



## Delaware County CODE COMPLIANCE

A department of the Environmental Services Division

**Building Regulations Floodplain Regulations Zoning Regulations**



### *Residential Manufactured Housing Application and Inspection Procedures*

#### **1. Applications**

Application: Same Application as for Delaware County new Residential Home application.

- a) Be sure to indicate on your application(s) that this is a HUD Unit, Identify the installer(s) by name and license number on the HUD supplemental application form.
- b) A certified address form must accompany the application.
- c) A copy of the Township zoning permit is required.
- d) A copy of the septic approval from the Delaware County Health Department (if applicable) is required.

e) **Drainage Permit:**

Plans submitted for review may need to be accompanied by a drainage permit at the time of application. A DESC permit thru the County Engineers office is required for all 1, 2, & 3 family residences being constructed on properties less than 5 acres in unincorporated areas. A Soil and Water Drainage permit obtained thru the Delaware County Soil and Water Conservation office is required for 1, 2, & 3 family residences, accessory buildings, and in ground swimming pools being constructed on properties 5 acres or more in size.

#### **2. Plans**

- a) Two (2) sets of building plans which must include copies of the floor plan and foundation design details. These may included designs contained in the Ohio Manufactured Homes Commission (OMHC) home manufacture's standard, or prepared by the manufacturers Design Approval Primary Inspection Agency (DAPIA), or those prepared by an Ohio registered engineer or architect shall be submitted.
- b) Manufacturer's installation instructions for the manufactured home, tie downs, anchors, plumbing, mechanical, gas, electrical system details, and for any devices or proprietary systems used during the installation or for other equipment or devices installed shall be submitted for approval and made available on the job site at the time of inspection.
- c) These plans should also include in detail, all proposed on-site work, such as garages, porches, or

any alterations or additions included in the project.

<b>3. Fees</b>	<b>Application</b>	\$25 (non-refundable)
	<b>Plan Review</b>	\$25 + \$1/100 sq. ft. (includes basement & garage) (non-refundable)
	<b>Building:</b>	\$75 + \$5/100 sq. ft. (includes unit, basement and garage).
	<b>Electric:</b>	\$40 + \$3/100 sq. ft. (includes basement & garage only) \$ 35.00 - Temporary service \$ 35.00 - Permanent service (400 amp max.)
	<b>Heating:</b>	\$25 + \$2/100 sq. ft. (includes basement only) \$25/heating unit \$15/cooling unit
	<b>Gas Piping</b>	\$50 + \$10/appliance
	<b>OMHC Inspection</b>	
	<b>Seal</b>	\$75.00

***Inspection Process Before and After Unit(s) are installed***

**Footing** Excavation must be to proper depth and all forms must be in place. Required reinforcement per approved plans must be in place and properly supported. No concrete shall be placed until inspection has been approved. Partial inspections may require a trip charge be paid for each additional inspection.

**Foundation** Will be complete with all reinforcement, anchors, and waterproofing or dampproofing in place. Footing elevation certificate (if applicable), shall be on site at inspection. Piers and footings must be exposed for inspection. Steel beams and columns may be set. Inspection must be approved prior to unit being set.

**Slab Inspection** Have granular fill and vapor barrier in place before pouring concrete. HVAC to be installed in and/or under the slab should also be inspected at this time.

*Inspection of all on-site work required to complete the installation of the manufactured unit or additions in conformance with state and local codes including: Garages, porches, additions, connection to utilities, any structural and/or utility modifications or alterations in the following order:*

**Plumbing** Plumbing inspection is done by the Health Department. The plumbing inspection must be passed before structural inspection. Contact the Health Dept. at (740) 368-1700 to schedule.

**Electric Rough and/or Service** Preferably made together. Rough inspection must be approved before structural. Phone wire, TV antenna and other low voltage wiring shall be installed.

**HVAC Rough** All ductwork that will be covered must be installed. All supply and return air locations must be in place.  
(if applicable) Gas lines that will be covered must be in place. Pre-fab fireplaces are part of this inspection since it is considered to be an appliance. Appliance installation instructions must be on site and available.

**Structural** All framing members and firestopping must be complete. All previous inspections must be approved. Insulation must *not* be installed. No work can be covered. Ladders should be provided for access if necessary. Truss

drawings with engineer's seal (if applicable), and all other related data to the plans, must be with plans at this time.

**Insulation** Will be done after the structural inspection is approved or you have been given written permission to insulate.  
(if applicable) All insulation to be covered with appropriate vapor barriers and all air infiltration should be complete. Model Energy Code Report must be on site with the plans.

**Plumbing Final** Contact the Health Department to schedule any necessary inspection.

**Electric Final** Electrical to be complete. All devices and cover plates installed. Required fixtures must be installed. Blank plates can be installed for non required fixtures. Appliances must be installed or wiring properly terminated.

**HVAC Final** Should be done with the gas pressure test, when possible. System must be complete with all installation instructions available and access provided.

**Gas Pressure Test:** The house lines (with appliances isolated) shall be subject to a pressure test witnessed by Code Compliance. The precision test instrument is to be a Kuhlman gauge or equivalent, furnished by the permit holder or contractor. Contact inspector the day of inspection between 7:30A.M and 8:00A.M. to confirm a time for inspections. Unconfirmed times may not be honored.

**Building Final** Manufactured Housing Unit should be complete before this inspection is scheduled. The unit must be complete including all additions, alterations, and all applicable inspections listed above before a OMHC inspection seal can be placed on the home. No seal will be placed if there are outstanding fees due.

**OCCUPANCY OF A STRUCTURE BEFORE AN OMHC INSPECTION SEAL  
HAS BEEN IS PLACED IS NOT PERMITTED PER CHAPTER 4781  
AND SECTION 4781-7-01(K) OF THE OHIO REVISED CODE**