit Application

Continued

ELECTRICAL PERMIT FEES		RECREATION BUILDING	CARWASH	RESTROOM / LAUNDRY	SWIMMING POOL	OTHER	OTHER
Each additional outlet, fixture or equipment which has not been included in the original permit.	@ $1.00						
Each wiring outlet where current is used or controlled, except services, sub-feeders and meter outlets.	@ .35 ¢						
Each fixture, socket or other lamp holding device.	@ .35 ¢						
Each motor of not more than 50 h.p.	@ $4.25						
Each motor of more than 50 h.p..	@ $10.50						
Each range, water heater or clothes dryer Installation.	@ $7.00						
Each space heater or infrared heat installation.	@ $1.50						
Each stationary cooking unit, oven or space heater.	@ $1.50						
Each garbage disposal dishwasher or fixed motor-operated appliance not exceeding ½ h.p.	@ $1.50						
Each Incandescent electric sign.	@ $1.50						
Each service:							
600 volts or less, **not** over 200 amperes.	@ $7.00						
600 volts or less, **over** 200 amperes.	@ $10.00						
Over 600 volts.	@ $14.00						
	@ $						
	@ $						
	TOTAL:						
MECHANICAL AND PLUMBING FEES							
Each plumbing fixture, trap, set of fixtures on one trap, including water, drainage piping and backflow protection.	@ $3.00						
Each building sewer.	@ $14.00						
Each private sewage disposal system.	@ $14.00						
Each water heater and/or vent.	@ $7.00						
Each gas piping system of one to five outlets.	@ $7.00						
Each gas piping system of six or more, per outlet.	@ $1.50						
Each gas regulator.	@ $1.50						
Each water branch service outlet or outlets at the same location or each fixture supply.	@ $1.00						
Each installation of water treating equipment.	@ $7.00						
Alteration or repair of water piping or water treating equipment.	@ $7.00						
Alteration or repair of drainage or vent piping.	@ $7.00						
Each lawn sprinkler system on anyone meter, including backflow protection devices.	@ $7.00						
Vacuum breakers or backflow protective devices on tanks, vats, etc., or for installation on unprotected plumbing fixtures.							
One to five.	@ $3.00						
Over five, each additional.	@ $1.00						
	@ $						
	@ $						
	TOTAL:						

		CODE 900, 901, 902 TOTAL *(Minimum $196.00 plus additional inspection time.)*:		$
		Reinspection	**CODE 903**	$
		Plan Check Fee	**CODE 905**	$
		Additional Plan Check Fee	**CODE 905**	$
New or Enlarge Park	School Fees	@ $	**CODE**	$
	Fire Fees	@ $	**CODE**	$
	Park Fees	@ $	**CODE**	$
			FEES TOTAL:	$
		PRIOR PAYMENT	**CODE 905**	– $
			BALANCE DUE:	$

APPROVALS

Plans Approved by: _____ Date: _____

Use Permit or Variance Number: _____ Sewer Receipt Number or DEH Approval: _____

Application Approved by: _____ Date: _____

PERMIT VALIDATION (Final Approval) Inspector: _____ Date: _____

Distribution:	Inspector (Original): ☐	File (Copy): ☐	Assessor (Copy): ☐	Applicant/Permittee (Copy): ☐	Park Manager (Copy): ☐

Project Address: _____

Permit Number: _____

County of San Diego, PDS, Building Division – Mobile Home Park/Site Permit Application

Continued

Project Address:	Permit No.:
Cross Street:	Community:
Scope Code:	Use of Structure(s):

INSPECTION RECORD			Approved *(BI Initials)*	
Inspection Date	**Inspection Type**	**Inspection Result Comments**	**Yes**	**No**
	199 - FINAL			

SEE PAGE THREE FOR ALL APPROVALS

Project Address: _____

Record ID: _____

County of San Diego, Planning & Development Services

MOBILEHOME INSTALLATION INFORMATION

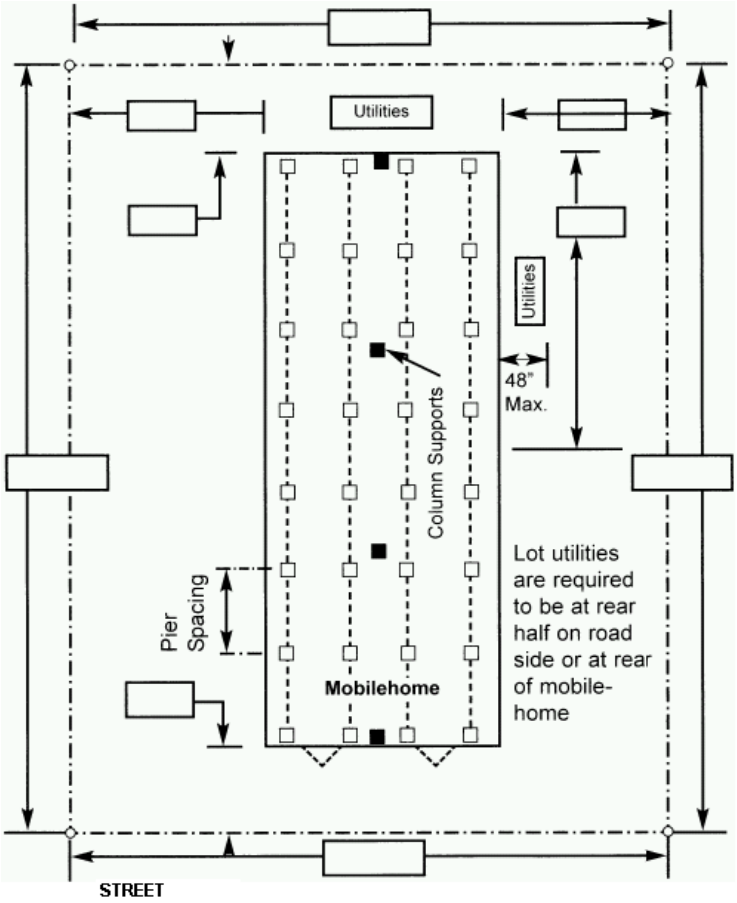
BUILDING DIVISION

PARK NAME _____ I.D. NO. 37- _____ SPACE NO. _____

MOBILEHOME OWNER _____ SITE ADDRESS _____

CONTRACTOR _____ LICENSE NUMBER _____

MAILING ADDRESS _____ CONTRACTOR PHONE _____



PLOT PLAN approved for setbacks

By: _____ Date: _____

DATA TO BE SUBMITTED WITH APPLICATION:

1. Two copies of mobile-home support and foundation plans (if mobile-home was manufactured after 10/7/73, two copies of manufacturer's instructions and plans must be provided).

2. Show size and location of all structures on lot. Show distances to lot lines and any mobile-home or permanent structure located on adjacent lots if within 10' of the proposed mobilehome.

SUPPORTS

Over 3" ☐ Yes ☐ No

☐ Typ. Metal pier layout (5"o/c on 2"x12"x30" P.T. wood pad)

☐ Other: Type: _____
Pier spacing _____
Pad Size _____
Footing Size _____

LOT UTILITY SERVICES

1. Gas ☐ Natural ☐ LPG
   Riser size _____
2. Drain Inlet: Size _____
3. Electrical:
   ☐ Permanent Wiring Connection ☐ Power Supply Cord Connection
   Receptacle Rating _____(amps)
   Service
   Equipment Rating _____(amps)
   Circuit Breaker Rating _____(amps)

Manager Approval _____

MOBILEHOME DATA

1. Size: Length _____(ft)
   Width _____(ft)
2. Electrical Power Cord _____
   Ampere Rating _____
   Metal Tag Rating amps _____
3. Electrical Power Assembly _____
   Wire size and type _____
   Flexible conduit size _____
4. Gas supply size _____
   Type _____
5. Water connecter size _____
   Type _____
6. Drain connecter size _____
   Type _____
7. Manufacturer: _____
   Vehicle Serial No.: _____
   HCD Insignia or HUD Label No.: _____
   Date of Manufacture _____
   Design Roof Live Load _____(psf)
   Design Wind Load _____(psf)
   Maximum Allowable Pier Spacing _____(ft)
   Required PAD Capacity _____(lbs)
   Required PIER Capacity _____(lbs)
8. M/H State Lic. Nos. _____
   _____

_____
Installers Signature

White: Inspector Distribution **Yellow**: Permittee

5510 OVERLAND AVE, SUITE 110, SAN DIEGO, CA 92123 • (858) 565-5920 • (888) 336-7553

HTTP://WWW.SDCPDS.ORG

Title 25 – Section Summary on Mobile-home (M/H) Installations

Sec. 1324 Permit Required. A permit shall be obtained each time a M/H which is in excess of 8' in width or in excess of 40' in length is to be installed on any site for the purpose of human habitation or occupancy as a dwelling.

Sec. 1326 Inspection. A request for an inspection shall be made at least 24 hours in advance of the time the installation is expected to be completed. When the M/H installation fails to comply with the requirements of these regulations, the enforcement agency shall notify the installer in what respects the installation does not comply. The installer shall perform the necessary corrective work and request re-inspection within ten days. The fee for re-inspection shall be paid when re-inspection is requested.

Sec. 1330 Location. The minimum distance required for the separation of a M/H from a permanent building shall be 10'. The minimum distance required for the separation of a M/H from any other M/H shall be 10' from side to side, 8' from side to front or rear, and 6' from rear to rear, or front to front, or front to rear, provided, however, that each M/H shall not be located closer than 3' from rear or side lot line abutting a property line or another M/H lot. (See Sec. 1424 for exception on garages.) NOTE: Zoning requirements may require greater setbacks.

In mobile-home parks constructed prior to 9/15/61, no M/H shall be located closer than 6' from any permanent building or another M/H.

Sec. 1334 Mobile-home support. Individual load bearing footings if placed on the surface of the ground must be placed level on cleared, firm, undistributed soil or compacted fill.

Footings shall be adequate in size to withstand the tributary live and dead loads of the M/H of any concentrated loads. The length to width of the footing shall not exceed 2.5 to 1.

Individual load bearing supports or devices three or more feet in height shall be provide with lateral bracing in two directions at right angles to each other. When more than one-fourth of an area of the M/H is supported at a height of 3' or more, the M/H shall be installed on a permanently constructed support structure.

Sec. 1336 Manufacturer's installation Instructions. Mobile-homes manufactures on or after 10/7/73 shall be installed in accordance with the approved manufacturer's installation instructions.

M/H's manufactures prior to 10/7/73 or M/H's which do not have manufacture's instruction shall have supports not more than 6' apart. Footing area for 6' spacing is (Sec. 1342):

Width of Mobile-home Unit	Footing Area	Typical Footing (in.)
8 ft. wide	260 sq. in.	11.25 x 23
10 ft. wide	324 sq. in.	22.5 x 14.5
12 ft. wide	388 sq. in.	22.5 x 17.5
14 ft. wide	452 sq. in.	22.5 x 20.5

Sec. 1346 Under-floor Enclosures. Where the space beneath a M/H is enclosed, there shall be provided a removable access panel not less than 18" in any dimension, and not less than 4 sq. ft. in area. The access panel shall be located so that the lot utility connections to the electrical, water, sewer and gas systems of the M/H are within 20'. The access panel shall not be fastened by any means requiring the use of a special tool or device to remove the panel.

Cross ventilation shall be provided by openings having a net area of not less than 1 ½ sq. ft. for each 25 linear feet of the M/H and including attached enclosed unventilated structures such as porches. The openings shall be provided on at least two opposite sides and shall be as close to all the corners as practicable.

Where wood is used for the M/H enclosure within 6" of the ground, it shall be an approved treated material or wood of natural resistance to decay.

Sec. 1350 Support Inspection. At the time of inspection the installation of the M/H on its support system shall be completed. The space beneath the M/H shall be accessible for inspection.

Sec. 1362 Test. When a M/H consists of two or more units, all utility connections from one unit to another shall be visually inspected and included in the tests.

Water Distribution System. Test with normal operating pressures or the system shall be tested by a 50 pound per square inch air pressure test for a period of not less than 15 minutes without leaking.

Drainage Piping System. Flow water into all fixtures, and receptors, including the clothes washer standpipe, for a period of three minutes. If the water system in not under pressure then pour at least three gallons of water into each fixture and receptor then check for leaks.

Fuel Gas Piping System. Before it is connected to the M/H lot gas outlet, the system shall be subjected to a pressure test with all appliances shut-off valves, except those ahead of fuel gas cooking appliances, in the open position. Appliance shut-off valves ahead of fuel gas cooking appliances shall be closed.

The test shall consist of air pressure at not less than 10' no more than a MAXIMUM 14" water column. (Six ounce to a MAXIMUM eight ounce psi.) The system shall be isolated from the air pressure source and maintain this pressure for not less than two minutes without perceptible leakage. Upon completion of the test the appliance valves ahead of fuel gas cooking appliances shall be opened and the gas cooking appliance connectors tested with soapy water or bubble solution while under the pressure remaining in the piping system.

The Electrical Wiring and Power Supply feeder Assembly. The electrical wiring system of the M/H shall not be energized during the test. A M/H equipped with a power supply cord shall not be connected to the lot or site service equipment. A M/H equipped with a feeder assembly shall have the flexible metal conduit connected to the M/H service equipment, however, the supply conductors, including the neutral conductor, shall not be connected.

The continuity test shall be made with all M/H interior branch circuit switches or circuit breakers and all switches controlling individual outlets, fixtures and appliances in the "on" position. The test shall be made by connecting one lead of the test instrument to the M/H grounding conductor at the point of supply to the feeder assembly, and applying the other lead to each of the supply conductors, including the neutral conductor. There shall be no evidence of any connection between any of the supply conductors and the grounding conductor. In addition, all non-current-carrying metal parts of electric equipment of the M/H, including fixtures and appliances, shall be tested to determine continuity between such equipment and the equipment grounding conductor.

Upon completion of the continuity test, the power supply cord or feeder assembly shall be connected at the lot or site service equipment. A further continuity test shall be made between the grounding electrode and the chassis of the M/H.

Upon satisfactory completion of the electrical tests, the lot or site service equipment shall be approved for energizing.

Sec. 1368 Required Exit facilities. One exterior doorway of the Mobile-home shall be provided with a conforming porch and/or stairway at the time of the M/H installation.

All exterior doorways of the M/H shall be provided with a conforming exterior porch and/or stairway within 60 days of issuance of the M/H installation acceptance.

County of San Diego, Planning & Development Services

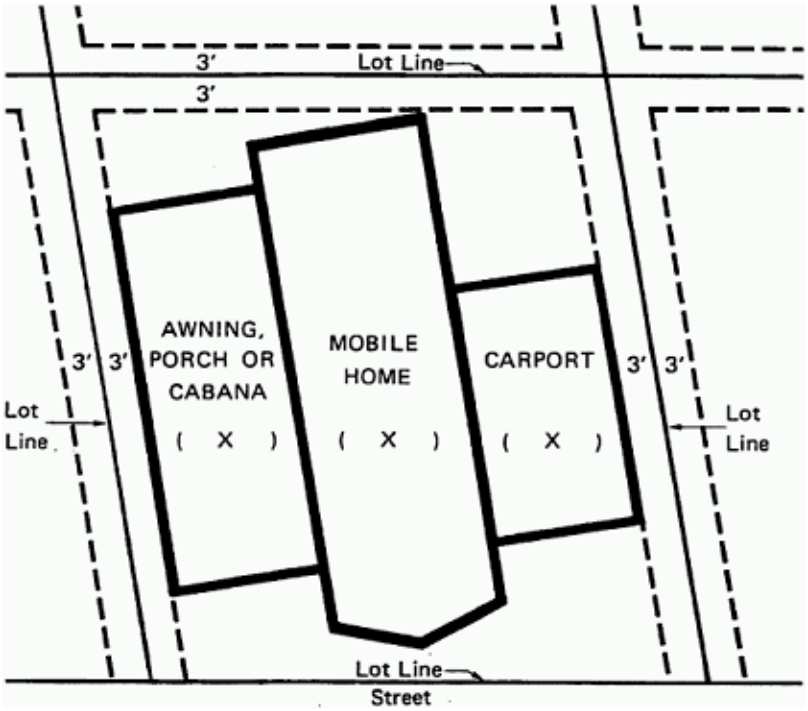
MOBILE HOME PARKS ACCESSORY BUILDINGS/STRUCTURES REGULATIONS

BUILDING DIVISION

CALIFORNIA ADMINISTRATIVE CODE; TITLE 25, CHAPTER 5, ARTICLE 2

GENERAL NOTES:

This plot plan to be completed in duplicate. (Shade Construction area)



TWO SETS OF CONSTRUCTION PLANS ARE REQUIRED.

PARK _____

ADDRESS _____

SPACE NO. _____

OWNER _____

APPROVAL (Manager) _____

STATE SPACE NO _____

IS SITE ANGLE REVERSED? _____

IS SITE STRAIGHT? _____

AWNING TO BE SCREENED? _____

WOOD PORCH? INDICATE SIZE ON PLAN _____

CABANA _____

1. 12' Maximum projection on coach supported awnings.
2. Carports shall be at least 50% open on at least 2 sides, or 1 side and 1 end.
3. Skirting shall have access opening and be vented on 3 sides, 2 square feet per 25 linear feet.
4. Awning enclosures are permitted from the slab or deck with readily removable transparent or translucent materials. The awning may also be partially enclosed with solid panels which do not exceed 42" in vertical or horizontal dimension (total dimension each way).
5. Windbreaks (Sec. 5299) or more than 42" high must be at least 3' from the mobile home, and from all other structures.
6. The occupied area of a mobile home lot shall not exceed 75% of the lot area.
7. Upon completion of all work covered by this permit please call for inspection

*A non-combustible carport or awning may be placed on the lot line if it is 3' minimum from mobile home and structures on adjoining lots. Show mobile home and all other structures on adjoining lots if yard is less than 3'0".

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STATE OF CALIFORNIA
BUSINESS, TRANSPORTATION AND HOUSING AGENCY
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF CODES AND STANDARDS
MANUFACTURED HOUSING PROGRAM

THIS SPACE FOR RECORDER USE ONLY

RECORDING REQUESTED BY:
COUNTY OF SAN DIEGO
PLANNING & DEVELOPMENT SERVICES
BUILDING DIVISION
5510 OVERLAND AVE.,
SUITE 110
SAN DIEGO, CA 92123

WHEN RECORDED MAIL TO:
NAME CO. OF SAN DIEGO, PLANNING & DEVELOPMENT SERVICES BUILDING DIVISION
ADDRESS 5510 OVERLAND AVE., SUITE 110
CITY, STATE, ZIP CODE SAN DIEGO, CA 92123

ONLY THE ENFORCEMENT AGENCY MAY RECORD THIS DOCUMENT

NOTICE OF MANUFACTURED HOME, MOBILEHOME OR COMMERCIAL MODULAR – INSTALLATION ON A FOUNDATION SYSTEM

Recording of this document by the enforcement agency indicates compliance with California Health and Safety Code Section 18551(a). This document is evidence that the enforcement agency has inspected the installation and issued a Certificate of Occupancy, form HCD 513C, for the unit described herein, upon the real property described with certainty below, as of the date of recording. When recorded, this document shall be indexed by the county recorder to the named owner of the real property and shall be deemed to give constructive notice as to its contents to all persons thereafter dealing with the real property.

ALL INFORMATION BELOW MUST BE ENTERED BY THE ENFORCEMENT AGENCY

PROPERTY INFORMATON

REAL PROPERTY OWNER NAME(S)

MAILING ADDRESS

CITY COUNTY STATE ZIP CODE

INSTALLATION ADDRESS (If different)

CITY COUNTY STATE ZIP CODE

ENFORCEMENT AGENCY INFORMATION

COUNTY OF SAN DIEGO - PLANNING & DEVELOPMENT SERVICES BUILDING DIVISION
ENFORCEMENT AGENCY ISSUING PERMIT and CERTIFICATE OF OCCUPANCY

5510 OVERLAND AVE., SUITE 110
MAILING ADDRESS

SAN DIEGO SAN DIEGO CA 92123
CITY COUNTY STATE ZIP CODE

BUILDING PERMIT NO. ( ) TELEPHONE NUMBER

☐✓ EVIDENCE OF UNIT LIENHOLDER(S) RELEASE, OR CONSENT TO INSTALLATION PROVIDED/ATTACHED – SEE REVERSE

SIGNATURE OF ENFORCEMENT AGENCY OFFICIAL DATE

OWNER INFORMATON

UNIT OWNER (If also property owner, write "SAME")

MAILING ADDRESS

CITY COUNTY STATE ZIP CODE

DEALER INFORMATION

DEALER NAME (If not a dealer sale, write "NONE")

DEALER LICENSE NUMBER

DEALER BUSINESS ADDRESS

CITY COUNTY STATE ZIP CODE

MANUFACTURED HOME/MOBILEHOME/COMMERCIAL MODULAR UNIT DESCRIPTION

MANUFACTURER'S NAME MODEL NAME / NUMBER MANUFACTURE DATE

SERIAL NUMBER(S)

LENGTH X WIDTH CA INSIGNIA(S)/HUD LABEL NUMBER(S)

ASSESSOR'S PARCEL NUMBER HCD REGISTRATION DECAL NUMBER MCO NUMBER (New MH only)

REAL PROPERTY LEGAL DESCRIPTION

DISTRIBUTION – Original to County Recorder; One Copy to HCD; One Copy to Applicant; One Copy to Enforcement Agency

GENERAL GUIDE AND INSTRUCTIONS ON REVERSE

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STATE OF CALIFORNIA
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIIVISION OF CODES AND STANDARDS

NOTICE TO ASSESSOR

THIS FORM MUST BE COMPLETED BY THE OWNER OF A MANUFACTURED HOME, MOBILEHOME OR COMMERCIAL MODULAR AND FORWARDED TO THE COUNTY ASSESSOR UPON COMPLETION OF THE INSTALLATION OF THE UNIT ON A FOUNDATION SYSTEM PURSUANT TO SECTION 18551 HEALTH AND SAFETY CODE.

ORIGINAL PURCHASE PRICE FOR:

1. The Basic Unit $_____
2. Optional Equipment & Upgrades $_____
3. Subtotal $_____
4. Accessories & Accessory Structures $_____
5. Other (Specify)_____ $_____
6. Delivery & Installation $_____
7. TOTAL SALES PRICE $_____

DOES THE BASIC PRICE INCLUDE:

The Towbar(s)	❑ YES	❑ NO
Tires & Wheels	❑ YES	❑ NO
Wheelhubs & Axles	❑ YES	❑ NO

LIST NUMBER OF ROOMS:

Bedrooms	_____	Dining Room	_____
Baths	_____	Family Room	_____
Kitchen	_____	Utility Room	_____
Living Room	_____	Other Rooms	_____

Type of Exterior Wall Covering: _____
(Metal, Wood, etc.)

Type of Roof Covering: _____
(Metal, Wood, Composition, etc.)

Heating Type: ❑ Forced Air ❑ Floor or Wall

Air Conditioning:	❑ YES	❑ NO	Tons _____
Evaporative Cooler:	❑ YES	❑ NO	
Built-in Cooktop:	❑ YES	❑ NO	
Built-in Oven:	❑ YES	❑ NO	
Built-in Dishwasher:	❑ YES	❑ NO	
Built-in Wet Bar:	❑ YES	❑ NO	
Refrigerator:	❑ YES	❑ NO	
Roof Overhang (Eaves):	❑ YES	❑ NO	_____ inches
Furniture Included:	❑ YES	❑ NO	Value $_____

			(LENGTH X WIDTH)
Carport:	❑ YES	❑ NO	_____ X _____
Awning:	❑ YES	❑ NO	_____ X _____
Porch:	❑ YES	❑ NO	_____ X _____
Garage:	❑ YES	❑ NO	_____ X _____
Storage Shed:	❑ YES	❑ NO	_____ X _____
Skirting:	❑ YES	❑ NO	_____ LINEAL FEET

The sales price as shown does not include any amount for any in-place location.

The Assessor's Parcel Number of the installation site is

_____

_____
(Signature)

_____
Address

_____

_____
Telephone

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MANUFACTURED HOME EXTERIOR DESCRIPTION

BUILDING DIVISION

ATTACHMENT C

The following information will be required by Planning & Development Services to process a building permit if form PDS 123D is not completed by the dealer.

1. Attach to the application either:

   ❒ Manufacturer's brochure describing the exterior of the manufactured home;

   OR

   ❒ Photographs showing all four sides of the manufactured home. (Existing manufactured homes always require photographs.)

2. Manufactured home data:

   Manufacturer's Name: _____

   Model Name/Number: _____

   Age of manufactured home:

   ❑ New

   ❑ Existing: Insignia/Label No. _____and Date Constructed _____
   Submit verification of age for existing manufactured home.

   Provide Dimensions:

   Length = _____ feet

   Width = _____ feet

   Specify roof pitch: _____ inch vertical rise for each 12 inches of horizontal run.

   Specify width of eave overhang: _____ inches.

   Specify exterior wall finish: _____

   Exterior wall finish is required to extend down to the top of foundation or grade. Building inspection requirements for protection at grade must be followed where there is not a solid concrete or masonry perimeter foundation.

   NOTE: Exterior wall surfaces shall be non-combustible (stucco, cement fiber board, etc.) per County Building Code 704A.3.1.

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County of San Diego, Planning & Development Services
CERTIFICATION OF MANUFACTURED HOME CONSTRUCTION CRITERIA AND EXTERIOR APPEARANCE

BUILDING DIVISION

ATTACHMENT D

In lieu of detailed plans and photographs, the following information is required by the County of San Diego, Planning & Development Services, before a building permit may be issued to place a manufactured home on a private lot on a foundation. This certification is required to be made by either the manufacturer's sales representative or the distributor to assure that the manufactured home will meet the design criteria of the County Zoning Ordinance before it is moved to the site.

PURCHASER'S NAME: _____

PROJECT ADDRESS: _____

DATE OF SALE: _____

MANUFACTURER: _____

MODEL NAME: _____ MODEL #: _____

DATE MANUFACTURED: _____

NUMBER OF UNITS TO BE TRANSPORTED: _____

DIMENSIONS OF EACH UNIT: _____

PLAN #: _____

REQUIREMENTS

The County Zoning Ordinance allows manufactured homes certified by the State of California to be located on private lots as a permanent residence, provided they are tied to a foundation, covered with exterior material customarily used on conventional dwellings, roofed with shingles or other conventional material at a pitch of not less than two inches per foot, having an eave overhang of not less than one foot, and siding must extend down to the top of foundation or grade.

SPECIFICATIONS

1. Describe exterior siding material, its appearance and color (provide photographs if possible):
   _____
   _____
2. Specify roof pitch: _____ inches vertical to 12 inches horizontal.
3. Eave overhang dimensions: (Sides) _____ / (Front) _____ / (Rear) _____
4. Specify roofing material: _____
5. Describe method of prescribed skirting: _____
   _____
6. Describe any additions or modifications to be made at the site: _____
   _____

Signature: _____

Title: _____

Company: _____

Date: _____