

**DEPARTMENT OF FIRE, BUILDING AND LIFE SAFETY
OFFICE OF MANUFACTURED HOUSING**

IGA REPRESENTATIVE(S) ON-SITE: _____

LOCATION: _____

	C	NC	NA
Verifies permit is present and visible.			
Requires Manufacturer's Installation Manual, HUD Installation Standards or State approved installation plans on-site.			
Requires penetrometer or soil compaction report at time of inspection. Check grade and drainage away from unit. Does not allow installation on dissimilar soil types and surfaces without approval from the manufacturer or the State.			
Requires utility testing verification form or witnesses utility tests on new homes; gas required on all new and used.			
Verifies full serial number.			
Documents HUD labels or FBB manufacturer's certificate.			
Installation certificate for unit is affixed and blocks match work performed by the installer/contractor.			
Requires State Rehabilitation certificate for Pre-HUD mobile homes in parks.			
Reviews data plate for applicable roof load compliance, wind zone, or perimeter support requirements.			
Piers and pads are tight, spaced correctly, are serviceable, and in appropriate locations at doors, windows over 48" wide, and along perimeter if required.			
Anchoring type is appropriate and installed correctly.			
Accepts and reviews photos, or Inspects Marriage/Mod line connections (roof, walls, & floor).			
Close-off and weatherproofing is complete.			
Witnesses high and low pressure gas tests on gas supplied units.			
Inspects electrical connections. Power cord is adequate for size of unit. All unused knockouts are plugged in panel boxes. Strain relief clamps for conductors are secure. HUD homes require a main breaker in the home panel box. Gas units converted to electric comply with applicable codes, main breaker and supply can adequately support unit electrical loads. Conduit above grade is Schedule 80 or protected from physical damage. Flex conduit between rigid conduit and unit is 18"-36" in length			
Inspects water connections on discharge side of meter and crossovers, for support and protection from freezing. Water heater pressure relief valve has been extended to exterior of home or skirting and discharges at soil. Hose bibbs have a backflow preventer. Copper lines grounded.			
Inspects sewer drainage for proper slope, support, accessibility, cleanouts, and protection of sewer runs (sleeved through concrete) and clean-outs from physical damage and UV (painted). Transition between dissimilar sewer materials requires a mechanical transition fitting only.			
Inspects gas lines for support and are grounded. Black iron is painted or adequately wrapped if exposed and outside from under units. Shorts sections and connections have wrapping primer and have been wrapped.			
Flex dryer duct does not exceed 6 feet in length. Requires smooth rigid duct if distance exceeds 6 feet. Dryer duct discharges outside of unit or skirting, is not under unit.			
Inspects attached accessory structures to installation instructions, or state approved plan. Installation certificate(s) are affixed for each applicable licensee			
Inspects HVAC for proper pad size. Ensures breaker amps or fuses meet minimum/maximum AMP requirements. Ensures conductors are secured in disconnect, home panel, or pedestal. Conduit is rigidly secured within 12" of disconnect. Ductwork is supported off soil. Installation Certificate is affixed.			
Documents all violations not corrected immediately at time of inspection.			
Provides copy of violations to Installer/Contractor.			
Reinspects previously documented violations.			