

**Additional Permit Request Information:  
Manufactured Home Installation**

Permit # \_\_\_\_\_

Applicant \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_

Name of Licensed Installer \_\_\_\_\_  
License # \_\_\_\_\_  
Installation Decal # \_\_\_\_\_

Manufacturer's Name \_\_\_\_\_ Wind Zone \_\_\_\_\_ New home \_\_\_ Used home \_\_\_ Number of  
Sections \_\_\_\_\_ Width \_\_\_\_\_ Length \_\_\_\_\_ Year \_\_\_\_\_ Serial # \_\_\_\_\_  
Installation standard used: (check one) manufacturer's installation manual Rule 15C-1 \_\_\_

**SITE PREPARATION:**

Site Graded and fill dirt compacted to 90% \_\_\_\_\_ - or - Page \_\_\_\_\_

Drain tile and sump pump to be installed \_\_\_\_\_ - or - Page \_\_\_\_\_

Describe any other site prep method to be used \_\_\_\_\_ Page \_\_\_\_\_

Organic material removed \_\_\_\_\_ Page \_\_\_\_\_

Site graded or prepared for adequate drainage \_\_\_\_\_ Page \_\_\_\_\_

A vapor barrier is required for new homes Page \_\_\_\_\_

I understand that a poorly prepared site can cause doors and windows to bind, mold  
and mildew to form in the home. Installer's initials \_\_\_\_\_

**FOUNDATION:**

Load bearing soil capacity (psf) \_\_\_\_\_ or assumed 1000 psf \_\_\_\_\_ Page \_\_\_\_\_

Footing type: plastic pad \_\_\_\_\_, 16 x 16 concrete footer \_\_\_\_\_, poured footer \_\_\_\_\_ Page \_\_\_\_\_

I-beam piers: O/C spacings \_\_\_\_\_ Foundation pad size \_\_\_\_\_ Page \_\_\_\_\_

Perimeter piers: locations \_\_\_\_\_ Page \_\_\_\_\_

Centerline pier locations \_\_\_\_\_ Page \_\_\_\_\_

Centerline piers: Number \_\_\_\_\_ Footer sizes \_\_\_\_\_ Page \_\_\_\_\_

Special pier blocking: fireplace, bay windows, tubs, shear walls, etc, Yes \_\_\_ No \_\_\_ Page \_\_\_\_\_

**TIE-DOWNS:**

Torque probe reading \_\_\_\_\_ Declared 5 ft. anchors \_\_\_\_\_ Page \_\_\_\_\_

I understand a torque probe test can only be performed by a licensed installer.

Installer's initials \_\_\_\_\_

Anchor type: 4 ft. \_\_\_\_\_ 5 ft. \_\_\_\_\_ Page \_\_\_\_\_

Number of frame ties: \_\_\_\_\_ Spacing \_\_\_\_\_ Angle of strap \_\_\_\_\_ degrees Page \_\_\_\_\_

Number of vertical ties: \_\_\_\_\_ Page \_\_\_\_\_

Number of centerline anchors \_\_\_\_\_

Longitudinal straps/anchors \_\_\_\_\_ or longitudinal stabilizing devices \_\_\_\_\_ Page \_\_\_\_\_

Manufacturer of longitudinal stabilizing devices \_\_\_\_\_ Page \_\_\_\_\_

Manufacturer of lateral arm systems (if used) \_\_\_\_\_ Page \_\_\_\_\_

A State approved lateral arm system is being used and the installer will follow both the  
home's installation manual and the lateral arm manufacturer's installation instructions.

5' anchors are required at all centerline tie points where the torque test reading is 275 or  
less and where the mobile home manufacturer may require anchors with 4000 lb holding  
capacity. Installer's initials \_\_\_\_\_

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**CLOSE UP:**

***Gasket:***

I understand a properly installed gasket is a requirement of all new and used homes and condensation, mold, mildew and buckled marriage walls can be a result of a poorly installed or no gasket being installed. I understand a strip of tape will not serve as a gasket. Page \_\_\_\_\_  
Installer's initials \_\_\_\_\_ Type gasket \_\_\_\_\_

Fasteners are required to secure multi-sections of homes together (roof, sidewalls, floor)

Fasteners:	Roofs	Type and size _____	Spacing _____	Page _____
	Endwalls	Type and size _____	Spacing _____	Page _____
	Floors	Type and size _____	Spacing _____	Page _____

***Electrical:***

Connect electrical conductors between sections of the home this includes the bonding wire. Installers are not allowed to connect electrical power to the home. Access panels are to be installed. Page \_\_\_\_\_

***Plumbing:***

Using the manufacturer supplied drain line drawing connect all sewer drains to an existing sewer tap or septic tank. Page \_\_\_\_\_  
Connect the potable water supply to an existing water meter, water tap or other independent water system. Access panels are to be installed. Page \_\_\_\_\_

***Weatherproofing:***

Rule 15C-2 requires the complete weather sealing of the home.  
Bottom board repair Page \_\_\_\_\_  
Vinyl siding Page \_\_\_\_\_  
Soffit and fascia Page \_\_\_\_\_  
Roof close up: Check the one that applies  
Manufacturer's installation manual \_\_\_\_\_ Page \_\_\_\_\_  
Rule 15C-1 \_\_\_\_\_ 30 gauge, 8" wide, galvanized metal strip centered over the peak and fasten with galv. roofing nails at 2" on center on both sides of the centerline.

***Chimney:***

Install extra length flue pipe, install and seal storm collar, chimney cap Page \_\_\_\_\_

**Home skirted:**

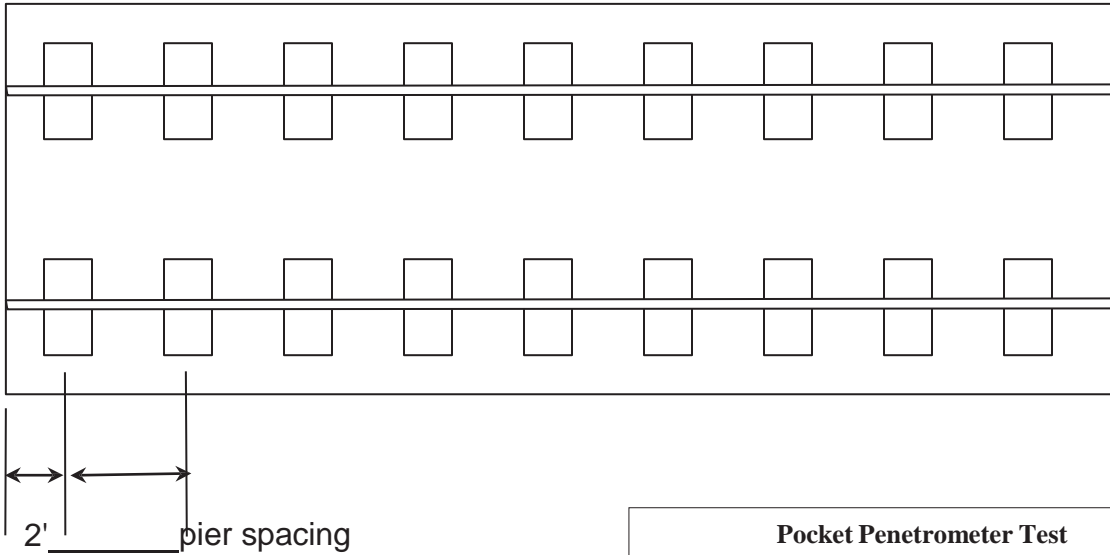
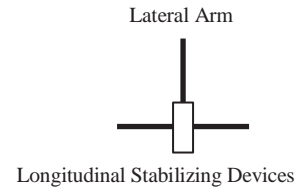
Yes \_ No \_\_\_\_\_ Page \_\_\_\_\_  
If skirted ventilation is required: (check one) Page \_\_\_\_\_ 1 square  
1 square foot for every 300 sq. ft.  
of home (suggested with vapor  
barrier) \_\_\_\_\_ Ventilated skirting

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Designate location of all lateral arms and longitudinal stabilizing devices on the blocking plan.

**Blocking Plan** typical single wide blocking plan

Manufacturer \_\_\_\_\_  
Length x width \_\_\_\_\_



**Pocket Penetrometer Test**

**Test the perimeter of the home at 6 locations.  
Take the reading at the depth of the footer.  
Using 500lb increments, take the lowest reading  
and round down to that increment.**

Pocket Penetrometer test results \_\_\_\_\_  
Soil torque probe test results \_\_\_\_\_  
Anchor Length \_\_\_\_\_  
I-beam pier pad size \_\_\_\_\_  
Perimeter pier pad size \_\_\_\_\_

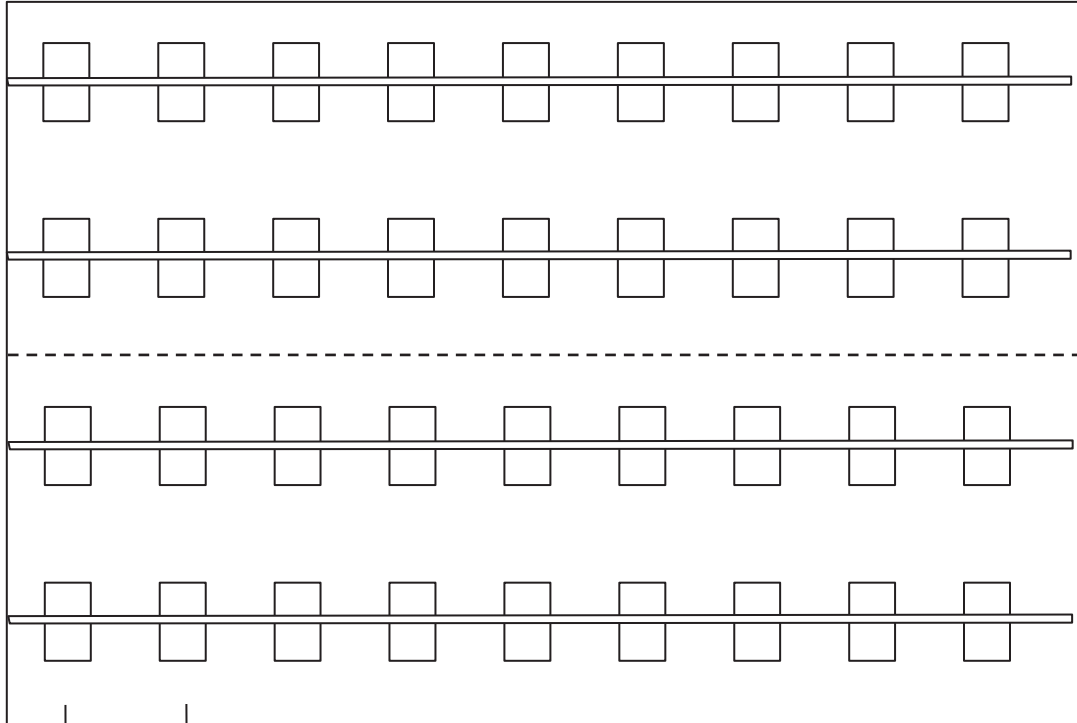
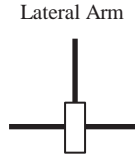
Other information

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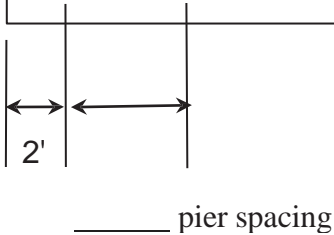
Designate location of all lateral arms and longitudinal stabilizing devices on the blocking plan.

**Blocking Plan** *typical double wide blocking plan*

Length x width \_\_\_\_\_  
Manufacturer \_\_\_\_\_



Marriage Wall  
the location of  
these piers will  
vary with each  
floor plan.



**Pocket Penetrometer Test**

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Take the reading at the depth of the footer.  
Using 500lb increments, take the lowest reading  
and round down to that increment.**

Soil Bearing \_\_\_\_\_

Soil torque probe test results \_\_\_\_\_

Anchor Length \_\_\_\_\_

I-beam pier pad size \_\_\_\_\_

Perimeter pier pad size \_\_\_\_\_

Marriage wall pier pad sizes – outline pad locations on the centerline and show sizes below

- |         |         |
|---------|---------|
| 1 _____ | 4 _____ |
| 2 _____ | 5 _____ |
| 3 _____ | 6 _____ |

Other information