



CHELAN COUNTY
DEPARTMENT OF COMMUNITY DEVELOPMENT
316 WASHINGTON STREET, SUITE 301, WENATCHEE, WA 98801
TELEPHONE: (509) 667-6225 FAX: (509) 667-6475

RE: Manufactured Home Installation Information for Building Permit Submittals

To Whom It May Concern:

This policy is intended to provide clarity for the minimum items that must be submitted to the Building Department for building permit submittals for the placement of FAS (Factory Assembled Structures) within Chelan County. This letter does not address any such items related to the other submittal requirements for land use regulations associated to these potential submittals such as setbacks, geological hazard areas, zoning regulations, or other associated land use items.

For all FAS submittals an engineer wet stamping of plans is not required nor is it necessary. As RCW 18.43.070 allows for "said seal or facsimile thereof".

ALL Building dept. submittals shall come with all the minimum following information:

- A.** Installation Manual Guide letter with chart(s) referencing various pages within approved HUD manual per component and type. (See example Installation Manual Guide letter)
- B.** Home Specific Supplemental Information:
 - 1.** FOUNDATION PLAN: plan sheets containing the following:
 - Floor Plan (See example)
 - Concrete Runner/Slab outline locating bearing point loads at mating line (See example)
 - Point loads at mating line for bearing locations (See example)
 - 2.** ELEVATIONS PLAN: Four side elevations – required for ALL submittals. (See example)
 - 3.** All items shall identify the model number and unit serial number of the FAS.
 - 4.** Bill of sale with provided roof snow load identified.

With these minimum items the Chelan County Building dept. should be able to adequately review the necessary information provided in order to potentially issue the building permit placement permits of FAS's other than those items related to land use regulations as stated above.

Respectfully,

David Spencer CBO

Building Official

316 Washington Street, Suite 301 Wenatchee, WA 98801
Phone: Direct (509) 667-6222 Main office (509) 667-6225

Example letter form Manufactured Housing Company

May 5, 2020

Installation Manual Guide

The **Company name** Installation Manual contains instructions that must be followed for the proper installation of the home. It complies with the HUD Model Manufactured Home Installation Standards. It addresses multiple roof live loads including 40 PSF, 65PSF, and 120 PSF. Please read all instructions and any other documents that may apply to the specific home prior to commencing site work or installation.

The following chart indicates pages from our “Installation Manual” the pages are grouped by components utilized in proper home installation. These 26 pages bear a registered engineer’s seal.

Component	Component Type	Installation Manual Pages
Footings	¹ Spread Footings (Concrete Runners)	27 – 28
	Individual Footings	20, 31 – 36
	H-Beam (Basement)	39
Piers	² Calculating Loads	25 – 26, 29
	Spacing	30
	Construction	46 - 49
Anchor (Tie-Down)	All	86 – 89, 92
	Concrete Embedded	90
	Stabilizer Plate	91

Notes:

¹Spread footings are highly recommended and approved for all soil types.

²Calculating Loads for point load piers along the mating line at bearing posts is available in supplemental information specific to an individual home.

The engineer’s sealed pages are an important aspect to home installation, but just as important are details pertaining to securing multi-sectional homes together, and other aspects of the installation.

Please see the complete “Installation Manual” for all other information pertaining to the installation of all **company name** homes. Please contact us for any additional information required.

Thank You

Name of Engineer from company
Company name

Address of
company

company **MANUFACTURED HOUSING**

voice
fax

ROOF LIVE LOAD 65 PSF
ROOF DEAD LOAD 12 PSF
ROOF TOTAL LOAD 77 PSF

UNIT MODEL NUMBER

XXXX

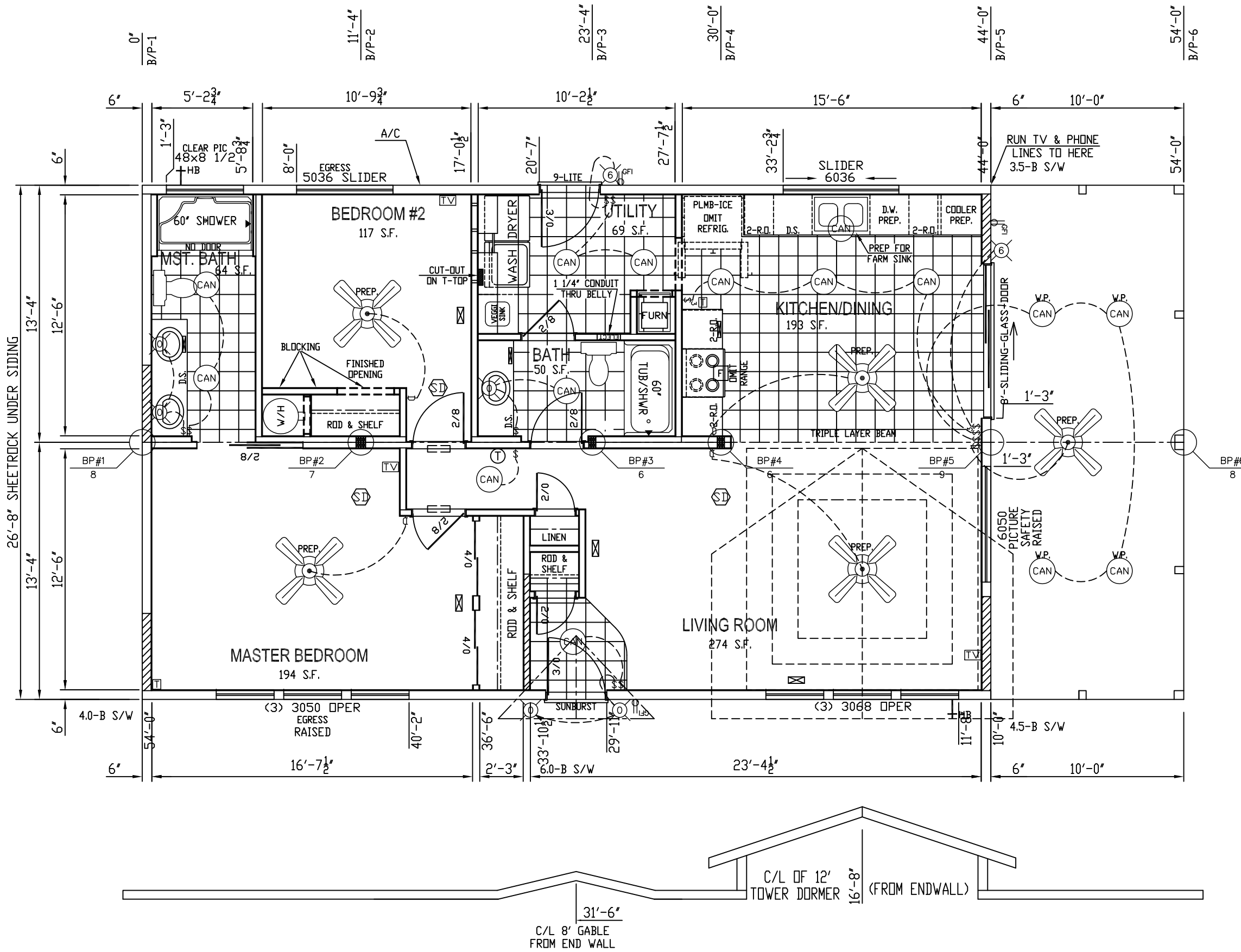
UNIT SERIAL NUMBER

XXXX

A & B Section

Column Number	Distance From End	Pier Load (LBS.)	Footing Size Per Soil Bearing Capacity				
			1000 PSF	1500 PSF	2000 PSF	2500 PSF	3000 PSF
1	0.00	6842.73	36x32x8	24x34x8	28x20x6	24x18x6	24x16x6
2	11.33	11974.78	48x46x10	36x36x8	36x28x8	28x28x6	24x26x6
3	23.33	9579.83	44x44x10	36x30x8	28x28x6	24x26x6	24x22x6
4	30.00	10606.24	44x44x10	36x32x8	36x26x8	24x28x6	24x24x6
5	44.00	12316.92	48x46x10	36x38x8	36x28x8	28x28x6	24x28x6
6	54.00	6158.46	36x30x8	24x28x8	28x20x6	24x16x6	24x14x6

BPA MAPS HOME	
GLAZING	179 S.F.
CONDITIONED FLOOR	1173 S.F.
SKYLIGHTS	0.0 S.F.
PATIO DOOR	54 S.F.
WIRE FOR A/C HEAT PUMP	

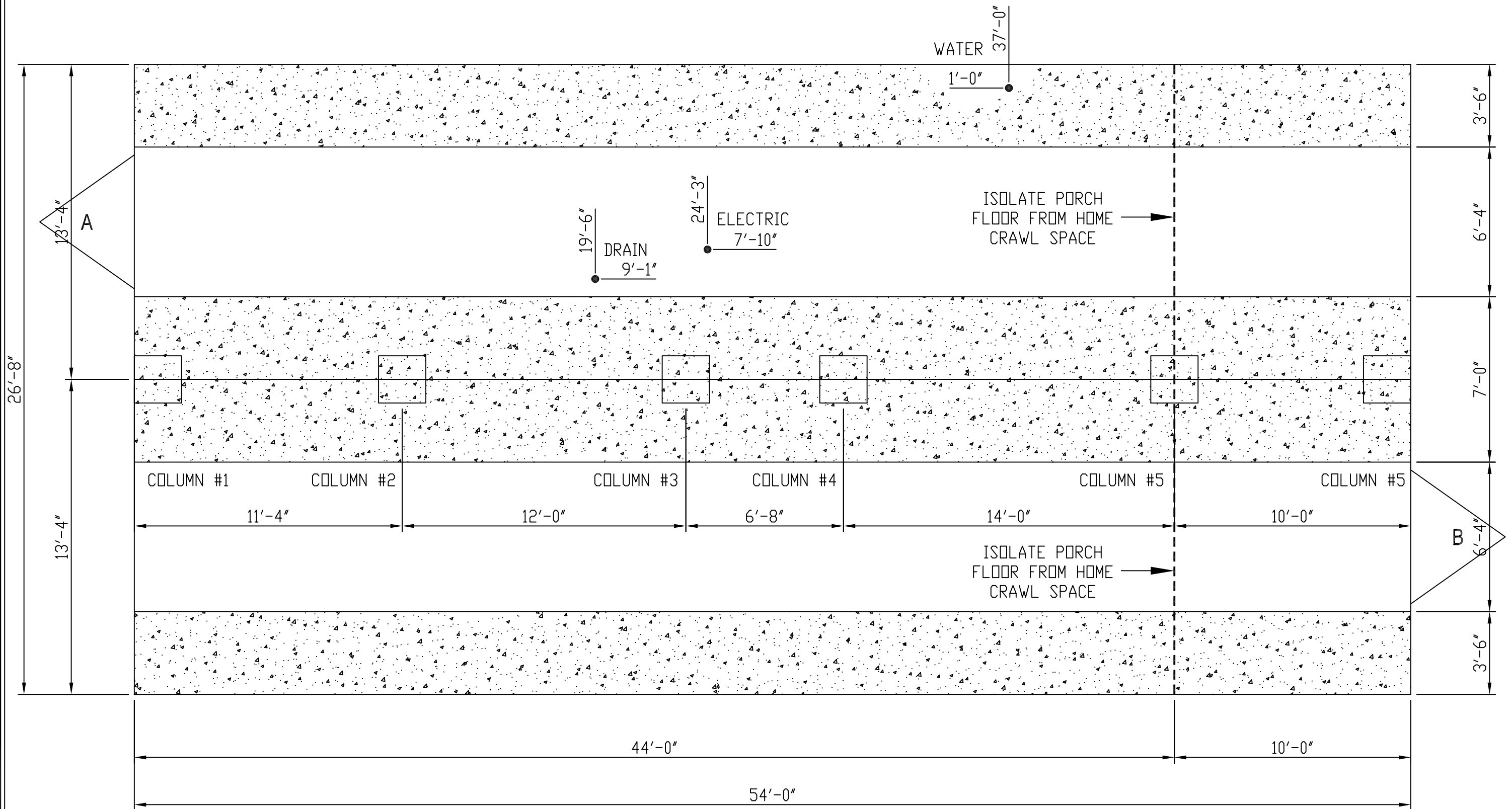


TRIPLE LAYER BEAM
65 LB ROOF LOAD

WHITE INTERIOR PACKAGE
FLUSH WINDOW SILLS

VENT-A-RIDGE
4/12 ROOF PITCH
65# ROOF LOAD
CATHEDRAL CEILING T/O
CAMBRIDGE SHINGLES
HIGH WIND NAIL SHINGLES
FOUNDATION READY
RAISED ARCH CAB DOORS T/O
12 GA 20 AMP WIRING T/O

NOTE: UTILITY DROP LOCATIONS SUBJECT TO MOVE
PENDING FINAL PRODUCTION PRINTS



South 4th Street

MANUFACTURED HOUSING INC.

WA 98944 MANUFACTURED HOUSING AT IT'S BEST!

DESCRIPTION:

FOUNDATION PLAN

ORDER #:

XXXXXX

REV. DATE:

11-25-19

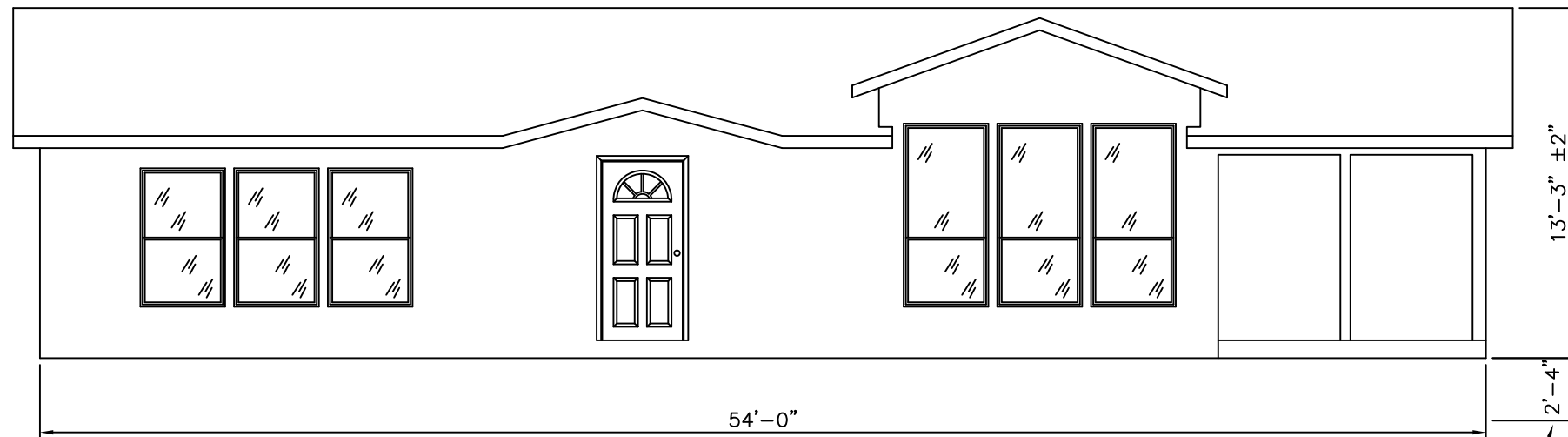
BOX SIZE:

26'-8" x 54'-0"

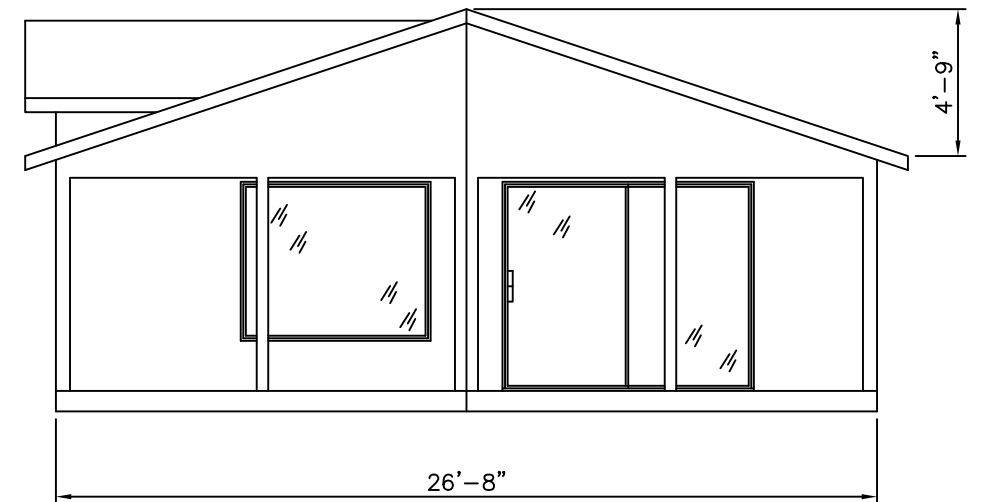
DRAWN BY: VMH
DATE: 10-14-2019

MODEL:
2805

2020

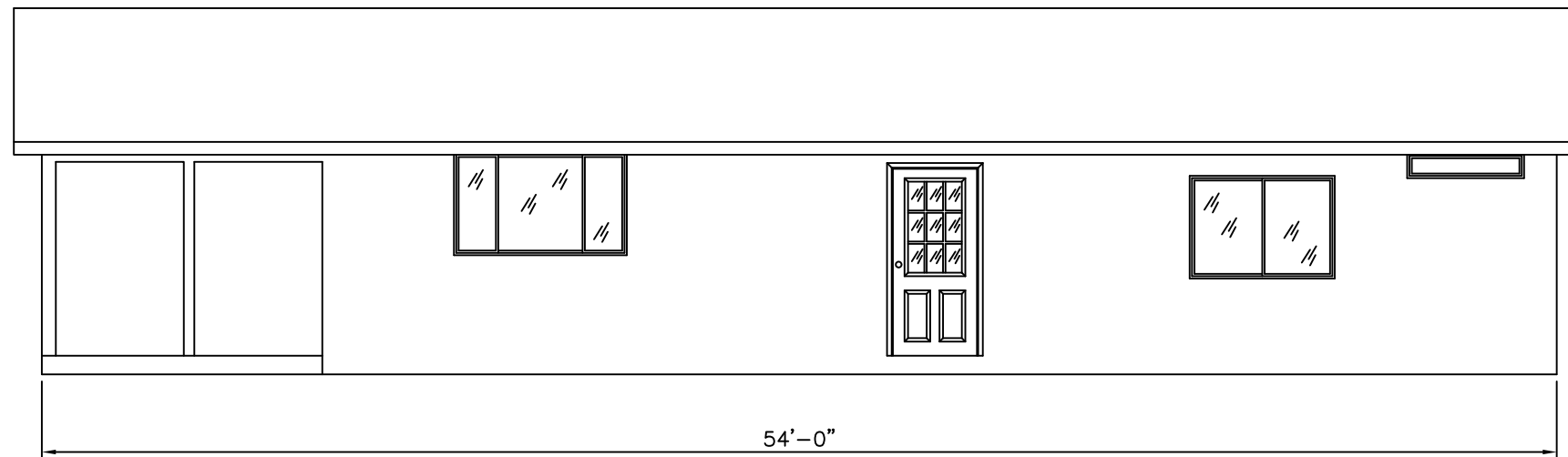


FRONT ELEVATION

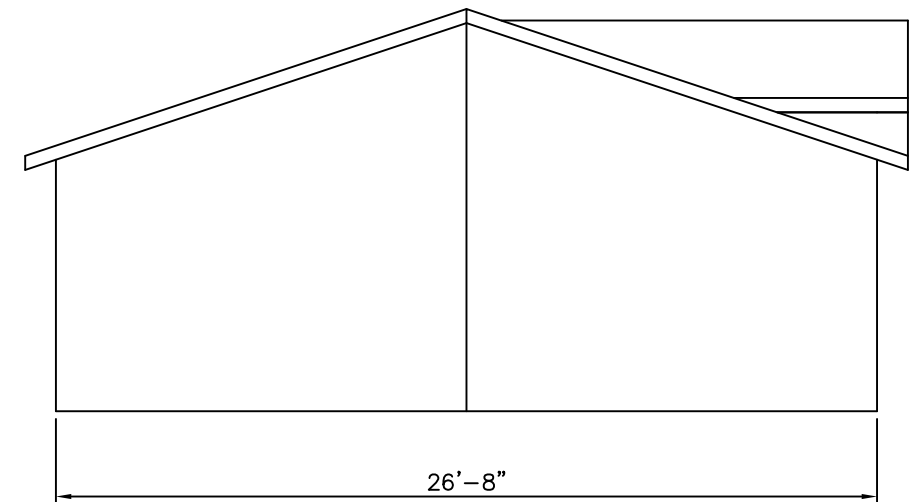


RIGHT ELEVATION

* DISTANCE FROM TOP OF FOOTING MAY VARY.
2'-4" NOTED IS STANDARD SET WITH 10" MAIN I-BEAM.



REAR ELEVATION



LEFT ELEVATION

NOTE: HOMEOWNER OR CONTRACTOR TO PROVIDE SKIRTING