

KLICKITAT COUNTY BUILDING DEPARTMENT



228 W. MAIN STREET, MS-CH-20, GOLDENDALE WASHINGTON 98620
PHONE 509 773-3706 • 800-583-8078 • FAX 509 773-2480
SKIP GRIMES: BUILDING & COMPLIANCE DIRECTOR

The entire application for mobile/manufactured home placement must be filled out in **ink or typed**. All sections need to be complete. The property information is **very** important for reviewing the application. The parcel number must be provided. It is also important to list the contractor, contractor's license number and installer's certification number. If you are doing the placement work yourself, list **SELF** as the contractor.

Planning Department: Located in Courthouse Annex 1, 228 W. Main St., Rm. #120, Goldendale, WA 98620, (509) 773-5703 or (800) 765-7239 - Provides information regarding setbacks, zoning and addresses. Must review and approve application prior to permit issuance.

Public Works Department: Located in Courthouse Annex 4, 115 S. Golden, Goldendale, WA 98620, (509) 773-4616 or (800) 583-8074 - Provides information regarding roads, road approaches and other associated matters. Must review and approve application prior to permit issuance.

Klickitat County Health Department: Located in Courthouse Annex 1, 228 W. Main St., Rm. #130, Goldendale, WA 98620, (509) 773-4565 or (888) 291-3521 - Provides information regarding sewage disposal method and water. If you have a **private water purveyor**, please indicate the correct name of the water purveyor on the application. Must review and approve application prior to permit issuance.

Be sure to check with each agency mentioned above as to whether they have satellite offices located at the Pioneer Center, 501 N.E. Washington in White Salmon, prior to stopping in at the office address located in Goldendale.

Fire Safety Certificate: Mobile homes, for permanent placement, which do not meet the applicable Department of Housing and Urban Development (HUD) manufactured housing standards of June 15, 1976, **must** have a Fire Safety Certificate from the Washington State Department of Labor and Industries **before** an installation permit can be issued. More information regarding the Fire Safety Certificate can be obtained by contacting the Department of Labor & Industries at (360) 896-2300 or (509) 493-5044. After the home has been sited, any subsequent move will require a separate Fire Safety Certificate.

For new manufactured homes, Klickitat County requires the manufacturer's installation instructions be submitted to the Building Department prior to permit issuance.

When using ANSI A225.1 "Manufactured Home Installations" as the setup instructions for a relocated (used) home, the following may be assumed:

- Table 4-1, Table 4-2, Design Roof Live Load = 20 psf minimum
- Table 4-3, Soil Bearing Capacity (in undisturbed earth) = 1500 psf
- Figure 3-1(a): South Zone
- Figure 3-1(c): Zone 1
- Figure 5-2: Zone 1

Design standards for manufactured homes are established by the United States Federal Government. The design roof load for manufactured housing has been established at 20 psf

minimum. It should be noted that ground snow loads for structures other than manufactured housing vary from 35 psf to 170 psf in Klickitat County.

Although Klickitat County has no authority to enforce local covenants, it is a good idea to check and find out if there are any covenants attached to your property.

When approval is received from all the necessary agencies, a bill will be sent to the applicant. The cost of placing a mobile/manufactured home is \$150.00 for the first section and \$50.00 for each additional section. After the fee is paid, the permit will be issued.

The installation permit shall be valid for a period of 90 days from the date of issuance, and shall be issued for the location of the specific mobile/manufactured home on a specific lot or space. Location of a different mobile/manufactured home in the same location or the same mobile/manufactured home in a different location shall cause the permit to become null & void and shall require a new installation permit and fee to be paid by the applicant.

Extensions of the original installation permit for a period of 90 days may be granted by the building official for justifiable cause shown upon a written request by the applicant prior to expiration of the original permit period.

Effective July 1, 2003, installer certification tags must be attached to the home prior to final approval from this Department. Several installers may perform different aspects of the installation. There should be one tag for each certified installer accounting for the work that each installer performed or supervised. Examples of such work are:

- Site preparation and pouring of concrete runner.
- Installation of support piers, structural connections, plumbing and mechanical connections.
- Installation of tie-downs and skirting.

Homeowners who perform installation work on their own residence are exempt from the certification tag requirements.

Please complete all forms in their entirety as a complete and thorough application will ensure that your permit is processed in a timely manner.

If you have any questions regarding the mobile/manufactured home placement permitting process, please contact this office at 773-3706 or (800) 583-8078.

Thank you for your careful attention to detail!

If your property is located in the National Scenic Area, the Columbia River Gorge Commission requires you to comply with all National Scenic Area regulations. They can be contacted at 509-493-3323.

GENERAL STANDARDS

Installation Permits. The owner or owner's authorized agent of a mobile/manufactured home must obtain an installation permit from the Klickitat County Building Department before a mobile/manufactured home can be permanently or temporarily placed on any site within the unincorporated area of the county. A dealer, owner or agent may not deliver a mobile/manufactured home to the location site until he has verified that the owner or installer has obtained an installation permit from the building department.

The installation permit shall be valid for a period of ninety days from the date of issuance, and shall be issued for the location of the specific mobile/manufactured home on a specific lot or space. Location of a different mobile/manufactured home in the same location or the same mobile/manufactured home in a different location shall cause the permit to become null & void and shall require a new installation permit and fee to be paid by the applicant.

In the case of a new manufactured home, a copy of the manufacturer's installation instructions shall be provided prior to permit issuance.

In the case of a relocated (used) mobile/manufactured home, if the manufacturer's installation instructions are available, a copy shall be provided prior to permit issuance. If the manufacturer's installation instructions are unavailable, the mobile/manufactured home shall be installed as per The American National Standard Institute (ANSI) ANSI A225.1 – Manufactured Homes Installation, 1994 edition instructions or the instructions of a professional engineer or architect licensed in the state of Washington.

Permit Fees. Permanent or temporary placement of a mobile/manufactured home shall be \$150 for the first section and \$50 for each additional section.

Installation and Inspection Requirements. Upon notification from the permit holder or his/her authorized agent, Klickitat County will inspect each aspect of the installation for compliance with applicable installation requirements and shall either approve that portion of the construction as completed or shall notify the permit holder or authorized agent wherein the same fails to comply with applicable requirements. Any portions which do not comply shall be corrected and such portion shall not be covered or concealed until authorized by Klickitat County. The required inspections shall be listed on the inspection card accompanying the placement permit and the attached "Inspection Checklist".

The building department shall approve the installation of a mobile/manufactured home and issue a certificate of occupancy allowing the structure to be occupied if the installation complies with all conditions of the installation permit and all other applicable requirements.

Klickitat County may not issue final approval for the installation of a mobile/manufactured home unless the certified installer or the installer's agent has posted at the set-up site the mobile/manufactured home installer's certification number, has identified the work being performed on the home installation and one or more installer certification tags have been affixed to the home indicating all installation work was performed by a certified mobile/manufactured home installer.

Exception: The owner of a mobile or manufactured home may install or perform on-site work or equipment installation work on his or her own home without obtaining certification from the Washington State Department of Labor & Industries as a certified manufactured home installer if the home is intended for use as the homeowner's primary residence. If the owner of a mobile/manufactured home hires any individual or business to assist the owner in the installation, on-site work or equipment installation work, a certified installer is required to be on-site supervising such work and must meet all requirements of the state of Washington.

All mobile/manufactured homes installed in Washington State shall be anchored according to the manufacturer's installation instructions or according to the design of a professional engineer or architect licensed in the state of Washington or ANSI A225.1.

All mobile/manufactured homes which are placed shall be served by a water supply and sewage disposal system complying with the requirements of the jurisdictional health department. A placement permit shall not be issued prior to approval from the jurisdictional health department.

All mobile/manufactured homes which are placed shall comply with all applicable requirements of the jurisdictional planning department. A placement permit shall not be issued prior to approval from the jurisdictional planning department.

All mobile/manufactured homes which are placed shall comply with the requirements of a permit for ingress and egress from the subject property to a county road or state highway. A placement permit shall not be issued prior to approval from the applicable agency.

All mobile/manufactured homes which are placed shall have exit stairs, landings, ramps, handrails, guardrails and all other means of egress and shall be in compliance with the applicable provisions of the International Residential Code.

All mobile/manufactured homes which are placed shall not be installed on any building site where the ground does not have the load-bearing capacity to comply with the minimum requirements of the applicable installation instructions. Provisions shall be made for adequate drainage to prevent the collection of surface and sub-surface water. No structure permitted by Klickitat County shall be placed on fill material without the approval of a professional engineer licensed in the state of Washington.

All mobile/manufactured homes shall comply with applicable setback requirements. Notwithstanding the authority of the building department to administer and enforce all applicable requirements, no duty to verify or establish lot lines or setback lines is created by virtue of inspections and none shall be implied. The location of lot lines and/or setback lines and construction related thereto shall be the responsibility of the applicant/owner. The building department may require a survey to verify that appropriate setbacks have been complied with.

A new manufactured home shall be installed as per the manufacturer's approved installation instructions and all other applicable provisions. If the manufacturer's installation instructions do not address an aspect of the installation, specific instructions from the manufacturer or specific instructions from a professional engineer or architect licensed in the state of Washington will be required.

A relocated (used) mobile/manufactured home shall be installed as per the manufacturer's approved installation instructions. If the manufacturer's installation instructions are unavailable, the mobile/manufactured home shall be installed as per The American National Standard Institute (ANSI) ANSI A225.1 – Manufactured Homes Installation, 1994 edition instructions or the instructions of a professional engineer or architect licensed in the state of Washington.

A manufactured home must have a skirting around its entire perimeter. It must be installed per the manufacturer's installation instructions or if the manufacturer is not specific, to the standards in this section and ANSI A225.1. It must be vented and allow access to the under floor area per the manufacturer's installation instructions or per the standards below if the manufacturer's instructions are not available. If the manufacturer's skirting and access instructions are not specific, skirting, ventilation and access shall be installed as follows:

Skirting:

- Must be made of materials suitable for ground contact.
- Metal fasteners must be made of galvanized, stainless steel or other corrosion resistant material.
- Ferrous metal members in contact with the earth, except those made of galvanized or stainless steel, must be coated with an asphaltic emulsion.
- Skirting must not trap water between the skirting and siding or trim.
- All skirting must be recessed or flashed behind the siding or trim.

Ventilation:

For homes sited in a flood plain, contact the local jurisdiction regarding proper skirting ventilation. Except for those manufactured homes sited in a flood plain, all skirting must be vented as follows:

- Vent openings must be covered with corrosion-resistant wire mesh to prevent the entrance of rodents. The size of the mesh opening cannot exceed ¼ inch.
- Vent openings must have a net area of not less than one square foot for each one hundred fifty square feet of under floor area.
- Vent openings must be located as close to corners and high as practical and they must provide cross ventilation on at least two opposite sides.
- Vent covers shall be non-closeable.

Access:

- Access to the under floor area of a manufactured home must have a finished opening at least eighteen inches by twenty-four inches in size.
- The access opening must be located so that all areas under a manufactured home are available for inspection.
- The access opening must be covered and that cover must be made of metal, pressure treated wood, vinyl or other approved material and shall be recessed or flashed behind the siding or trim.

A manufactured home site must be prepared per the manufacturer's installation manual or per ANSI A225.1, 1994 edition, section 3.

Heat duct crossovers must be installed per the manufacturer's installation manual or per ANSI A225.1 or the following instructions if the manufacturer's instructions are not available:

- Heat duct crossovers must be supported at least one inch above the ground by strapping or blocking. They must be installed to avoid standing water. Also, they must be installed to prevent compression, sharp bends and to minimize stress at the connections.

Dryer vents must exhaust to the exterior side of the wall or skirting. Dryer ducts outside the manufactured home shall comply with the dryer manufacturer's specifications and shall be made of metal with smooth interior surfaces.

Hot water tank pressure relief lines must exhaust to the exterior side of the exterior wall or skirting and must exhaust downward. The end of the pipe must be at least six inches but not more than two feet above the ground. Drain lines must be of a material approved for hot water

distribution and must drain fully by gravity, must not be trapped, and must not have the outlet threaded.

Water piping must be protected against freezing as per the manufacturer's installation instructions or by use of other approved methods.

The testing of water lines, waste lines, gas lines and electrical systems must be as per the manufacturer's installation instructions. Electrical connections and testing are the responsibility of the Electrical section of the Department of Labor and Industries.

During the installation process, a ground cover must be installed under all manufactured homes. The ground cover must be a minimum of six-mil black polyethylene sheeting or its equivalent (exception to ANSI A225.1(3.5.2)). The ground cover may be omitted if the under floor area of the home has a concrete slab floor with a minimum thickness of three and one-half inches.

Clearances underneath manufactured homes must be maintained at a minimum of eighteen inches beneath at least seventy-five percent of the lowest member of the main frame (I-beam or channel beam) and the ground or footing. No more than twenty-five percent of the lowest member of the main frame of the home shall be less than eighteen inches above the ground or footing. In no case shall clearance be less than twelve inches anywhere under the home (exception to ANSI A225.1 (4.1.3.3)).

Heat pump and air conditioning condensation lines must be extended to the exterior of the manufactured home.

Additions and Alterations. On-site self-supporting structures that do not use any of the mobile/manufactured home support systems shall comply with Titles 15 and 16 of the Klickitat County Code.

On-site structures that are not self-supporting or use one or more of the support systems of the mobile/manufactured home shall be approved by the Factory Assembled Structures section of the Washington State Department of Labor and Industries and shall comply with Titles 15 and 16 of the Klickitat County Code.

Exception: An addition may be flashed to a mobile/manufactured home.

On-site structures, whether attached or freestanding, shall comply with fire separation distance and occupancy separation requirements of Title 15 of the Klickitat County Code.

When adding a garage, if a manufactured home comes from the factory "garage ready", no inspection is required by Labor and Industries. Documentation of compliance shall be required. If the mobile/manufactured home is not "garage ready" when it leaves the factory, an alteration permit shall be required as applicable.

When connecting two or more mobile/manufactured homes together to create one dwelling unit, the following shall apply:

1. Each mobile/manufactured home shall maintain its integrity and identity as a mobile/manufactured home and contain all of the following:
 - a. Remains transportable in one or more sections;
 - b. One bathroom with a sink, water closet and a shower or tub or combination tub/shower;
 - c. Living space of a minimum 150 square feet;
 - d. Water heater;
 - e. Heating source, either central or room;

- f. Eating area;
 - g. Minimum of one bedroom with closet;
 - h. Electrical distribution panelboard;
 - i. Kitchen with sink, refrigerator and cooking equipment (NOTE: the Department of Labor and Industries may allow the removal of the kitchen appliances and sink/sink cabinets provided that the plumbing to the sink shall be accessible for future reconnection. Contact Department of Labor and Industries regarding this issue.)
 - j. Means of egress from the home via two exterior doors that are remote from each other and meet the requirements of the HUD standards CFR 3280; and
 - k. Each bedroom shall have a means of egress directly to the exterior either through an exterior door or an approved egress window.
2. Roof-overs shall be self-supporting to maintain the ability to separate the units at a later date.
 3. If the units are altered, Labor and Industries will inspect each unit as a separate unit and a separate insignia will be required for each.
 4. The method for joining the units together shall comply with all applicable provisions of this title and shall not affect the structural integrity of the units. An engineered design may be required.

Additions and alterations to mobile/manufactured homes shall be approved by the Washington State Department of Labor and Industries. The state insignia of approval shall be attached to the mobile/manufactured home after inspection and approval. Klickitat County shall not approve the mobile/manufactured home for occupancy until the insignia is affixed.

In order for a mobile/manufactured home to be used for other than dwelling purposes, the following shall apply:

1. The mobile/manufactured home shall be “decertified” by Washington State Department of Labor and Industries, and;
2. The structure shall comply with all provisions of Title 15 of this code for new buildings or structures.

If your property is located in the National Scenic Area, the Columbia River Gorge Commission requires you to comply with all National Scenic Area regulations. They can be contacted at 509-493-3323.

DRYER VENTS

Duct Termination. Exhaust ducts shall terminate on the outside of the building. Exhaust duct terminations shall be in accordance with the dryer manufacturer's installation instructions. Exhaust ducts shall terminate not less than 3 feet in any direction from openings into buildings. Exhaust duct terminations shall be equipped with a backdraft damper. Screens shall not be installed at the duct termination.

Duct Size. The diameter of the exhaust duct shall be as required by the clothes dryer's listing and the manufacturer's installation instructions.

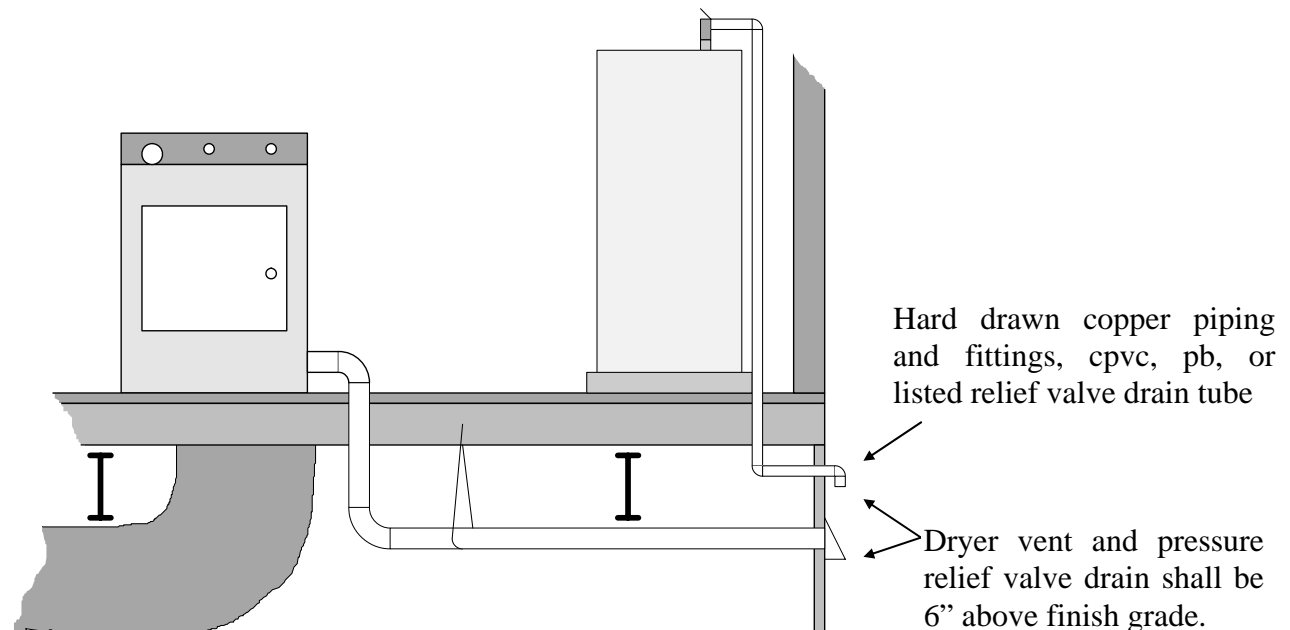
Transition ducts. Transition ducts shall not be concealed within construction. Flexible transition ducts used to connect the dryer to the exhaust duct system shall be limited to single lengths, not to exceed 8 feet and shall be listed and labeled in accordance with UL 2158A.

Duct construction. Exhaust ducts shall be constructed of minimum 0.016-inch-thick rigid metal ducts, having smooth interior surfaces with joints running in the direction of air flow. Exhaust ducts shall not be connected with sheet-metal screws or fastening means which extend into the duct.

Duct length. The maximum length of a clothes dryer exhaust duct shall not exceed 25 feet from the dryer location to the wall or roof termination. The maximum length of the duct shall be reduced 2.5 feet for each 45-degree bend and 5 feet for each 90-degree bend. The maximum length of the exhaust duct does not include the transition duct.

Exceptions:

1. Where the make and model of the clothes dryer to be installed is known and the manufacturer's installation instructions for the dryer are provided to the building official, the maximum length of the exhaust duct, including any transition duct, shall be permitted to be in accordance with the dryer manufacturer's installation instructions.
2. Where large-radius 45-degree and 90-degree bends are installed, determination of the equivalent length of the clothes dryer exhaust duct for each bend by engineering calculation in accordance with the ASHRAE Fundamentals Handbook shall be permitted.



STAIRS, LANDINGS AND DECKS

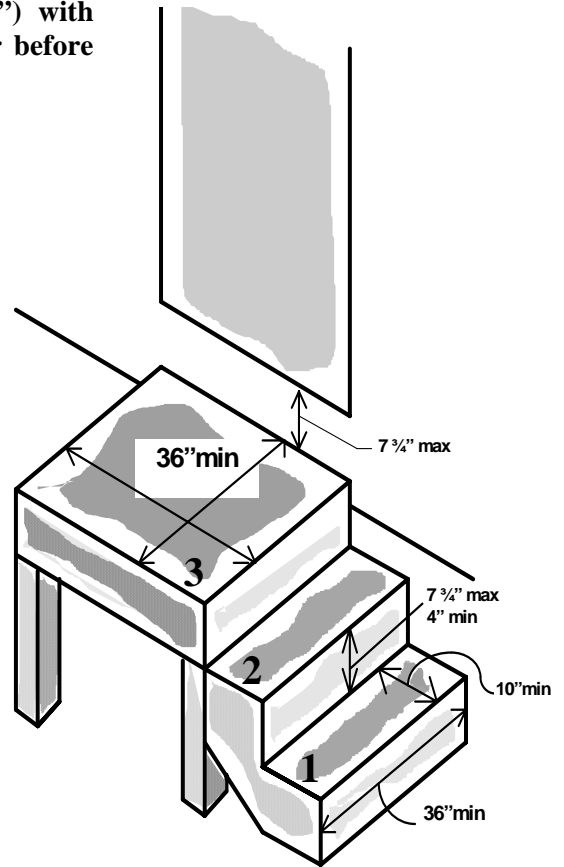
Structurally sound stairs and landings (minimum of 36" x 36") with proper hand and guard rails must be in place at every exit door before final occupancy will be approved. IRC Sec R311

Landing or deck level shall be no greater than one and one-half (1 1/2") lower than highest part of door threshold. *Exception: A door may open at a landing that is not more than **seven and three-quarters (7 3/4")** inches lower than the floor level, provided the door does not swing over the landing.*

IRC Sec. R311

Decks or landings and their guard rails can be attached to the home for flashing purposes but must not place any bearing weight on the house. Posts and footings must be installed to support all parts of the structure. Poured in place concrete which provides frost protection and appropriate bearing shall be used as footings. Pier blocks may be used in certain application but **under no circumstances** are pier blocks approved to support any type of roof structure. Please contact the Building Department, prior to using pier blocks, for approval.

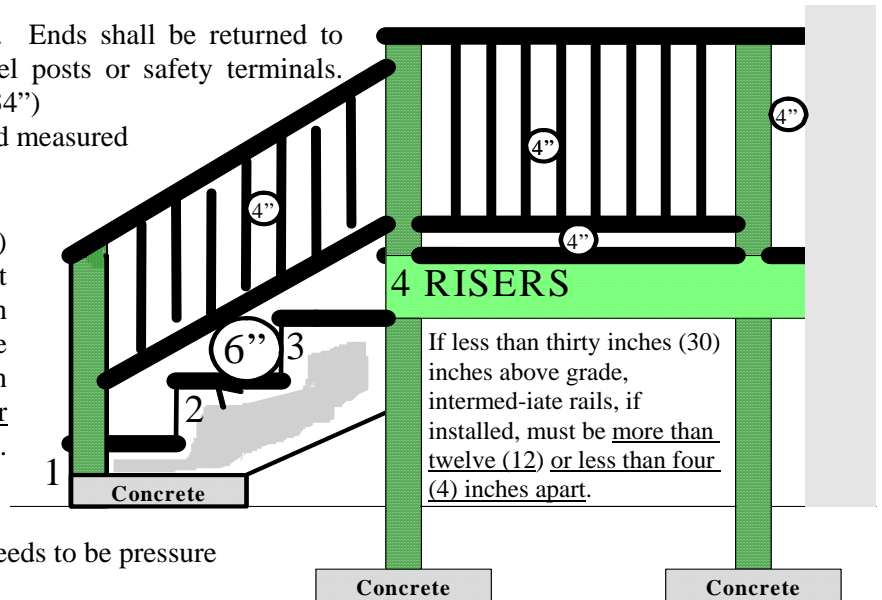
Stair riser & tread widths must be uniform to within three eighths inch (3/8") tolerance. IRC Sec. R311



HAND AND GUARD RAILS

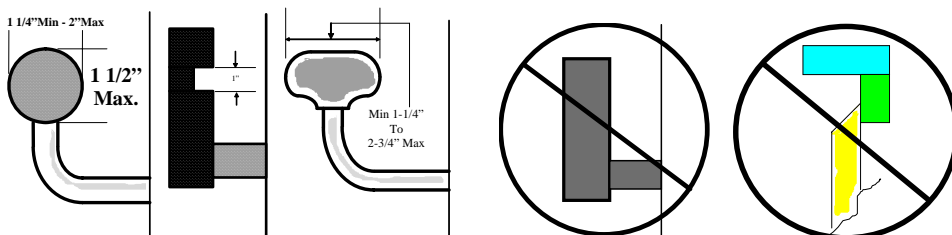
Handrail required if over three (3) risers. Ends shall be returned to guardrail or wall, or shall terminate in newel posts or safety terminals. Handrail must be between thirty-four inches (34") and thirty-eight inches (38") from nose of tread measured vertically. IRC Sec. R311

If landings or decks are over thirty (30") inches above grade, a guardrail is required. It must be at least thirty-six (36") inches high with intermediate rails. Intermediates must be placed so that a sphere four (4") inches in diameter will not pass through, for any deck or stair tread over thirty (30) inches above grade. IRC Sec. R312



All wood within eight (8") inches of the soil needs to be pressure treated. IRC Sec. R319

The handgrip portion of handrails shall not be less than one and one-fourth (1 1/4") nor more than two (2") inches in cross sectional dimension or the shape shall provide an equivalent gripping surface. The handgrip portion of handrails shall have a smooth surface with no sharp corners. Handrails projecting from a wall shall have a space of not less than one and one-half (1 1/2") inches between the wall and the handrail. IRC Sec. R311



NOTE: Other shapes may be acceptable if they provide an equivalent gripping surface.

**MOBILE / MANUFACTURED HOME
INSPECTION CHECKLIST**

Yes No Installer Certification

- If present during inspection, has the supervising installer shown proof of certification?
- One or more Installer Certification Tags attached to the home indicating all installation work performed by a certified installer? *(Not required for work performed by homeowner.)*

Yes No Site Preparation

- Is the home site properly graded and sloped to prevent water from collecting under the home? (e.g. 1/2 inch per foot for minimum of 10 feet around home.)
- If home is pit set and/or on a sloping site, is natural drainage adequately diverted to prevent water from collecting under home?

Yes No Installation Instructions

- Are the manufacturer's installation instructions, instructions of an engineer or architect, or ANSI A225.1 –1994 ed. (for relocated homes) available for use during inspection?

Yes No Foundation & Support Piers

- Do clearances under the home meet the requirements of 18 inches beneath at least 75% of the lowest member of the main frame and no less than 12 inches anywhere under the home?
- If applicable, are pre-poured concrete runners or full slabs placed to the minimum thickness required by: 1) home manufacturer's instructions, 2) instructions of an engineer or architect, or 3) ANSI A225.1 –1994 ed. (for relocated homes)?
- Are foundation pier pads and support piers sized and placed according to the specifications set forth in the: 1) home manufacturer's instructions, 2) instructions of an engineer or architect, or 3) ANSI A225.1 – 1994 ed. (for relocated homes)?
- If prefabricated piers are used, are the piers installed according to the pier manufacturer's instructions? Has engineering documentation been provided?
- Are concrete piers shimmed and wedged so all piers make equal contact with the home? Or, are metal piers adjusted and connected so all piers make equal contact with the home?
- Is the home level?
- If an engineered full foundation system is installed, is the installation according to the system manufacturer's instructions? Has engineering data been supplied?

Yes No Anchoring

- Are anchors spaced according to: 1) home manufacturer's installation instructions, 2) the instructions of an engineer or architect, or 3) ANSI A225.1 – 1994 ed. (for relocated homes); **and** are they installed according to the equipment manufacturer's instructions?

Yes No Skirting

- Are skirting vents installed according to the home manufacturer's instructions? Or, do vents have a net area of not less than one square foot for each 150 square feet of under floor area? *(Homes sited in flood plains: Local jurisdictions determine venting requirements.)*

- Is skirting made of materials suitable for ground contact?
- Is skirting recessed behind the siding or trim?
- Is an access opening of not less than 18 x 24 inches located so that all areas under the home are available for inspection? Is it covered with a sufficient access cover?

Yes No Other

- Is a ground cover installed? (Minimum 6 mil black polyethylene, or equivalent, not required for full concrete slab with minimum thickness of three and one-half inches.)
- Are the structural connections of the home sections made per the manufacturer's instructions?
- Is the heating crossover duct connected properly?
- Is the heating crossover duct supported off the ground?
- Are the plumbing water and waste crossovers connected properly?
- Is the drain pipe supported according to the manufacturer's installation instructions?
- If under floor plumbing was shipped-loose, is it installed according to the instructions provided by the home manufacturer? *NOTE: Any deviation from the home manufacturer's original design and instructions is considered an alteration to be permitted and inspected by Department of Labor and Industries and must be completed by a certified plumber.*
- Are all holes and tears in the belly fabric patched in an approved manner?
- Is the dryer vented to the exterior and 1) does it comply with the dryer manufacturer's specifications; or 2) is metal with smooth interior surfaces used?
- Has the testing of water lines, waste lines, and gas lines been verified with the installer?
- Are heat pump and air conditioning condensation lines extended to the exterior of the home?
- Is the water heater pressure relief valve terminated to the exterior and then down?
- Is water piping protected against freezing per the home manufacturer's instructions? Or is a heat tape listed for use with manufactured homes installed per the tape manufacturer's instructions?
- Are all exit stairs, landings, ramps, handrails, guardrails and all other means of egress in compliance with the applicable provisions of the International Residential Code?
- Has the Klickitat County Public Works Department authorized the Building Department to approve occupancy?
- Has the Klickitat County Planning Department authorized the Building Department to approve occupancy?
- Has the Klickitat County Health Department authorized the Building Department to approve occupancy?