

BASIC REQUIREMENTS WHEN APPLYING FOR MANUFACTURED HOME PERMITS IN BLYTHE

REQUIRED

SUBMITTED

NOTE: TEMPORARY CERTIFICATES OF OCCUPANCY WILL NOT BE ISSUED. CERTIFICATES OF OCCUPANCY ARE ONLY ISSUED UPON FULL COMPLETION OF A FINAL INSPECTION. ALL ITEMS CHECKED OFF BELOW ARE DUE AT THE TIME OF PLAN SUBMITTAL.

- Completed application for Manufactured Home installation with the appropriate items checked at the top of the application, including the valuation of the unit.
- Three (3) copies of the plot plan on minimum size 11" x 17" paper, drawn to scale, and adhering to all requirements shown on the "Sample Plot Plan" handout. Provide setback measurements for all sides; show North arrow; septic tank/leach lines; water well; lot dimensions; existing structures; driveways; easements; street/curb lines; landscaping; and all property corners.
- Two (2) sets of **LEGIBLE** permanent foundation plans that are State Approved or Engineered. Plans must bear the seal and signature of the designer and SPA approval stamp, or Engineer's seal and signature. Highlight all applicable spans and areas that apply to your installation.
- Plans drawn by professionals shall bear the California seal and signature in original ink.
- Three (3) complete sets of plans for a garage or carport. Engineering may be required. If engineered trusses will be used, two (2) sets of engineered truss calculations must be submitted, but can be deferred. Submit an application for the car cover.
- If City services are not available, two (2) copies of approval from Riverside County Environmental Health Department for the installation of septic tank and/or well are required. Submit an application for the well/septic.
- Two (2) copies of a one-line diagram for the electrical service. Submit an application for the electrical service.
- The applicant has been informed and understands that the Setup Booklet is required to be on site for all inspections or there will be a \$60 reinspection fee charged.
- The applicant has been informed and understands the landscaping, driveway, and curb/gutter/sidewalk requirements.
- The applicant has been informed and understands the Development/Connection Fees that are required on the project.
- The applicant has been given a School Form and understands they must complete it with the School District before they can obtain their permit.
- The applicant has been informed and understands they should use only licensed individuals and must submit a Subcontractor's List.
- The applicant has been informed and understands that if their site needs a Grading Permit, that permit must be obtained before the MH Permit can be issued and they will be required to submit any required compaction reports, pad certifications, and soils reports. Three (3) sets of a drainage plan, to include the pad area, must be submitted for review.
- The applicant understands that all homes are required to have a minimum of one (1) foot eaves, one (1) foot front overhang, must be covered with an exterior material customarily used on conventional dwellings (stucco, wood/vinyl siding) and must have a roof which consists of composite shingles or other materials compatible with the surrounding neighborhood.
- The applicant must provide this office with a copy of the unit title search from Housing & Community Development or MCO. If the title search or certificate of origin is not in the property owner's name, then a notarized letter from the legal owner will be required.
- Fire sprinklers are required to be installed prior to certificate of occupancy being issued.
- Landscaping: Two trees and appropriate ground cover are required in the front yard (residential).
- Approval in writing from Edison regarding availability of power to the property.
- The applicant is responsible for contacting the Public Works Department to ascertain if curb, gutter, sidewalk or approachway will be required and for more information on connecting to City sewer/water.