



**COUNTY OF NEVADA
COMMUNITY DEVELOPMENT AGENCY
BUILDING DEPARTMENT**

950 MAIDU AVENUE NEVADA CITY, CA 95959-8617
(530) 265-1222 FAX (530) 265-8794

www.mynevadacounty.com/cda

MANUFACTURED HOME ON FOUNDATION

1. YOU NEED TO KNOW:

- A. The manufactured home must have been manufactured after 09-15-71 OR see page 2 of this document "MANUFACTURED HOMES CONSTRUCTED PRIOR TO 09-15-71".

2. THE BUILDING DEPARTMENT NEEDS:

- A. Three (3) Site plans
Three (3) Floor plans
Two (2) Set-Up Manuals
Two (2) Foundation Plans – Foundation plans can be either engineered (in which case the wet signature of the engineer is required on the plans), or approved by HCD (State of California, Department of Housing & Community Development)
Two (2) Marriage Line Pier Support Plans
Two (2) Exterior fire resistive construction system inspection reports for homes manufactured after September 1, 2008. [When a used manufactured home is re-installed in a different location and is in a State Responsibility Area or Local Responsibility Area the used manufactured home must comply with Chapter 7A, 2019 California Building Code. Provide documentation showing compliance.]
- B. Owner/Contractor must complete Forms 433A and 433B.
- C. Letter from the seller/lender (if applicable) approving placement of manufactured home on a foundation system.
- D. Copy of your recorded Grant Deed with complete legal description (Exhibit A) of the property on which the unit is being placed.
- E. Verification of an Encroachment Permit (from Department of Public Works) if driveway encroaches onto a County maintained road.
- F. Verification of septic and water approvals from Environmental Health (where applicable).

NOTE: If the mobile home is previously registered, send the original registration, title and license plate or license decals to the Department of Housing & Community Development, Division of Codes and Standards, P.O. Box 1407, Sacramento, CA 95807.

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3. WHEN THE PERMIT IS READY TO BE ISSUED:

- A. Receipt of any other agency approvals that may be applicable, i.e., receipt of payment of School District Mitigation fees, receipt of approval to issue building permit from Environmental Health Department, receipt of payment of Fire District fees. Road Developer fees will be applied to your permit if required.

4. DUE WITHIN ONE WEEK PRIOR TO SCHEDULING FINAL INSPECTION:

- A. Check made payable to HCD = \$11 single-wide, \$22 double-wide, \$33 triple-wide or \$44 quad. Please note that the check will not be accepted at time of application submittal or permit issuance, only within one week prior to final inspection.
- B. Check made payable to Nevada County Recorders Office to record the manufactured home documents. \$8 for the first page, \$3 each additional page and \$1 for the confirmed copy (required). Please note that the check will not be accepted at time of application submittal or permit issuance, only within one week prior to final inspection.
- C. The driveway/grading permits must have received final inspection prior to issuance of the Certificate of Occupancy for the manufactured home.

MANUFACTURED HOMES CONSTRUCTED PRIOR TO 09-15-71

Manufactured homes constructed within California prior to September 15, 1971 or constructed outside of California must undergo "Coding Review" prior to receipt of insignia from the State of California Housing & Community Development Department if the placement on a permanent foundation system is desired.

In the case of California manufactured homes constructed prior to September 15, 1971, an Architect or Civil Engineer licensed in the State of California must review structurally, the manufactured home for compliance with manufactured home construction standards in effect during 1971-1975. A copy of these regulations is available from HCD. If alterations are required to meet those standards, a permit must be obtained from HCD. Upon completion of the alterations, or upon certification of compliance with construction standards from the Architect/Engineer, a HCD insignia will be granted.

Manufactured homes constructed outside California must undergo the same procedure as California constructed mobile homes for structural compliance. Additionally, plumbing, electrical, and mechanical systems must be reviewed for compliance prior to award of insignia. Once insignias are received and affixed on the manufactured home, the process to install on a permanent foundation may occur.