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## MANUFACTURED/MOBILE HOME MINIMUM INSTALLATION REQUIREMENTS

THE FOLLOWING INFORMATION IS REQUIRED TO OBTAIN A MOBILE HOME LOCATION PERMIT FROM THE CITY OF HINESVILLE.

1. Proof of payment of current taxes (a receipt from the Liberty County Tax Assessors Office).
2. Copy of permit issued by the Office of Commissioner of Insurance Safety Fire Division.
3. Owner's name and mailing address.
4. Location of manufactured home: Street address, lot number, and name of mobile home park or subdivision.
5. Year, make, model, size and serial number of manufactured home.
6. Valuation (estimated cost of manufactured home).
7. Wind Zone Information. (Mobile homes shall be constructed for Zone II)

NOTE: There is a \$75.00 location permit fee for all applicants. Military applicants are not exempt from this fee.

**GENERAL INSTALLATION REQUIREMENT INFORMATION.**

8. All transportable sections of manufactured homes must contain a HUD label. The label is the manufacturer's certification that the home section is built in accordance with HUD's construction and safety standards.
9. A DCA Insignia is required for all industrialized buildings (modular) intended for residential and/or commercial occupancies. One insignia shall be required for each module of a building or component.
10. Each new manufactured home shall bear a data plate to be affixed in a permanent manner near the main electrical panel or other readily accessible and visible location. The data plate shall contain the name of the manufacturer, the serial number and model designation, the date the home was manufactured, the design-approval agency, factory-installed equipment and the wind, roof load, and thermal zones for which the unit was constructed. Local jurisdictions shall not prohibit the placement of any manufactured home built in compliance with the design standards for the zone in effect on the date that the data plate indicates the home was constructed. Manufactured homes shall not be placed in any zone(s) which exceed the design limitation for which the manufactured home was constructed as identified by the data plate.
11. All Manufactured/Mobile installers shall obtain the required permits from all local and state agencies.
12. Manufactured/Mobile homes shall be installed in strict compliance with the manufacturers installation instructions.
13. Manufactured/Mobile homes may be located only in accordance with City of Hinesville Zoning Ordinances.
14. Manufactured/mobile homes shall meet all of the required setbacks for the zoning district in which the unit will be located.
15. All electrical wiring connections shall comply with the minimum requirements of the current edition of the National Electrical Code. (NEC)
16. Upon approval by the electrical inspector from the Department of Inspections, an approval sticker will be affixed to the electrical meter base to inform the power company that the electrical service equipment was inspected, accepted and is approved for service.
17. The plumbing drain and waste lines shall be sloped to provide a fall of not more than 1/8" per foot of run ( i.e. length).
18. An accessible clean-out shall be provided near the junction of the building drain and the sewer and at the furthest upstream point of the building drain.
19. The water supply line shall be equipped with an approved backflow prevention device (dual check valve minimum). Provisions for thermal expansion will also be required when a closed water supply system is created by the use of backflow prevention devices.
20. All water supply piping shall be thermally protected from freezing temperatures. The manufactured home shall be anchored down with appropriate tie anchors in accordance with the manufacturers installation instructions. In the case that the manufacturers installation instructions are not available, the tie down anchors shall be installed in accordance with local code requirements.
21. Skirting shall be of material suitable for exterior exposure and contact with the ground. Permanent perimeter enclosures shall be constructed of materials as required by this code for regular foundation construction. Such wall or skirt shall extend from the bottom (floor level) of the unit to the ground so that no open space remains between the unit and surface of the ground. Skirting shall be adequately secured to ensure stability, minimize vibration and susceptibility to wind damage. Vinyl siding will not be accepted material for skirting/underpinning purposes.
22. The street address or lot number shall be conspicuously posted on the manufactured home or on the mailbox that are large enough to be easily seen from a roadway.
23. Clothes dryer exhaust shall not discharge underneath the mobile home.
24. A minimum 20' x 20' parking pad shall be provided.
25. All manufactured home spaces shall have all-weather walkways, leading from the entry of the manufactured home to the parking pad of not less than three feet in width.

**All stairs shall comply with the following requirements:**

26. Exit/entry doorways shall not open immediately upon a flight of stairs. A landing of at least the width of the door shall be provided on the exterior side of all egress/entry door openings.
27. The landing width shall be no less than the width of the door it serves, and the depth shall be not less than 36 inches.
28. Landings or finished floors at the required egress door shall not be more than 1 1/2 inches lower than the top of the threshold..
29. A guard rail not less than 36 inches in height shall be provided around the perimeter of landings that are higher than 30 inches from finished grade. The balusters shall not be spaced more than 4 inches on center apart from each other.
30. All stairways having treads located more than 3 risers above a floor or grade shall be provided with a handrail located not less than 34 inches, nor more than 38 inches above the leading edge of a stair tread. All stair treads that are 30 inches above grade will require handrails and/or guards on both sides.

**NOTICE: If any of the requirements above are not completed by the time of the final inspection, there may be a delay in the approval to establish electrical services.**

BY SIGNING BELOW YOU ARE ACKNOWLEDGING THAT YOU HAVE THOROUGHLY READ AND UNDERSTAND ALL OF THE REQUIREMENTS STATED HEREIN.	
_____ PRINTED NAME AND SIGNATURE OF APPLICANT	_____ DATE