

TOWNSHIP OF NORTH FAYETTE

BUILDING DEPARTMENT

NEW MANUFACTURED HOME PERMIT GUIDE

SUBMIT THE FOLLOWING FOR PERMIT PLAN REVIEW:

- Completed Application
- Workers Compensation Insurance Certificate for the contractors/installer or Affidavit of Exemption form.
- Installer's certification from the State of Pennsylvania. Note: Certification must be current and issued by the State of PA.
- Hand drawn plot plan. Basic description of where the new home will be located and the lots and homes next to the proposed home. A registered property survey with the proposed house drawn on by surveyor will be required if installed on a private lot. Survey must also include all driveways, decks, stairs, porches, carports and sheds.
- Include all decks, stairs, porches, carports and sheds.
- Include details or information regarding site grading to prevent water accumulation around the home's foundation.
- Footer, foundation and pier construction details.
- Two (2) complete sets of DAPIA approved manufacturer's installation instructions. Note: All pages including the table of contents must include the DAPIA stamp of approval.
- Details on how the home will be secured and stabilized if not included in the manufacturer's installation instructions.
- Basic floor plan.
- Ventilation details for enclosed spaces including skirting.
- What is being used for access to every exterior door. (Temporary stairs, deck, landings, pre-fabricated stairs, ect.) Note: Some pre-manufactured stairs do not meet code requirements.
- Construction drawings for any decks, stairs or porches (Higher than 30 inches above grade. If less than 30 inches above grade, you will only need to show the location of such decks, stairs and/or porches on the plot plan and indicate as such.) **Decks, roofs, garages, carports or any other structural additions may not be structurally supported or attached to a manufactured home without approval of the manufacturer's engineer.**
- Any manufactured home installed on a private lot must have a permanent foundation or crawl space.

REQUIRED INSPECTIONS AND FINAL OCCUPANCY REQUIREMENTS:

- The following inspections are typically required for manufactured homes:
 - **Footer**
 - **Foundation**
 - **Storm-water (Only if home is installed on a private lot.)**
 - **Sewer-Tap (Only if home is installed on a private lot.)**
 - **Electrical**
 - **Plumbing**
 - **Final Inspection for Occupancy**

An "Inspections Required Form" will be issued with the permit detailing when the inspections are needed and how to schedule them. A Certificate of Occupancy **MUST** be issued by North Fayette Township prior to occupying the home.

- **Final Inspection Requirements:**

- Home installer must submit a completed copy of the Manufactured Home Certificate of Compliance.
- Each transportable section of a manufactured home must have a certification label from the manufacturer certifying the home complies with the Federal Manufactured Home Construction and Safety Standards Act in effect on the date of manufacture.
- All manufactured homes must contain a Data Plate. Additional installation requirements may be indicated on the Data plate.
- Steel beams shall contain a serial number that matches that on the data plate.
- Electrical inspection sticker must be visible on the service panel or exterior disconnect.
- Final plumbing inspection report must be on-site.
- Minimum of 4 inch address numbers posted on the house.
- Skirting must be installed, although a small section shall be left open for inspection.
- Must install proper ventilation to enclosed spaces under manufactured homes (including skirting.)
- All exterior doors must have access that meets code requirements (i.e., decks, stairs, landings, pre-fabricated stairs.)
- If included on the building permit for the home, decks, stairs, landings and carports must be completed.
- There must be positive structural connections at all required locations.
- Site-grading must be completed.
- Shims at piers shall be properly installed.

This list is not all inclusive.

- **Additional Information:**

- Manufactured homes may not be altered in any manner. Beams, crossbeams and joist may not be cut, notched, altered or removed.
- Manufactured homes must remain transportable at all times.
- Can not combine different homes such as making two single wide homes into a doublewide or adding a single wide to a double wide.
- Must remove all shipping plastic from double-wides prior to assembly.