



MANUFACTURED HOME PERMIT APPLICATION PACKET

(STICK-BUILT STRUCTURES REQUIRE A DIFFERENT PACKET)

**WATER AVAILABILITY FORM AND LAND DISTURBANCE & CLEARING FORM
ARE NOT INCLUDED IN THIS PACKET. PLEASE REQUEST AS NECESSARY.**

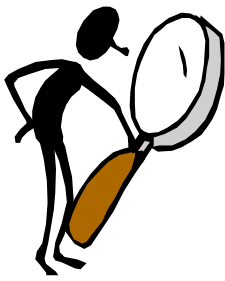
Review your application and plans completely prior to submittal – any revisions will require re-review and additional fees may be imposed.



Please ask for additional information regarding erosion control, impervious surface, and storm water requirements if you are building in one of the following **watersheds:**

**Lake Whatcom
Lake Samish
Lake Padden
Birch Bay
Or
Drayton Harbor**

You must make an appointment in order to submit your permit application.



IMPORTANT – PLEASE READ

Permit Application Checklist For Manufactured Home Installation (Not for Commercial Structures)

The following information must be complete when you come to your application appointment. If your information is not complete your permit application cannot be processed at the time of your appointment. Appointments are available on **Tuesdays and Thursdays** and can be scheduled by calling **360-676-6907**. Have your **tax parcel number (aka Geographic ID)** ready when you call for your appointment. This number may be obtained from your tax statement or from the Assessor's Office @ 360-676-6790. See additional information in this packet.

ITEMS YOU MUST BRING WITH YOU TO YOUR APPLICATION APPOINTMENT:	Manufactured 1977 or After	Manufactured 1976 or Before
Completed "Manufactured Home Permit Application" form (included in this packet). <i>Please use blue or black ink.</i>	X	X
3 Copies of Site Plan - Site plans must accurately reflect the installed or proposed septic system. If the site plan is inaccurate, your project may need to be revised.	X	X
2 Copies of Floor Plan (Example in this packet)	X	X
2 Copies of Manufactured Home Installation Manual (if new home)	X	
Used manufactured homes older than 1976 require a fire/life safety inspection by the State Dept. of Labor & Industries prior to building permit issuance		X
Snowload Requirements	X	X
Public/Private Water Verification	X	X
Septic Permit & Design or Sewer Verification	X	X
Completed Land Disturbance and/or Clearing Application. No clearing or digging can be done until this form is completed and approved.	X	X
Copy of most current deed. Please see General Notes.	X	X
Copy of current Contractor's License	X	X
Cash or Check for deposit fee (or full permit fee if possible) in U.S. Funds. (Credit/Debit cards not accepted)	X	X
If building in a Flood Plain, installation must be per FEMA recommendations as outlined in <u>Guidelines for the Installation & Anchoring of Manufactured Housing in Washington State</u>	X	X
Completed Encroachment Permit Application - No work in County right-of-way (i.e.: driveway, piping, power, etc.) without a Revocable Encroachment Permit or waiver.	X	X

GENERAL NOTES AND INFORMATION ON REQUIREMENTS FOR PERMIT ISSUANCE:

- A. SITE ADDRESS:** If you do not have a County issued address you may obtain one through the Engineering Department prior to your building permit application, or we will route your permit to the Engineering Department to obtain an address during the review process.
- B. REVOCALE ENCROACHMENT (Driveway Access):** **ANY** work in the County road rights-of-way requires a **Revocable Encroachment Permit** (Whatcom County Code – Chapter 12.16) from Whatcom County Public Works, Engineering Division, Suite C, 5280 Northwest Drive, Bellingham, WA 98226; telephone (360) 676-6730. To expedite your permit, please submit the attached Revocable Encroachment Permit Application to Engineering for review. We will determine whether a Revocable Encroachment Permit is required. Please be aware that failure to submit this form to Public Works, Engineering, may result in a delay to the permit process. **You will either need a Revocable Encroachment Permit or a Revocable Encroachment Waiver prior to applying for any building permit.**
- C. LAND DIVISION:** If your land has been divided since 1975 you may need a Deed History, instead of just a deed, to submit your application. Bring what you have to the Subdivision Counter, which is open from 8:30 am to 12:00 noon, Monday through Friday, and they will help you determine if what you have is adequate or if you need a Deed History from a Title Company. A legal lot is required for permit submittal.
- D. DEED:** A legal document which describes a piece of property and lists any and all owners, easements, or other restrictions.
- E. LEGAL LOT OF RECORD:** A lot which has been formally created according to Whatcom County subdivision rules and regulations, or a lot that pre-dates such regulations.
- F. PROPERTY BINDER:** If your property is comprised of two adjacent lots that must be bound to meet zoning requirements a "Covenant to Bind Properties" form will be required. You will receive the form and instructions on how to fill out and file it, at your application appointment.
- G. SURVEYS:** If you have had a survey done on your property it is helpful to the application staff to have a copy of the recorded survey. Property boundaries are the sole responsibility of the owner. A corner lot survey may be required.
- H. EASEMENTS:** Provide recorded copies of all easements which are being used to provide access to your project and/or building site or are used by other people and cross your site.
- I. WATER VERIFICATION:** Verification of water will be required before issuance of any building permit that requires water verification per RCW 19.27.097. The applicant will be encouraged to acquire water verification before permit submittal to expedite the permit process. Water verification is not obtained from our Department, but from the appropriate jurisdiction (i.e.: County Health Dept., cities or water districts).

Permit submittal without water verification is at the applicant's own risk. Water approval is not always guaranteed. If the applicant is considering a private water source (i.e.: well), please be aware that installing a well can be a lengthy process. Wells have to be dug and the State Health Department must test the water before the County Health Department can give water approval. If the permit is submitted without water verification it will continue through the review process. At the time of final review, if water verification has not been received, the permit will be put on hold until water verification can be obtained. If water verification cannot be obtained, the permit will be cancelled and **the applicant will still be responsible for all review fees incurred to process the permit.** Therefore, even though we will accept applications without water verification initially, we encourage applicants to acquire water verification prior to submittal of their permit application.

- J. SEPTIC:** If you have questions regarding your septic system, please contact the Environmental Health Department. A septic permit is required at the time of application.
- K. ENGINEERING:** Your plan may require structural engineering prepared by a WA State licensed Engineer. All documents including calculations and drawings must be stamped and signed by the engineer.
- L. DEMOLITION:** Demolition permits are required for all structures to be removed from a building site. Please see Counter Staff for more information.
- M. BUILDING PLANS:** Provide 2 complete sets of plans, which must be accurate, clear, and reproducible. Refer to following page for a detailed list of requirements. Minimum paper size is 18" x 24" *. The cover sheet should include the following information: Owner's name; project address; tax parcel number; name and contact number of the designer. All drawings to include project name, date prepared/revised and sheet number (example – 1 of 5, 2 of 5, etc.). *Subject to approval 11" x 17" may be acceptable for small, detached accessory structures.*
- N. FIRE FLOW:** A Single Family Residence over 4000 square feet will require fire protection. Detached Garages or Outbuildings over 2500 square feet will require fire protection. Please contact the Fire Marshal's Office if you have any questions.
- O. CRITICAL AREAS:** May include those areas that have been determined by Whatcom County or approved private specialists to have special importance or sensitivity. These areas may consist of shorelines, wetlands, vegetation or soils associated with wetlands, steep slopes, unstable soils, creeks, habitat areas, sites of archaeological importance, ponds, and more.
- P. LAND CLEARING:** A Land Disturbance and Clearing application must be submitted prior to any dirt work. A permit may be required depending on the scope of the project. If you wish to begin site work before your building permit is issued, please separate your Land Disturbance and Clearing application from the building permit at the time of or before your building permit submittal.
- Q. MORTGAGE LENDER:** A Bank, Credit Union, Trust Company, life insurance company, or private company that lends money on the security of land, houses, and real estate.
- R. PARCEL NUMBER:** The Geographic ID number, or assessor's parcel number, assigned by the Whatcom County Assessor's office. Please note that a parcel number does not in all cases guarantee that a lot has been legally created. Talk to a County staff person prior to submittal to ensure that your lot is a lot of record.
- S. BUILDING CONTRACTOR:** Whatcom County will only authorize work if the legal owner of the property has signed an owner contractor statement of understanding or has hired a WA State licensed contractor.
- T. ACCESSORY DWELLING UNIT:** A separate complete residential unit designed for occupancy by a family. Accessory apartments and accessory dwelling units require Administrative Approval prior to permit submittal.
- U. SITE PLAN:** A plan, to scale, of the entire project site including all lot lines, critical areas, existing and proposed structures, septic systems, easements, driveways, and elevations.

SITE PLAN REQUIREMENTS

SITE PLAN DRAWINGS MUST MEET THE FOLLOWING CONDITIONS:

General Requirements:

1. All Site Plans (sometimes called a *Plot Plan*) shall be clearly and accurately drawn to scale on paper – minimum size is 8.5" x 11", maximum size is 11" x 17".
2. The Site Plan must be drawn to one of four standard scales:
 - a) 1" = 20'-0" or 1" = 30'-0" for parcels of less than one acre (44,560sf);
 - b) 1" = 40'-0" or 1" = 50'-0" for parcels between one and 2½ acres (111,400sf);
 - c) For parcels > 2½ acres or of an irregular shape where the above scales would exceed the size of an 11"x17" paper, site plan **overviews** at scales of up to 1" = 100'-0" are required along with an inset plan of the proposed structures and on-site sewage system (OSS) at one of the scales noted above. Refer to the attached **Site Plan example**.
3. Linework – Use "solid" lines for all improvements at grade. Use "dashed" or "broken" lines for all improvements below grade (septic systems) or above grade (roof lines).
4. Clearly differentiate on drawings between **existing** and **new** conditions or improvements. Use the abbreviation (E) to indicate existing.

ALL SITE PLANS SHALL CLEARLY INDICATE THE FOLLOWING APPLICABLE INFORMATION. EACH ITEM, UNLESS NOTED OTHERWISE, IS REFERENCED ON THE ENCLOSED SITE PLAN EXAMPLE:

General Property Information:

A. Title Block

- 1) Indicate the property owner's name, site address, tax parcel number (Assessor's Tax ID #), drawing title and date.
- 2) Indicate drawing scale, as noted in the General Requirements above, in the Title Block.
- 3) Show an arrow indicating the NORTH direction.

B. Property Lines

Show all property lines and dimensions of each.

C. Adjacent Roads and Right-of-Way

- 1) Show name of adjacent roads, centerline of road and width of the right-of-way.
- 2) Show all existing improvements within the right-of-way including driveways, drainage ditches, storm drain/culverts, fences, retaining walls, curbs, etc.

D. Easements

Indicate the location and dimensions of all easements in relation to property lines, structures and OSS components. Typical easements include those for utilities, access, drainage dike and railroads.

E. Driveway Encroachment

Indicate the location and dimensions of all connections between the adjacent public roads and private driveways or roads.

F. Site Topography and Storm/Surface Water Drainage Systems

- 1) Flat and gentle slope (elevation change) lots: Indicate general direction of water flow (using arrows) and approximate % of slope.
Note: Slope % = (rise or drop in height) divided by (horizontal run or distance) multiplied by 100.
- 2) Steeper slope lots (15% or > slope): Indicate the locations, direction and grades for all such slopes. Indicate location of natural drainage ditches and all cut banks that exceed 4' in height. Identify any erosion or landslide areas as well as any potential unstable slopes. For lots with slopes 25% or greater, provide contour lines at a minimum of 2' intervals.

G. Reference Elevations

Indicate the relative elevations of all property corners, wells, drainfields, drainage systems and building floors. Use an established reference point such as plumbing stub-out or first floor level as a reference point elevation. Use the following abbreviations: FF = finish floor, FG = finish grade.

H. Surface Waters *(not shown on Site Plan example)*

Indicate location of all surface water bodies including all marine waters, lakes and ponds, along with their associated shorelines, ordinary high-water lines and their required setbacks.

J. Critical Areas – Streams, Creeks and Wetlands

Indicate location of all surface water features such as streams, creeks and wetlands, along with their associated buffer areas and required setbacks.

K. Vicinity Map *(not shown on Site Plan example)*

A map clearly showing a detailed route to the site including the nearest intersections and landmarks must accompany all Site Plans. The map does not need to be to scale and may be a separate attachment.

Property Improvements: Existing and/or Proposed:

L. 1. Existing Structures and/or Building Envelopes

Show location of all existing structures and their setbacks from property lines and other structures. Identify each building by its use (residence, garage, storage, etc.).

L. 2. Proposed Structures and/or Building Envelopes

Indicate the location and clearing limits of all proposed structures including decks, porches and retaining walls. Identify each building by its use (residence, garage, storage, etc.). Indicate setback dimensions in relationship to property lines, other structures, easements, wells and OSS components. Building wall lines and roof overhang lines to be clearly marked to match floor plans.

M. Existing and Proposed Driveways, Parking Areas and Sidewalks

Indicate the location and dimensions of all driveways, parking areas, sidewalks and emergency vehicle turn-around areas.

N. Existing and Proposed Wells

Indicate the location of all wells and distances to adjacent structures and on-site sewage system components (OSS). Include any OSS components on adjacent properties within the 100' well radii.

O. Existing and Proposed On-Site Sewage System (OSS) Components

- 1) Indicate the location and dimensions of all OSS components including septic tanks, pump tanks, pretreatment units, transport lines and primary/reserve drainfields.
- 2) Indicate the direction and % of slope of all primary/reserve drainfield areas. Include at least two reference distances to property lines or other site features shown on the OSS permit site plan.

Q. Existing and Proposed Water and Utility Lines

Show location of all water, sewer and utility lines.

R. Existing and Proposed Fuel Tanks

- 1) Show location and size of all heating fuel tanks (propane or other fuels).
- 2) Indicate all required setbacks from structures.
- 3) Note if tank is located below grade.

S. Existing and Proposed Buffers and Open Spaces (not shown on Site Plan example)

Indicate the location and dimensions of all existing buffers and open spaces in relation to property lines, structures and OSS components.

T. 1. Existing Impervious Surfaces (applicable only to projects located in a watershed)

Show all existing impervious surfaces and include dimensions. Such surfaces include all structures, covered decks, driveways and sidewalks including graveled surfaces.

T. 2. Proposed Impervious Surfaces (applicable only to projects located in a watershed)

Show all proposed impervious surfaces and include dimensions. Provide calculation summary on Site Plan or separate attachment. Refer to following example:

Impervious Surface Calculations			
<u>Subject Area</u>	<u>Existing Area</u>	<u>Proposed Area</u>	<u>Subtotal Area</u>
House	2,000sf	500sf	2,500sf
Garage	800sf	-	800sf
Covered Porch	-	65sf	65sf
Driveway	555sf	-	555sf
Sidewalk	165sf	-(40)sf	125sf
Total area of impervious surfaces = 4,045sf			

U. Erosion Control

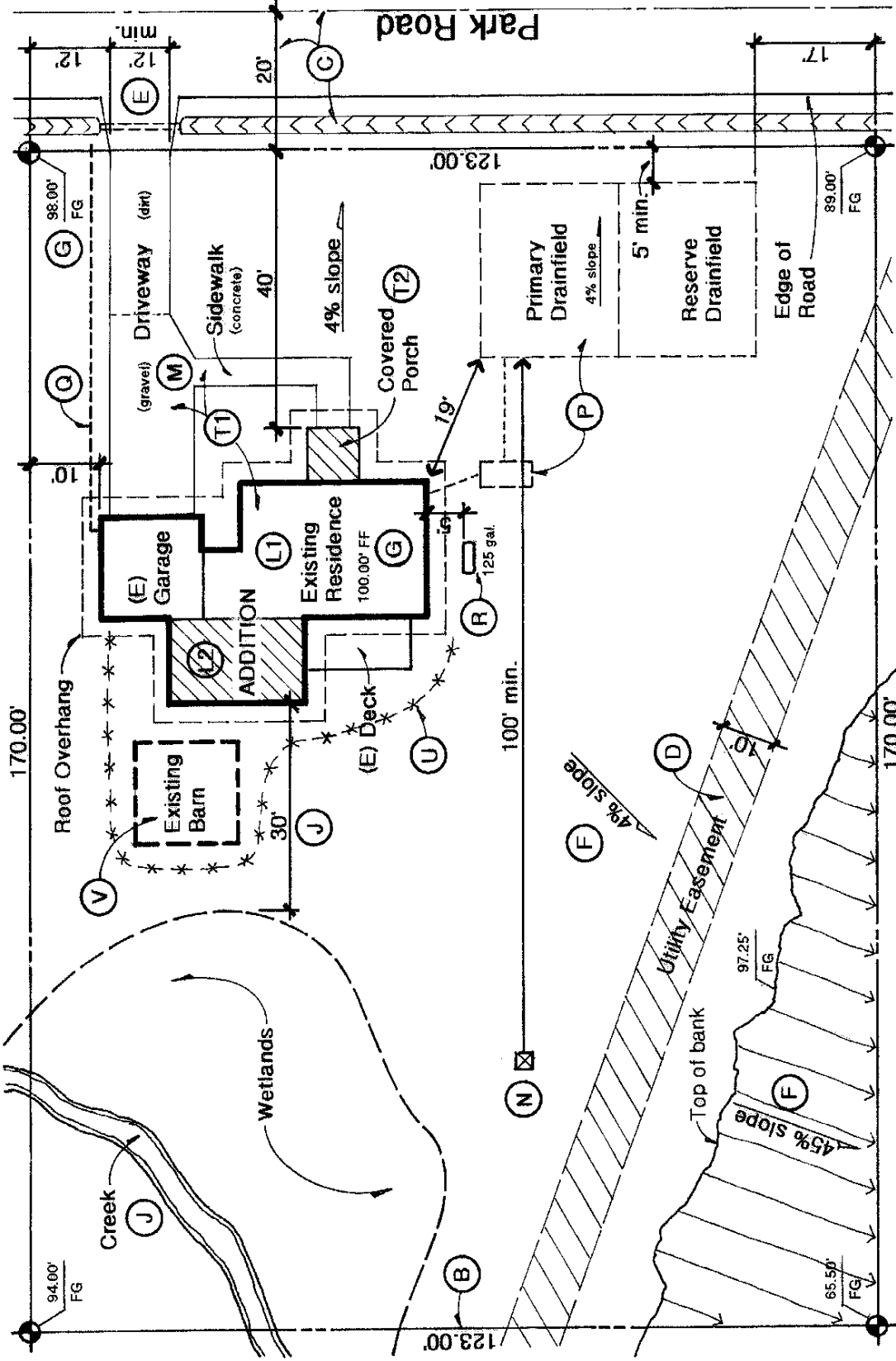
Show location of erosion control measures.

V. Proposed Demolition

Show and label the use of any structures or other existing improvements to be demolished. Show as “dashed” lines per the Site Plan example.

Failure to clearly identify all required information will cause processing delays and/or result in returned applications.

SITE PLAN EXAMPLE



Owner's name: John R. Doe	Drawing title: SITE PLAN example	Scale: 1" = 20'-0"
Site address: 1203 Park Road	Parcel number: 380224-456098-0000	Date: 6/15/09

WHATCOM COUNTY
Planning & Development Services
5280 Northwest Drive,
Bellingham, WA 98226-9097
360-676-6907, TTY 800-833-6384
360-738-2525 Fax



J.E. "Sam" Ryan
Director

WHATCOM COUNTY FIRE MARSHAL'S OFFICE
FIRE APPARATUS ACCESS ROAD REQUIREMENTS

Any portion of a fire apparatus access road or driveway at **12% grade or greater** is required to have a hard surface, i.e. asphalt or concrete, per the Whatcom County Fire Marshal. An automatic sprinkler system, which meets the requirement of NFPA 13D and includes a fire department connection located within a fire department staging area, shall be provided for all buildings. The automatic sprinkler system(s) shall be monitored.

Any portion of a fire apparatus access road or driveway at **15% grade or greater** is required to have a hard, grooved surface of Portland cement, per the Whatcom County Development Standards (Chapter 5, Road Standards, Section 505, Table 1 and Table 2, Footnote 3). An automatic sprinkler system, which meets the requirement of NFPA 13D and includes a fire department connection located within a fire department staging area, shall be provided for all buildings. The automatic sprinkler system(s) shall be monitored. All sections of the fire apparatus access road or driveway over 15% grade shall be provided with an approved form of heat or melt system.

The Fire Marshal has the discretion to withhold approval of access roads or driveways for any site specific conditions that make passage of fire apparatus and emergency response vehicles impractical, difficult and/or hazardous.

Planning & Development Services Contact List

The Front Counter is open from 8:30 a.m. To 4:30 p.m.
The Subdivision Counter is open from 8:30 a.m. To 12:00 Noon

Administration

PDS Director – J.E. “Sam” Ryan
Code Compliance

Current Planning Division

SEPA
PUD's / Long Plats / Binding Site Plans
Zoning Variances / Conditional Uses
Administrative Approvals, Lot Consolidation Relief & Non-Conforming Use
Short Plats / Exemptions / Agriculture Divisions

Natural Resources Division

Land Disturbance / Fill & Grade
Critical Areas
Watersheds / Erosion Control
Shorelines Variances & Conditional Use Permits
Geology, Slopes

Permit Center & Building Services Division

Permit Coordinator / Flood
Residential Zoning Information
Commercial Zoning & Permits / Landscaping & Parking
Plans Examiners
Building Inspectors
Fire Marshal
Fire, Life/Safety & Roads Inspector
Burn Permits, Burn ban/Burn Permit info
Manufactured Home Title Elimination

Field Inspections - 24 Hour Inspection Line - 738-2520

ADDITIONAL CONTACTS

Public Works - Engineering Division – 676-6730

Revocable Encroachment Permits/Culverts
Address Assignments
Surveys, Plat Maps, Easements

Public Works - River & Flood – 676-6876

Flood Questions/Determinations

Environmental Health – 676-6724

Wells / Water Systems
Septic / Sewer Systems
Food Service
Schools

Assessor's Office – 676-6790

Northwest Clean Air Authority (NWCAA) - 1-800-622-4627

Asbestos abatement, burn ban & demolition permit info

Utility Locators (call before you dig) - 1-800-424-5555

WA State Dept. of Natural Resources (DNR) – 360-856-3500 or 1-800-527-3305

WA State Dept. of Labor & Industries (L&I)

Electrical - 647-7300
Mobile Homes (alterations/woodstoves) - 647-7316
Contractor's Registration - 1-800-647-0982

SNOW LOAD REVISION

Whatcom County	Approx. Average Elevation	Revised Ground Snow Load	Revised Roof Snow Load
Acme	310	22	25
Bellingham	100	15	25
Blaine	45	16	25
Deming	210	24	25
Diablo	910	100	100
Ferndale	60	20	25
Glacier	900	74	74
Lawrence	145	24	25
Lynden	103	24	25
Maple Falls	643	77	77
Mt. Baker Ski Area	4200	588	588
Newhalem	510	129	129
Nooksack	84	24	25
Sumas	36	24	25
Wickersham	310	28	28
Kendall	460		50
Paradise	460		50
Pt. Roberts	120		25

Essential facilities, Group A and other applicable occupancies, will require engineering.

Any proposal can challenge the above design load with engineer or architect stamped and signed calculations and criteria.

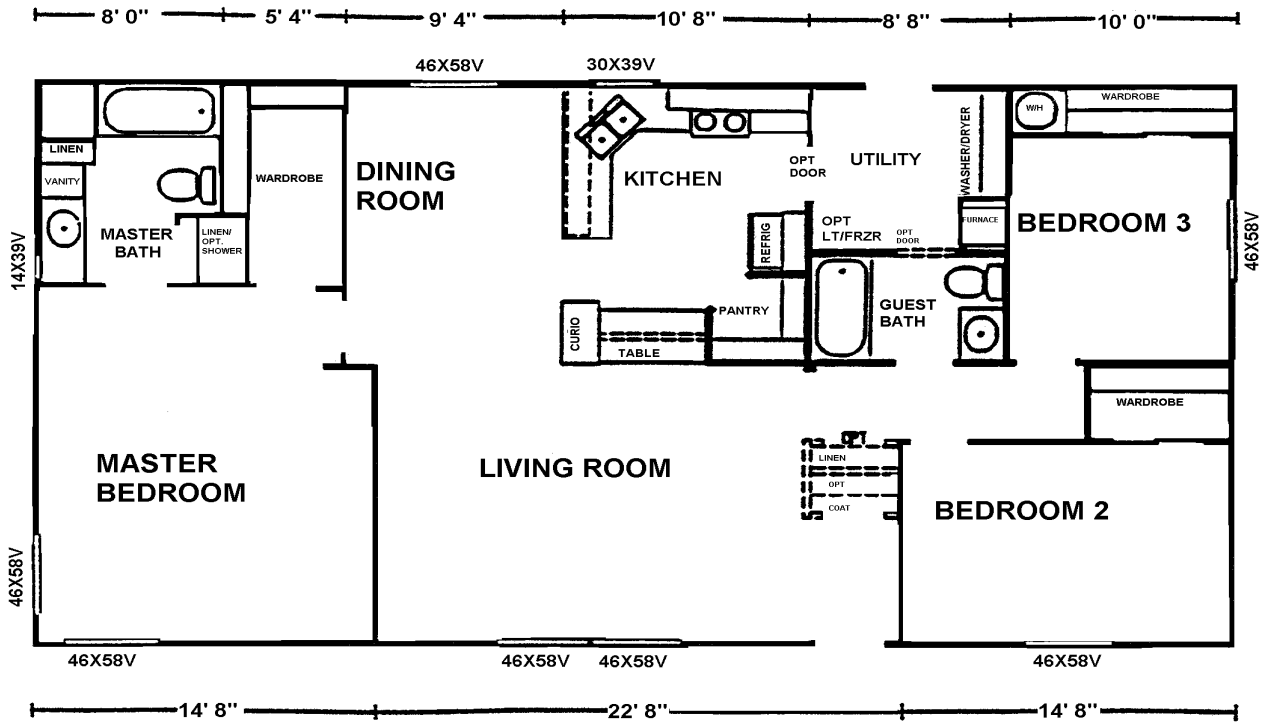
Buildings where the roof snow load exceeds 70 PSF will require engineering.

Recommendations are valid for the recognized central area of each regional designation. Building Services reserves the right to adjust the roof snow load based on building location and/or criteria per the currently adopted version of the IBC and/or the Snow Load Analysis for Washington.

Seismic Design Category – D1.

Basic wind speed – 85 MPH (verify exposure rating with Building Services Division.)
Tax Parcel Number required.

EXAMPLE OF TYPICAL MANUFACTURED HOME FLOOR PLAN

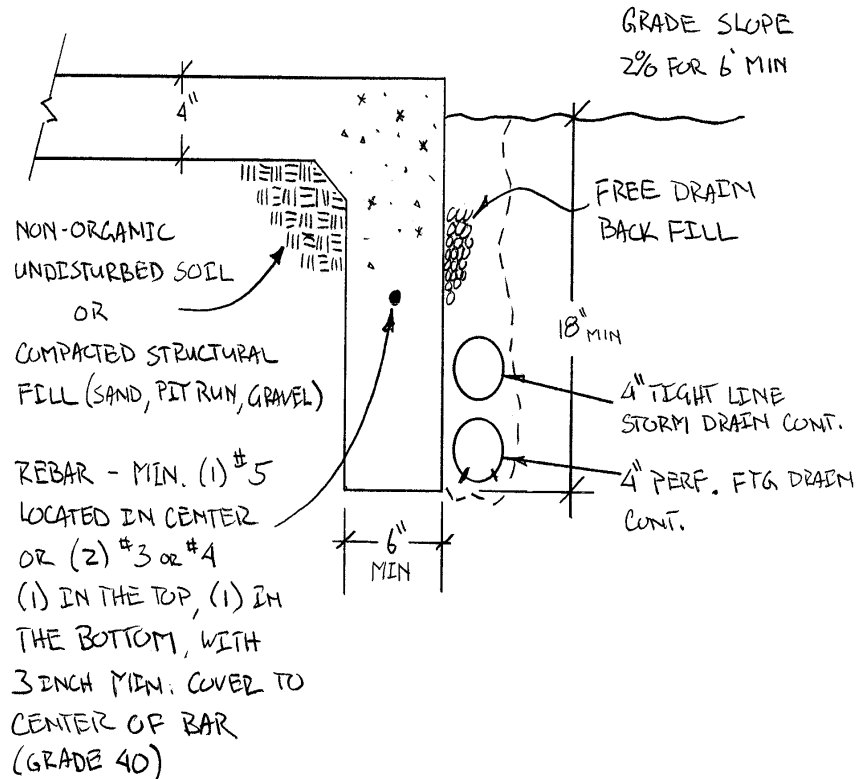


Approved Manufactured Home Set-Up Methods

- “Magnum Foundation Systems” approved per Michael Szramek Engineering and require soil inspection before fill is placed. Tie downs required and must meet setback requirements
- SAC industry steel piers are approved per manufacturer’s installation instructions.
- “D-Mac” steel pier not approved in wet areas or within 300 feet of saltwater.
- Tie downs required.
- NTA “The Black Pad” approved below frost line.
- County frost line is 18 inches below final grade, perimeter drains required of all “pit” sets.
- Pre-owned manufactured homes may be set to American National Standard: NCSBCS/ANSI A225.1 – 1994.
- New manufactured homes shall be set to manufacturers’ installation manual.
- “Duraskirt” is an approved skirting when installed to the installation manual.
- Decks shall require separate building permits, except for maximum 4 X 4 landings at exterior doors.
- Applicants shall demonstrate specific proposed set-up per the manufacturer’s home installation manual at time of submittal. Applications not meeting installation manual requirements or engineered alternatives will not be accepted.
- Revisions to set-up manual shall be submitted for additional review prior to inspection. Standard fees shall apply.
- New homes with on-grade floating slabs are required to be engineered or be placed below the frost line (18”), perimeter drainage required.

Typical Foundation Frost Line Detail

$f_c = 2500 \text{ psi}$
 SLAB REINFORCEMENT
 PER OWNER

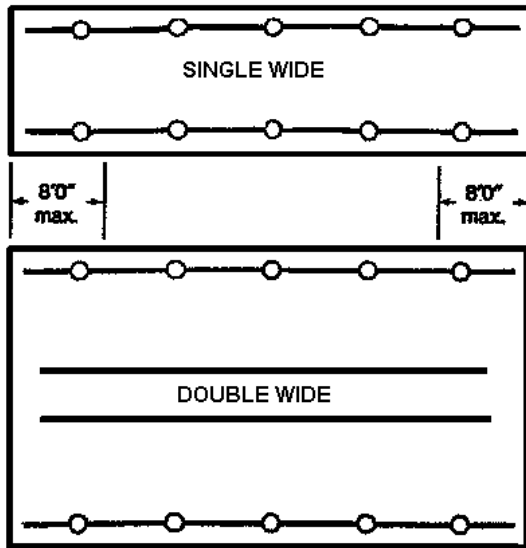


General Description of Soils

Note – To be used only when none of the following is available: Soils investigation and analysis of the site; compliance with the local building code; and evaluation by a registered professional engineer, architect, or building official.

<u>Soil Type</u> Based on the unified classification system	<u>Allowable Pressure</u> (pounds per square foot) No allowances made for overburden pressure, embedment depth, water table height, or settlement problems
Rock or hard pan	4,000 and up
Sandy gravel and gravel	2,000
Sand, silty sand, clayey sand, silty gravel, or clayey gravel	1,500
Clay, sandy clay, silty clay, or clayey silt	1,000
Un-compacted fill	Special Analysis is required
Peat or organic clays	Special Analysis is required

TIE-DOWN PLACEMENT



Key: Diagonal ○

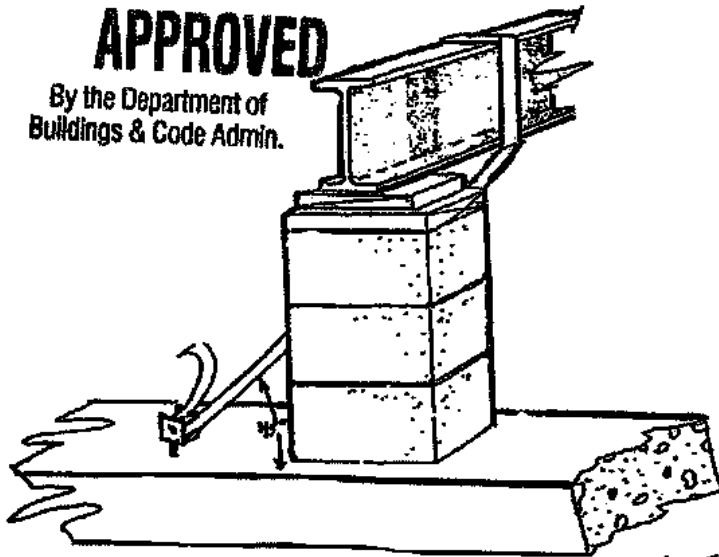
In lieu of manufacturer's specifications, each I-beam requires the following vertical ties at detached corners and added-on section(s) of expanded mobile homes.

Minimum Tie-Downs	
Length	Diagonal
32' - 54'	5
55' - 74'	6

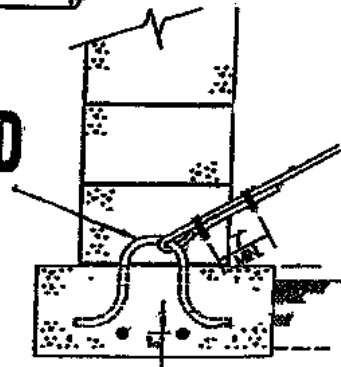
ANCHORING OR TIE-DOWN SYSTEM

- 1) Components must be resistant to weather;
- 2) Ties must:
 - a) Be fastened to ground anchors with turnbuckles or other approved tensioning devices;
 - b) Be attached to tension device with welded eyes or one designed to prevent self disconnection;
 - c) Resist a workload of 3150 lbs. and withstand a 4725 lb. overload.
- 3) Location of ties installed on each I-beam must be within 8'0" of each end and as shown in illustration (left) and table above (unless otherwise stated in manufacturers specifications).
- 4) Anchors must be approved ground anchors, or permanently attached to continuous footing or concrete slab.

APPROVED
By the Department of
Buildings & Code Admin.



NOT APPROVED
By the Department of
Buildings & Code Admin.



Inspection Requirements

There is a 180-day period in which to start construction. A start constitutes a poured foundation or equal. It is your responsibility to make sure the permit does not expire. Failure to commence the project or abandonment of construction for 180 days results in expiration of the permit. Continued construction activity must be verified through regular inspections. If a special inspection is required to verify continued construction activity a fee of \$100.00 is required to be paid in advance of the inspection.

Post your **INSPECTION RECORD** (in its blue plastic bag) in a conspicuous place when construction begins and leave it posted until all inspections have been satisfied. That inspection record is your proof that the required inspections have been done and it should be saved along with all the other important paperwork concerning the project.

Post the job address at the road so that the site can be found easily by the inspectors.

You are required to arrange for inspections in the following manner:

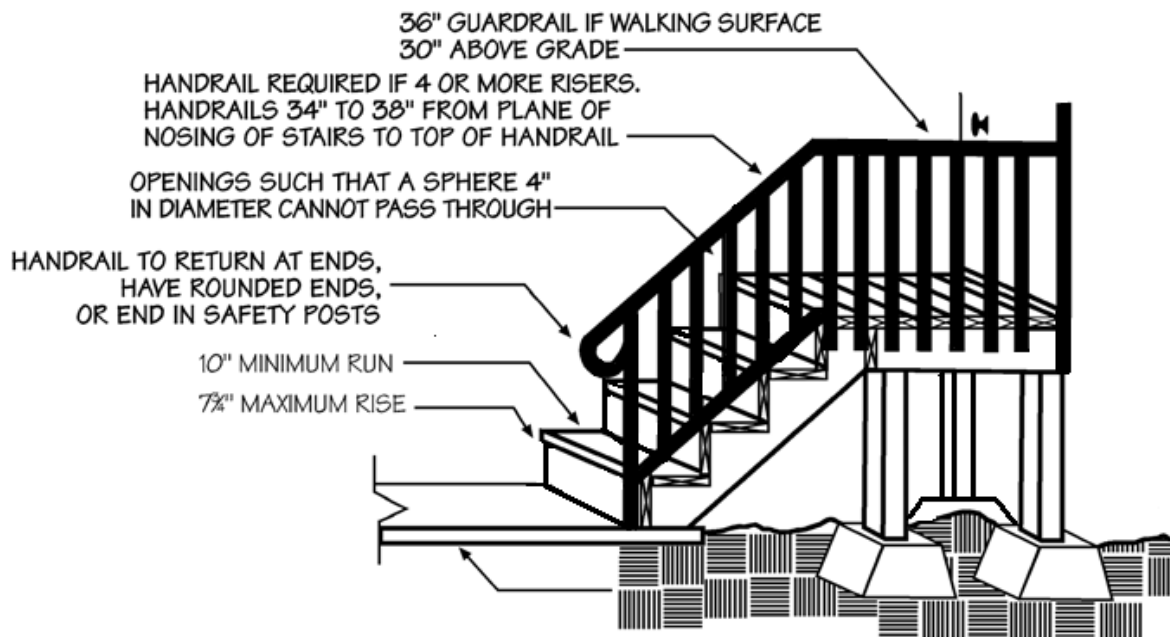
- 1) The inspection request phone number is (360)738-2520. Point Roberts inspections are done on Tuesday. Lummi Island inspections are done on Wednesday. Glacier area inspections are done on Monday & Wednesday.
- 2) When calling for inspections or inquiring about specific code requirements, **always** make reference to your **SITE ADDRESS & PERMIT NUMBER**. If you do not include this information you may not receive your desired inspection.
- 3) Approved plans must be available on the building site when the inspector makes all inspections.

NO WORK SHALL BE COVERED UNTIL REQUIRED INSPECTIONS ARE COMPLETED

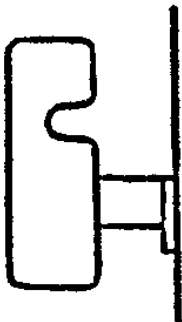
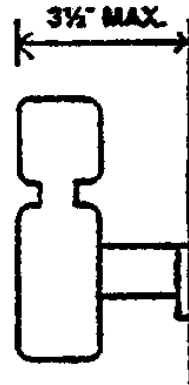
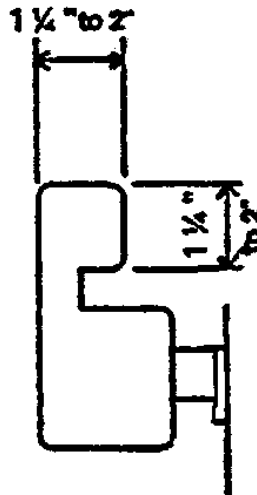
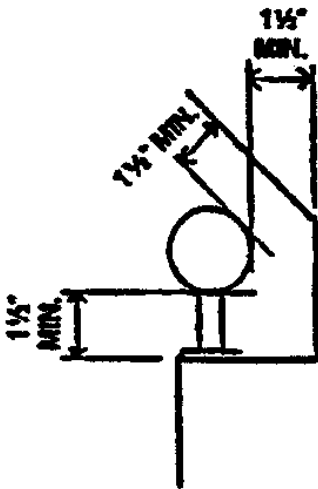
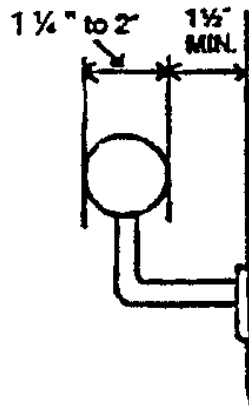
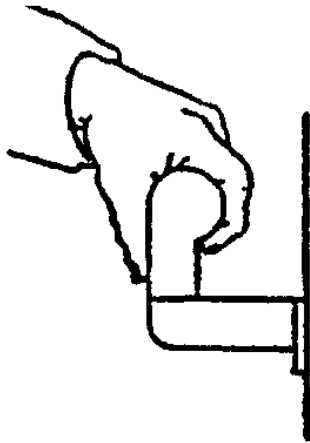
- 4) Refer to the specific inspection you are calling for. Required inspections are as follows:
 - a) Erosion and Sediment Control (ESC): Projects in Water Resource Special Management Areas require ESC sign off at the time clearing activity occurs. Foundation inspection will be denied until ESC is approved.
 - b) Foundation Inspection: To be made after building location and setbacks are identified, excavation or trenching is complete, concrete forms or concrete masonry units (CMU) and reinforcing steel is in place, and all foundation vents and block-outs are placed, prior to concrete or grout placement.
 - c) Blocking & Tie Down Placement: To be inspected **BEFORE** skirting is installed.
 - d) Final: To be made when all landings, railings, skirting and skirting vents are completed, house numbers are posted and visible from the road, and you are ready for occupancy. All previously required inspections must be completed prior to requesting a final inspection.

FINAL INSPECTION REQUIREMENTS

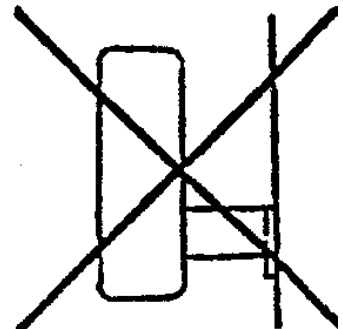
1. HOUSE NUMBER on house and visible from road;
2. SKIRTING installed with adequate ventilation and access (18" x 24" minimum);
Skirting systems (metal, wood, block, etc.) require one (1) square foot of ventilation per 150 square feet of area under the mobile home;
All material within 6" of grade must be treated or of a material impervious to moisture;
Exposed earth in crawl space must be covered with 6 mil. polyethylene and all water pipes and heating ductwork must be insulated;
3. LANDINGS minimum 36" X 36" at all door openings, ¼" per foot maximum slope.
4. GUARDRAILS
Required if walking surface of landing is 30" above grade;
Required on both side of landing and stairs;
36" Minimum Height;
Guardrails at stairs may be 34" – 36";
Spacing between balusters to be such that a sphere 4" in diameter cannot pass through;
Openings where tread, riser, and bottom of guardrail intersect may be such that a sphere of 6" may pass through.
5. HANDRAILS
Continuous for full run of stairway;
Grippable surface with no sharp corners;
34"-36" above nosing of treads;
1 ½" minimum from walls;
1 ¼" – 2" allowable cross section area.



Acceptable Handrail Details

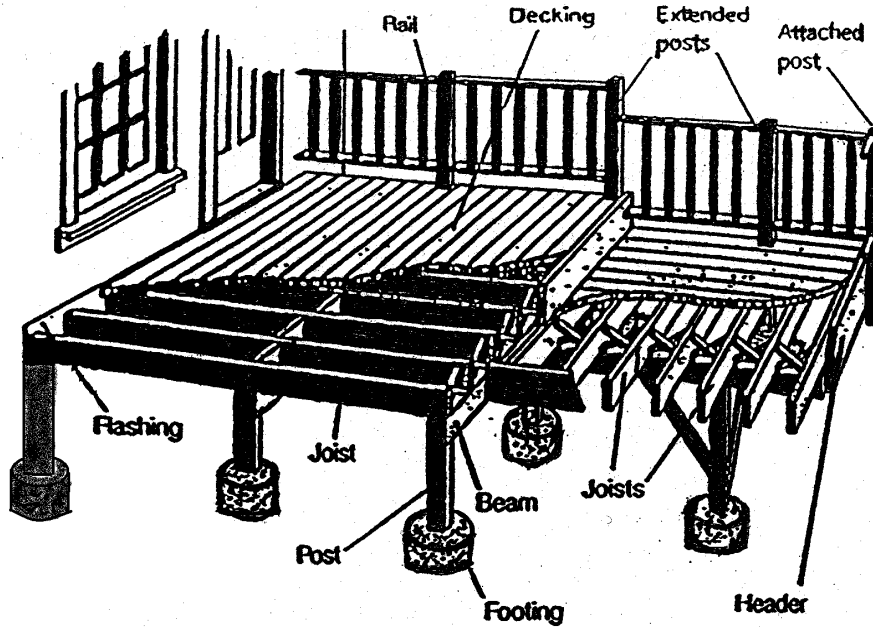


NOTE:
OTHER SHAPES MAY BE ACCEPTABLE
IF THEY PROVIDE AN
EQUIVALENT GRIPPING SERVICE.



**NOT
ACCEPTABLE**

Typical Elements of Deck Framing



*All footings shall bear on undisturbed soil and be a minimum of 18" below grade.

Landings

There shall be a floor or landing on each side of all doors. The floor or landing shall be level with or not more than 1 inch lower than the top of the threshold. However, in private dwellings a door may open on the top of a flight of stairs or an exterior landing, provided the door does not swing over the top step or exterior landing (except that screen doors may) and the landing is not more than 73/4" below the floor level. Where a door opens over a landing, the landing shall have a length not less than the door width. Exterior landings may slope not to exceed 1/4" per foot.

Exterior Decks & Porches

Approved wood of natural resistance to decay or treated wood shall be used for those portions of wood members which form the structural support of buildings, balconies, porches, stairs or similar permanent building components when such members are exposed to the weather without adequate protection from a roof, eave, overhang, or cover. Galvanized fasteners are required in weather exposed areas. See IRC Section R319.3. Girders or beams and joists shall be sized in accordance with IRC Chapter 5 or shall be designed to resist the forces specified in IBC Chapter 16.

Guardrails

All open and glazed sides of landings, decks, and porches which are more than 30 inches above grade or floor below, shall have a guardrail not less than 36 inches in height. Open guardrails and stair railings shall have intermediate rails or an ornamental pattern such that a sphere 4 inches in diameter cannot pass through and shall be able to withstand 50 lbs. per square foot over the entire area, per IBC Section 1607.7. The triangular openings formed by the risers, tread and bottom element of a guardrail at the open side of a stairway may be of such size that a 6 inch sphere cannot pass through.

Positive Connections

Where post and beam and/or girder construction is used, a positive connection shall be provided to insure against uplift and lateral displacement.



Manufactured Home Permit Application
One Structure per Permit

Print in Blue or Black Ink

Permit # MOB

Applicant / Contact Name:

Mailing Address:

City:

State:

Zip Code:

Phone #:

E-Mail:

Property Owner's Name:

Mailing Address:

City:

State:

Zip Code:

Phone #:

E-Mail:

Contractor's Name:

Contractor's Business Name:

Mailing Address:

License #:

City:

State:

Zip Code:

Phone #:

E-Mail:

Mortgage Lender:

Valuation:

Site Information: Parcel #:

Subdivision Name:

Division #

Block #

Lot #

Site Address:

Number of Buildings
 Currently on Site:

Project Description:

Model Year:

Model Name:

Single Wide

Double Wide

Triple Wide

Tip-Out

Snow Cover

of Bedrooms:

of Bathrooms:

Size: (Width X Length)

Serial # or VIN #:

Manufactured Home Dealer:

Installation will be: in a Mobile Home Park on Private Property

Please Check Applicable Water Service:

Well

Water Association

Water District

Name of Water Purveyor (if applicable):

Please Check Applicable Sanitary Service:

Septic: Yes No Septic Already Installed: Yes No

Sewer: Yes No

Name of Sewer Purveyor (if applicable):

Heat Source (Check the primary fuel source for Heat / Hot Water)

Heating: Natural Gas Propane Electric Oil Geothermal Other

Hot Water: Natural Gas Propane Electric Oil Geothermal Other

Foundation to be Used:

- | | |
|--|---|
| <input type="checkbox"/> Engineered Foundation System | <input type="checkbox"/> Pit Set |
| <input type="checkbox"/> CMU Blocks (8" X 16" Typical) | <input type="checkbox"/> CMU Perimeter Wall |
| <input type="checkbox"/> Steel Stands (12" X 12" Base) | <input type="checkbox"/> Dura Skirt |
| <input type="checkbox"/> Frame Blacking Only | <input type="checkbox"/> Strip Footings |
| <input type="checkbox"/> Slab 4" – 6" thick with Perimeter footings and drains | <input type="checkbox"/> Wood Skirting |
| <input type="checkbox"/> Slab at Grade | <input type="checkbox"/> Other: |

FOR OFFICE USE ONLY

Check All That Apply

- Site Plan, to scale: three (3) Copies – including watersheds and critical areas
(Please show all existing & proposed structures on your site plan)
- Floor Plan, to scale
- Septic permit / sewer verification
- Completed water verification form
- Land disturbance / fill & grade permit *(if already applied for)* Permit # _____
- Lot of Record Determination / Deed
- Manufactured Home Installation Manual
- Encroachment Permit – Permit # _____
- Existing structures to be removed
- Site flagged - clearing limits, boundaries, wetlands, etc. marked
- Authorization from property owner to construct on private property

Disclaimer

The permittee verifies, acknowledges and agrees by their signature that:

- 1) If this permit is for installation of a dwelling, the dwelling is/will be served by potable water;
- 2) The property owner is the owner of this Whatcom County Permit;
- 3) The signatory is the property owner or someone who has permission to represent the property owner in this transaction;
- 4) All construction is to be done in accordance with Whatcom County codes or ordinances-*referenced codes and ordinances are available for review at the Whatcom County Permit Center;*
- 5) This Whatcom County Permit does not permit or approve any violation of federal, state or local laws, codes or ordinances;
- 6) Submission of plans or additional information and subsequent approval may be required before this application can be processed.
- 7) All forms are legal documents and must be signed.
- 8) Notwithstanding that this application has been submitted in the name of a company, I personally guarantee payment of the fees accrued according to the terms listed in the Whatcom County Unified Fee Schedule and agree to be bound personally as a principal and not as a surety. I recognize that my personal guarantee is part of the consideration for review of the application.

Print Name

Signature

Date