



Manufactured Home Application

BFS #0011 A
Revised: 6-7-16

Building & Fire Safety Division – Yakima County Public Services

Date:

APPLICANT TO COMPLETE (Use WWW.YAKIMAP.COM for assistance)	
Tax Parcel Number: Example: R 18 T 13 S 14 - 12345	
R	T S -
Name of Short Plat, Subdivision, or Manufactured Home Park	Lot or Space #

OFFICE USE ONLY		Case: MHP
Land Use / Zoning: _____		ADD
___ UGA	___ CAO/Shoreline	RAP
Overlay: ___ Airport / ___ Greenway / ___ Floodplain		LAND USE
___ Sewer	___ Septic	WRS
Potable Water: ___ YCWRS Well	___ Purveyor	PC
___ Exempt	FAAR WUI-FD M / H / E	

Job site address:

City:

PLACE OF ORIGIN: Factory order, Dealer lot, Used home (Insert address of prior location below)

Is (or was) there an existing home on the parcel? YES or NO

Will this proposed home be the ONLY residence on the property? YES or NO. (If NO, please explain below):

Project description:

Please complete all of the people information associated with your project.

Property Owner:	Phone:
Mailing Address:	
City, State, ZIP:	
E-mail address:	
Applicant:	Phone:
Mailing Address:	
City, State, ZIP:	
E-mail address:	
Contractor:	Phone:
Name of Company:	
Mailing Address:	
City, State, ZIP:	
E-mail address:	
Contractor License #:	Expiration Date:
MH Dealer Name:	Phone:
Address:	
City, State, ZIP:	
Installer Name:	Phone:
WA Certification #: (Required)	Expiration Date:



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APPLICATION and SUBMITTAL REQUIREMENTS CHECKLIST *(Please complete and submit the following)*

- | | |
|---|---|
| 1. <input type="checkbox"/> Manufactured Home Application & Checklist | 6. <input type="checkbox"/> Tie down / Anchor |
| 2. <input type="checkbox"/> Site Plan (See "Minimum Site Plan Requirements") | 7. <input type="checkbox"/> Mainframe Plan |
| 3. <input type="checkbox"/> Floor Plan with room uses (specify options as applicable) | 8. <input type="checkbox"/> Used home-Photos of all sides of home |
| 4. <input type="checkbox"/> Runner Design (dimension width, length, and depth) | 9. <input type="checkbox"/> Used home-Copy of MH Title or Registration |
| 5. <input type="checkbox"/> Pier loads / locations for perimeter & marriage line | 10. <input type="checkbox"/> Landing/Deck separate permit may be required. |

MANUFACTURED HOME - INSTALLATION & PLACEMENT INFORMATION

***See Planning Division for Zoning Ordinance - Land Use Requirements*

CHECK NUMBER OF UNITS: Single Wide Double Wide Triple Wide

PLACE OF ORIGIN: Factory order, Dealer lot, Used home – (Insert address of prior location below)

****Year:** _____ **Manufacturer:** _____ **Model:** _____

Dimensions: _____ **Serial Number:** _____ **Valuation: \$** _____

Number of Bedrooms: _____ **Number of Bathrooms:** _____ **Design roof load:** _____ **Site roof load:** _____

<input checked="" type="checkbox"/> INSTALLATION CHECKLIST	
Footing Type	<input type="checkbox"/> Concrete Block <input type="checkbox"/> Continuous Runner (provide design) <input type="checkbox"/> Other _____
Skirting Type	<input type="checkbox"/> Concrete <input type="checkbox"/> Concrete Block <input type="checkbox"/> Metal <input type="checkbox"/> Wood <input type="checkbox"/> Other _____
Tie Down Type	<input type="checkbox"/> Auger <input type="checkbox"/> Dead Man <input type="checkbox"/> Poured <input type="checkbox"/> Rock Anchor <input type="checkbox"/> Other _____
OR <input type="checkbox"/> Installed as per NFPA 225 Standards <i>(see Manufactured Home Information packet)</i>	

<input checked="" type="checkbox"/> **ZONING CHECKLIST	
¹ Pit Set	<input type="checkbox"/> YES <input type="checkbox"/> **NO
² Siding Material	<input type="checkbox"/> Wood <input type="checkbox"/> ** Metal <input type="checkbox"/> Other _____
³ Roofing Material	<input type="checkbox"/> Asphalt Shingles <input type="checkbox"/> **Metal <input type="checkbox"/> Other _____
⁴ Is Roof Slope a 2/12 pitch or greater?	<input type="checkbox"/> YES <input type="checkbox"/> **NO

****If the home will not meet the following criteria, see the Planning Division regarding Zoning Ordinance Land Use Review and approvals.**

- Pit Set:** Manufactured homes shall be "pit set," with the **bottom of the floor joist or frame no more than 12" above finished grade**, except as necessary to accommodate terrain. The pit shall be of sufficient depth to accommodate an 18-inch clearance below the frame of the unit with crawl space access located near utility connections.
- Siding Materials:** Siding materials shall be wood, masonite, or other material compatible with surrounding site-built homes.
- Roofing Materials:** Roofing materials shall be compatible in appearance with surrounding site-built homes, and consistent with fire safety standards.
- Roof Slope:** Roof slope/pitch shall be not less than a 2' rise for each 12' of horizontal run.

NOTE: Items 2, 3, 4: Manufactured Home MUST meet these requirements prior to issuance of your placement permit.

I acknowledge that I have completed this form pertaining to the installation and placement of the manufactured home as indicated above. I understand that if the home is found to not meet the installation or zoning requirements as I have checked above, that additional fees, reviews, and approval may be required, as well as subject to Code Enforcement action(s).

Owner / Applicant Signature _____ Date: _____



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This Section To Be Completed For Construction Permits

Pursuant to RCW 19.27.095 (2)(i-ii) The requirements for a fully completed construction application shall include:

- i. The name, address, and phone number of the office of the lender administering the interim construction financing, if any: OR
- ii. The name and address of the firm that has issued a payment bond, if any, on behalf of the prime contractor for the protection of the owner, if the bond is for an amount not less than 50% of the total amount of the construction project.

If for any reason the information requested below is not available at the time of application, the applicant shall provide the information as soon as it can be reasonably be obtained.

Lending Agency Name: _____ Phone: _____

Mailing Address: _____ City/State/ZIP _____

I acknowledge by checking this box that this project has no lending agency for construction financing.

Bonding Agency Name: _____ Phone: _____

Mailing Address: _____ City/State/ZIP _____

I acknowledge by checking this box that this project has no bonding agency.

If you are the Owner and Acting As Your Own Contractor, please complete the following declaration:

I acknowledge that I am applying for a construction permit thru the Yakima County Public Services, Building and Fire Safety Division.

I also acknowledge that I am not a licensed contractor, specialty or general, or that I am not acting as a contractor and wish to be exempt from the requirements of the Washington State Contractor's Act, per RCW 18.27.090, and will abide by all provisions and conditions of the exemption as stated. I agree that if I use the assistance of any person(s) to provide labor and/or assistance, I will retain only contractors registered and currently licensed as required under the laws of the State of Washington.

I (print name) _____ certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Owners Signature _____ Date: _____